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, AT&T U-Verse Channel 99 or at www.madisoncitychannel.tv.

Tuesday, August 5, 2025 **6:30 PM** **210 Martin Luther King, Jr. Blvd. Room 201 (City-County Building)**

Hybrid Meeting

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

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: 815 9670 9806

Speaking Guidelines

If you need an interpreter, translator, materials in alternate formats or other accommodations to access this service, activity or program, please call the phone number below immediately.

Si necesita un intérprete, un traductor, materiales en formatos alternativos u otros arreglos para acceder a este servicio, actividad o programa, comuníquese inmediatamente al número de teléfono que figura a continuación.

Yog tias koj xav tau ib tug neeg txhais lus, ib tug neeg txhais ntawv, cov ntaub ntawv ua lwm yam los sis lwm cov kev pab kom siv tau qhov kev pab, kev ua num los sis kev pab cuam no, thov hu rau tus xov tooj hauv qab no tam sim no.

Please contact the Office of the Common Council at (608) 266-4071.

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: Vidaver.

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. 86544 Consent Agenda Document (8/5/25)

Legislative History

12/27/24 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.

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

2. 88502 Public Hearing - New License
Speedway LLC • dba Speedway 4132
4902 Verona Rd • Agent: Charles Satterfield
Class A Beer, Class A Liquor

Police Sector 212 (District 10)

Attachments: LICLIA-2025-00456 App.pdf
LICLIA-2025-00456 Supplemental.pdf
4902 Verona Rd map.pdf

Legislative History

5/28/25	Clerk's Office	Referred for Introduction
	Alcohol License Review Committee- Public Hearing (6/18/25), Common Council (7/1/25)	
6/3/25	COMMON COUNCIL	Referred for Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE
6/18/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO RE-REFER - PUBLIC HEARING to the ALCOHOL LICENSE REVIEW COMMITTEE
	Alcohol License Review Committee- Public Hearing (7/16/25), Common Council (8/5/25)	
7/1/25	COMMON COUNCIL	Re-refer for Recessed Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE
7/16/25	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 (8/20/25), Common Council (9/2/25)	

AGENDA NOTE: Public comment will be heard when the file returns to Council on 9/2/25.

3. **88503**

Public Hearing - New License
7-Eleven Inc • dba 7-Eleven #35851J
2216 University Ave • Agent: Christopher Martinez Perez
Class A Beer, Class A Liquor
Police Sector 206 (District 5)

Attachments: LICLIA-2025-00471 App.pdf
LICLIA-2025-00471 Supplemental.pdf
2216 University Ave map.pdf
Alder Vidaver Comments.pdf

Legislative History

5/28/25	Clerk's Office	Referred for Introduction
	Alcohol License Review Committee- Public Hearing (6/18/25), Common Council (7/1/25)	
6/3/25	COMMON COUNCIL	Referred for Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE
6/18/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO RE-REFER - PUBLIC HEARING to the ALCOHOL LICENSE REVIEW COMMITTEE
	Alcohol License Review Committee- Public Hearing (7/16/25), Common Council (8/5/25)	
7/1/25	COMMON COUNCIL	Re-refer for Recessed Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE

7/16/25	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 (8/20/25), Common Council (9/2/25)

AGENDA NOTE: Public comment will be heard when the file returns to Council on 9/2/25.

Public Hearings

Report of Alcohol License Review Committee

4. 88801

Public Hearing - New License
Go Forth LLC • dba This Is All Fabulous
1026 N Sherman Ave • Agent: Kyle Kiepert
Estimated Capacity (in/out): 40/30
Class B Combination Liquor & Beer • 20% alcohol, 80% food
Police Sector 503 (District 12)

Attachments: LICLIB-2025-00526 App.pdf
LICLIB-2025-00526 Supplemental.pdf
1026 N Sherman Ave map.pdf

Legislative History

6/18/25	Clerk's Office	Referred for Introduction

Alcohol License Review Committee- Public Hearing (7/16/25), Common Council (8/5/25)

7/1/25	COMMON COUNCIL	Refer For Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE
7/16/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - PUBLIC HEARING

5. 88802

Public Hearing - New License
Rusk Avenue Master Tenant LLC • dba Spark by Hilton Madison Central
102 E Rusk Ave • Agent: John Kothe
Estimated Capacity (in/out): 150/75
Class B Beer, Class C Wine • 60% alcohol, 30% food, 10% other
Police Sector 300 (District 14)

Attachments: LICLIB-2025-00552 App.pdf
LICLIB-2025-00552 Supplemental.pdf
102 E Rusk Ave map.pdf

Legislative History

6/18/25	Clerk's Office	Referred for Introduction

Alcohol License Review Committee- Public Hearing (7/16/25), Common Council (8/5/25)

7/1/25	COMMON COUNCIL	Refer For Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE
7/16/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - PUBLIC HEARING

6. 88803

Public Hearing - New License
Light of the Moon Inc • dba Moon Bar
328 W Gorham St • Agent: Jeffrey Road
Estimated Capacity (in/out): 314/0
Class B Combination Liquor & Beer • 70% alcohol, 30% food
Police Sector 403 (District 2)

Attachments: LICLIB-2025-00562 App.pdf
LICLIB-2025-00562 Supplemental.pdf
328 W Gorham St map.pdf

Legislative History

6/18/25	Clerk's Office	Referred for Introduction
	Alcohol License Review Committee- Public Hearing (7/16/25), Common Council (8/5/25)	
7/1/25	COMMON COUNCIL	Refer For Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE
7/16/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT WITH CONDITIONS - PUBLIC HEARING

The conditions are:
1. No refuse or recycling is to be stored on public property.
2. The 18+ entertainment license is limited to private parties; there is no such limitation on 21+ performances.
3. No patrons are permitted to enter or re-enter the establishment after 1:30am on Friday or Saturday night.

7. 88804

Public Hearing - New License
Red Lobster Hospitality LLC • dba Red Lobster
4502 East Towne Blvd • Agent: Karen Marquis
Estimated Capacity (in/out): 243/0
Class B Combination Liquor & Beer • 8.31% alcohol, 91.69% food
Police Sector 631 (District 17)

Attachments: LICLIB-2025-00564 App.pdf
LICLIB-2025-00564 Supplemental.pdf
4502 East Towne Blvd map.pdf

Legislative History

6/18/25	Clerk's Office	Referred for Introduction
	Alcohol License Review Committee- Public Hearing (7/16/25), Common Council (8/5/25)	
7/1/25	COMMON COUNCIL	Refer For Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE
7/16/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - PUBLIC HEARING

8. 88806

Public Hearing - New License
Badger Lodging LLC • dba Home2 Suites & Tru by Hilton Madison
2403 East Springs Dr • Agent: Amanda Bublitz
Estimated Capacity (in/out): 219/0
Class B Combination Liquor & Beer • 50% alcohol, 50% food
Police Sector 632 (District 17)

Attachments: LICLIB-2025-00570 App.pdf
LICLIB-2025-00570 Supplemental.pdf
2403 East Springs Dr map.pdf

Legislative History

6/18/25	Clerk's Office	Referred for Introduction
	Alcohol License Review Committee- Public Hearing (7/16/25), Common Council (8/5/25)	
7/1/25	COMMON COUNCIL	Refer For Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE
7/16/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - PUBLIC HEARING

9. **88807**

Public Hearing - New License
Madison Children's Museum • dba Madison Children's Museum
100 N Hamilton St • Agent: Susan Ramspacher
Estimated Capacity (in/out): 750/250
Class B Combination Liquor & Beer • 40% alcohol, 60% food
Police Sector 406 (District 4)

Attachments: LICLIB-2025-00571 App.pdf
LICLIB-2025-00571 Supplemental.pdf
100 N Hamilton St map.pdf

Legislative History

6/18/25	Clerk's Office	Referred for Introduction
	Alcohol License Review Committee- Public Hearing (7/16/25), Common Council (8/5/25)	
7/1/25	COMMON COUNCIL	Refer For Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE
7/16/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - PUBLIC HEARING

Report of Plan Commission

10. **88718**

Creating Section 28.022-00721 of the Madison General Ordinances to change the zoning of property located at 3565 Tulane Avenue from TR-C2 (Traditional Residential-Consistent 2) District to PD(GDP) (Planned Development-General Development Plan) District and creating Section 28.022-00722 to approve a Specific Implementation Plan. (District 15)

Sponsors: Planning Division

Attachments: 3565 Tulane Avenue.pdf
Project Plans.pdf
Public Comment 7-10-25.pdf
Public Comments 7-11-25.pdf
Public Comments 7-19-25.pdf
Staff Comments
Link to CSM File 88559
Public Comments 7-20 to 7-27.pdf
Public Comments 7-28-25.pdf
Staff Comments - Addendum

Legislative History

6/10/25	Attorney's Office	Referred for Introduction
	Plan Commission Public Hearing (7/28/25), Common Council (8/5/25)	
6/17/25	COMMON COUNCIL	Referred for Public Hearing to the PLAN COMMISSION
7/28/25	PLAN COMMISSION	RECOMMEND TO COUNCIL TO ADOPT - PUBLIC HEARING

On a motion by Alder Guequierre, seconded by Alder Glenn, the Plan Commission found the standards met and voted to recommend to Common Council to adopt the zoning map amendment subject to the conditions in the staff report. The motion passed by voice vote/other.

11. **88719** Creating Section 28.022-00723 of the Madison General Ordinances to change the zoning of property located at 1802-1804 Roth Street from TR-U1 (Traditional Residential-Urban 1) District to TR-U2 (Traditional Residential-Urban 2) District. (District 12)

Sponsors: Planning Division

Attachments: 1802-1804 Roth Street.pdf
Staff Comments
Link to Cond Use File 88561
Public Comment 7-27-25

Legislative History

6/10/25	Attorney's Office	Referred for Introduction
	Plan Commission Public Hearing (7/28/25), Common Council (8/5/25)	
6/17/25	COMMON COUNCIL	Referred for Public Hearing to the PLAN COMMISSION
7/28/25	PLAN COMMISSION	RECOMMEND TO COUNCIL TO ADOPT - PUBLIC HEARING

On a motion by Alder Guequierre, seconded by Commissioner Solheim, the Plan Commission found the standards met and voted to recommend to Common Council to adopt the zoning map amendment. The motion passed by voice vote/other.

End of Public Hearings

Business Presented by the Mayor

Appointments

12. 89373 Report of the Mayor submitting resident committee appointments (introduction: 8-5-2025; action: 9-2-2025).

Legislative History

7/30/25	Mayor's Office Confirm 9/2/25	Referred for Introduction

Business Presented by the President of the Common Council

13. 86553 Confirming the Madison Common Council meeting formats through December 9, 2025:
9/2/25 - Hybrid (Virtual & CCB 201)
9/16/25 - Hybrid (Virtual & CCB 201)
10/7/25 - Hybrid (Virtual & CCB 201)
10/28/25 - Hybrid (Virtual & CCB 201)
11/11/25 (Budget) - Hybrid (Virtual & CCB 201)
11/12/25 (Budget, if needed) - Hybrid (Virtual & CCB 201)
11/13/25 (Budget, if needed) - Hybrid (Virtual & **MMB 215**)
11/25/25 - **Virtual**
12/9/25 - Hybrid (Virtual & CCB 201)

Legislative History

12/27/24	Council Office	RECOMMEND TO COUNCIL TO ACCEPT - REPORT OF OFFICER

Reports of Officers

Report of Alcohol License Review Committee

14. 88723 Change of Agent
Kwik Trip Inc • dba Kwik Trip 1514 • 5445 University Ave
New Agent: Joshua Burford
Class A Beer, Class A Cider
(District 19)

Attachments: Burford Agent app.pdf

Legislative History

7/16/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

15. 88744 Amending Section 38.05(3)(f) of the Madison General Ordinances to replace the word “church” with “place of worship” for the purpose of alcohol licensing distance restrictions.

Sponsors: Regina M. Vidaver

Legislative History

6/11/25	Attorney's Office Alcohol License Review Committee (7/16/25), Common Council (8/5/25)	Referred for Introduction

6/17/25	COMMON COUNCIL	Referred to the ALCOHOL LICENSE REVIEW COMMITTEE
7/16/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

16. **88836**

Operator License Application
Tony Meyer- Establishment where employed: Thrill Factory

Attachments: T Meyer App Redacted.pdf
T Meyer Face Sheet Redacted.pdf

Legislative History

6/25/25	ALCOHOL LICENSE REVIEW COMMITTEE	Return to Lead with the Recommendation for Approval
7/16/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

17. **88970**

21+ Entertainment License
Madison Children's Museum Inc • dba Madison Children's Museum
Capacity (in/out): 750/250
100 N Hamilton St • Agent: Susan Ramspacher
Class B Combination Liquor & Beer • 40% alcohol, 60% food
Police Sector 403 (District 4)

Attachments: LICENT-2025-00572 App_Redacted.pdf

Legislative History

7/16/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

18. **88971**

18+ Center for Visual & Performing Arts License
Light of the Moon Inc • dba Moon Bar
Capacity (in/out): 314/0
328 W Gorham St • Agent: Jeffrey Rood
Class B Combination Liquor & Beer • 70% alcohol, 30% food
Police Sector 403 (District 2)

Attachments: LICENT-2025-00563 App_Redacted.pdf

Legislative History

7/16/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT WITH CONDITIONS - REPORT OF OFFICER

The conditions are:
1. No refuse or recycling is to be stored on public property.
2. The 18+ entertainment license is limited to private parties; there is no such limitation on 21+ performances.
3. No patrons are permitted to enter or re-enter the establishment after 1:30am on Friday or Saturday night.

19. **88972**

Change of Licensed Premises
Stuffed Olive Madison LLC • dba The Stuffed Olive
Current Capacity (in/out): 114/0 • Proposed Capacity (in/out): 114/20
351 State St • Agent: Stephen Bassler

Class B Combination Liquor & Beer • 50% alcohol, 50% food
Police Sector 403 (District 4)
Request to add a sidewalk cafe to the premises.

Attachments: LICPCH-2025-00511 App.pdf

Legislative History

7/16/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

20. **88973**

Change of Licensed Premises
Classic Arcade LLC • dba Aftershock Classic Arcade
Current Capacity (in/out): 54/0 • Proposed Capacity (in/out): 54/20
1444 E Washington Ave • Agent: Brad Van Kauwenbergh
Class B Combination Liquor & Beer • 75% alcohol, 5% food, 20% other
Police Sector 409 (District 6)
Request to add patio on the driveway side of the building to the premises.

Attachments: LICPCH-2025-00514 App.pdf

Legislative History

7/16/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

21. **88976**

Temporary Class B Retailer License
Concurrent with Street Use Permit
Schenk's Corners Art Society
Event Location: 1900 Block Atwood Ave
Event Date: 8/15/2025 5 -10pm & 8/16/2025 2 - 10 pm
Police District: 410 (District 6)
Event: Schenk's Corners Block Party

Attachments: PERCPS-2025-00112 App_Redacted.pdf

Legislative History

7/16/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

22. **88977**

Temporary Class B Retailer License
Concurrent with Street Use Permit
Madison Homebrewers and Tasters Guild
Event Location: Olin Park
Event Date: 8/9/2025 11am - 7pm
Police District: 313 (District 14)
Event: Great Taste of the Midwest

Attachments: PERCPS-2025-00125 App_Redacted.pdf

Legislative History

7/16/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

23. **88978**

Temporary Class B Retailer License
Concurrent with Street Use Permit
Jazz at Five Inc
Event Location: 2 E Main St
Event Date: 8/6, 8/13, 8/20, 8/27, and 9/3 4 - 8pm
Police District: 406 (District 4)
Event: Jazz at Five Summer Series

Attachments: PERCPS-2025-00110 App_Redacted.pdf

Legislative History

7/16/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

24. **88979**

Change of Agent
Madison Axe LLC • dba Madison Axe • 2427 Stoughton Rd
New Agent: Brandon Long
Class B Beer
(District 16)

Attachments: LICLIB-2022-00919 Agent Change App.pdf

Legislative History

7/16/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

25. **88980**

Business Name Change
Mishqui Peruvian Cuisine LLC • Current dba: Mishqui Peruvian Cuisine
4604 Monona Dr
Class B Combination Liquor & Beer
(District 15)
New dba: Mishqui Peruvian Bistro

Attachments: LICLIB-2022-00964 dba Change.pdf

Legislative History

7/16/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

26. **88981**

Entity Reorganization
Triple Shift Entertainment LLC • dba Bowl-A-Vard
2121 East Springs Dr
Class B Combination Liquor & Beer
(District 17)
Add one new officer, remove one officer

Attachments: LICLIB-2024-00095 Officer Change App.pdf

Legislative History

7/16/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

27. **88982**

Entity Reorganization
Madison Axe LLC • dba Madison Axe
2427 Stoughton Rd
Class B Beer
(District 16)
Remove two officers

Attachments: LICLIB-2022-00919 Officer Change.pdf

Legislative History

7/16/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

28. **88983**

Entity Reorganization
HJ Liquors LLC • dba University Avenue Liquor
525 University Ave
Class A Beer, Class A Liquor
(District 2)
Remove one officer

Attachments: 76140-87544 Officer Change (2).pdf

Legislative History

7/16/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

29. **88984**

Entity Reorganization
HJ Liquors LLC • dba City View Liquor
6420 Cottage Grove Rd
Class A Beer, Class A Liquor
(District 3)
Remove one officer

Attachments: LICLIA-2019-01247 Officer Change (2).pdf

Legislative History

7/16/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

30. **88985**

Entity Reorganization
Vintage II Inc • dba Tangent
803 E Washington Ave
Class B Combination Liquor & Beer
(District 6)
Add one new officer, remove one officer

Attachments: LICLIB-2018-00558 Officer Change App.pdf

Legislative History

7/16/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

31. **88986**

Entity Reorganization
Vintage II Inc • dba Vintage Brewing Co
674 S Whitney Way
Class B Combination Liquor & Beer
(District 19)
Add one new officer, remove one officer

Attachments: 76139-87543 Officer Change App.pdf

Legislative History

7/16/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

32. **89189**

Request to extend license issuance beyond the 180 day limit under MGO 38.05
Wisco Cheese & Cheers LLC • dba TBD
4905 Commercial Ave Suite B • Agent: Keval Patel
Estimated Capacity (in/out): 20/0
Class B Beer • 20% alcohol, 80% food
Police Sector 609 (District 3)

Attachments: Wisco cheese & Cheers - 4905 commercial ave suite B.pdf

Legislative History

7/16/25	ALCOHOL LICENSE REVIEW COMMITTEE	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

Report of Board of Public Works

33. **88855**

Determining a Public Purpose and Necessity and adopting Transportation Project Plat Numbers: 12777-3-4.02 - Amendment No. 2 and 12777-3-4.11 Amendment No. 1 (District 9 & District 19)

Sponsors: Joann Pritchett

Attachments: 12777-3-4.11 Amendment No. 1 06-04-2025.pdf
12777-3-4.02 Amendment No. 2 06-04-2025.pdf

Legislative History

6/24/25	Engineering Division Board of Public Works (7/16/25), Plan Commission (7/7/25), Common Council (8/5/25)	Referred for Introduction
7/1/25	COMMON COUNCIL Additional referral to Plan Commission.	Refer to the BOARD OF PUBLIC WORKS
7/1/25	BOARD OF PUBLIC WORKS	Refer to the PLAN COMMISSION
7/7/25	PLAN COMMISSION	Return to Lead with the Recommendation for Approval to the BOARD OF PUBLIC WORKS
7/16/25	BOARD OF PUBLIC WORKS	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

34. **89010**

Approving plans and specifications and authorizing the Board of Public Works to advertise and receive bids for 346 E. Lakeside St. Demolition. (District 13)

Sponsors: BOARD OF PUBLIC WORKS

Attachments: 346 E Lakeside Demolition - IW.pdf

Legislative History

7/7/25	Engineering Division	Refer to the BOARD OF PUBLIC WORKS
7/16/25	BOARD OF PUBLIC WORKS	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

35. **89011** Approving Addendum No. 1 to Two Points Crossing CSM, Contract No. 8517 (District 1)

Sponsors: BOARD OF PUBLIC WORKS

Attachments: 8517 Exhibit.pdf
8517_Addendum_No1.pdf

Legislative History

7/7/25	Engineering Division	Refer to the BOARD OF PUBLIC WORKS
7/16/25	BOARD OF PUBLIC WORKS	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

36. **89012** Awarding Public Works Contract No. 8784, E Main Street and South Hancock Street Assessment District - 2025 (District 4 and District 6)

Sponsors: BOARD OF PUBLIC WORKS

Attachments: 8784 bid opening.pdf
8784 award.pdf

Legislative History

7/7/25	Engineering Division	Refer to the BOARD OF PUBLIC WORKS
7/16/25	BOARD OF PUBLIC WORKS	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

37. **89015** Approving plans and specifications and authorizing the Board of Public Works to advertise and receive bids for Stricker Pond Forebay Dredging. (District 19)

Sponsors: John P. Guequierre

Attachments: 15697 - Sheet Set.pdf

Legislative History

7/7/25	Engineering Division	Refer to the BOARD OF PUBLIC WORKS
7/16/25	BOARD OF PUBLIC WORKS	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

38. **89074** Awarding Public Works Contract No. 8763, Badger Rusk Shared-Use Path & N. Rusk Avenue Assessment District - 2025. (District 14)

Sponsors: BOARD OF PUBLIC WORKS

Attachments: 8763BidOpeningTab.pdf
8763 Award.pdf

Legislative History

7/8/25	Engineering Division	Refer to the BOARD OF PUBLIC WORKS
7/16/25	BOARD OF PUBLIC WORKS	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

39. **89077** Awarding Public Works Contract No. 8785, Meyer Avenue Assessment District - 2025. (District 11)

Sponsors: BOARD OF PUBLIC WORKS

Attachments: 8785 BID OPENING.pdf
8785 AWARD.pdf

Legislative History

7/8/25	Engineering Division	Refer to the BOARD OF PUBLIC WORKS
7/16/25	BOARD OF PUBLIC WORKS	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

40. **89100** Accepting bituminous surface pavement constructed by Private Contract in First Addition to 1000 Oaks Phase 11, Private Contract No. 9219. (District 9)

Sponsors: BOARD OF PUBLIC WORKS

Attachments: 9219 Streets Schedule A bituminous.pdf

Legislative History

7/8/25	Engineering Division	Refer to the BOARD OF PUBLIC WORKS
7/16/25	BOARD OF PUBLIC WORKS	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

41. **89101** Approving plans and specifications for public improvements required to serve Phase 2 of the Subdivision known as Midpoint Meadows and authorizing construction to be undertaken by the Developer, Private Contracts 9660 and 9661. (District 1)

Sponsors: BOARD OF PUBLIC WORKS

Attachments: 9660_9661 BPW Exhibit.pdf

Legislative History

7/8/25	Engineering Division	Refer to the BOARD OF PUBLIC WORKS
7/16/25	BOARD OF PUBLIC WORKS	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

42. **89106** Assessing Benefits Lowell Street Assessment District - 2024. (District 13)

Sponsors: BOARD OF PUBLIC WORKS

Attachments: 14078_FinalLowell_Assess.pdf
SpecialAssessWaiver-908LowellSt_signed.pdf

Legislative History

7/8/25	Engineering Division	Refer to the BOARD OF PUBLIC WORKS
7/16/25	BOARD OF PUBLIC WORKS	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

43. **89121** Approving plans and specifications for public improvements required to serve the Subdivision known as Hill Valley Phase 2A and authorizing construction to be undertaken by the Developer, Private Contracts 9662 and 9663. (District 1)

Sponsors: BOARD OF PUBLIC WORKS

Attachments: 9662_9663 BPW Exhibit.pdf

Legislative History

7/9/25	Engineering Division	Refer to the BOARD OF PUBLIC WORKS
7/16/25	BOARD OF PUBLIC WORKS	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

Report of City Attorney

44. **89226** Authorizing the Mayor to be the single signer of grant applications, grant agreements and other contracts with the State of Wisconsin and United States government, when required.

Sponsors: Regina M. Vidaver And MGR Govindarajan

Legislative History

7/17/25	Attorney's Office	RECOMMEND TO COUNCIL TO ADOPT UNDER SUSPENSION OF MGO 2.055

AGENDA NOTE: Finance Committee considered file 89226 (discussion item) at the 7/28/25 meeting. Recommendation is to adopt under suspension of MGO 2.055.

Report of City Clerk

45. **86236** Report of Operator License Applications August 5, 2025. See attached report for list of operators.

Attachments: New Operators

Legislative History

11/20/24	Clerk's Office	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER

Report of Common Council Executive Committee

46. **87483** Adopting the Updated Elected and Appointed Official Code of Ethical Conduct

Sponsors: Bill Tishler

Attachments: PROPOSED: Updated Elected and Appointed Official Code of Ethical Conduct3
IN EFFECT: Elected and Appointed Official Code of Ethical Conduct Updated 7-
BPW Presentation Elected and Appointed Official Code of Ethical Conduct.pdf
Updated Presentation Elected and Appointed Official Code of Ethical Conduct.p
Updated 7-17-25 Elected and Appointed Official Code of Ethical Conduct.pdf

Legislative History

3/5/25	Council Office	Referred for Introduction
	Common Council Executive Committee (3/25/25), Common Council (3/25/25)	
3/11/25	COMMON COUNCIL	Refer to the COMMON COUNCIL EXECUTIVE COMMITTEE
	Additional Referrals to Board Of Public Works (5/7/25), Plan Commission (5/12/25), Board Of Park Commissioners (5/14/25), Landmarks Commission (5/19/25), Madison Public Library Board (6/5/25), Equal Opportunities Commission (6/12/25), Police Civilian Oversight Board (6/18/25), Transportation Commission (6/25/25), Affirmative Action Commission (7/3/25), Economic Development Committee	

(7/10/25), Alcohol License Review Committee (7/16/25), Disability Rights Commission (7/24/25), Common Council (8/5/25)

3/12/25	COMMON COUNCIL EXECUTIVE COMMITTEE	Referred to the BOARD OF PUBLIC WORKS
3/12/25	COMMON COUNCIL EXECUTIVE COMMITTEE	Referred to the PLAN COMMISSION
3/12/25	COMMON COUNCIL EXECUTIVE COMMITTEE	Referred to the BOARD OF PARK COMMISSIONERS
3/12/25	COMMON COUNCIL EXECUTIVE COMMITTEE	Referred to the LANDMARKS COMMISSION
3/12/25	COMMON COUNCIL EXECUTIVE COMMITTEE	Referred to the MADISON PUBLIC LIBRARY BOARD
3/12/25	COMMON COUNCIL EXECUTIVE COMMITTEE	Referred to the EQUAL OPPORTUNITIES COMMISSION
3/12/25	COMMON COUNCIL EXECUTIVE COMMITTEE	Referred to the POLICE CIVILIAN OVERSIGHT BOARD
3/12/25	COMMON COUNCIL EXECUTIVE COMMITTEE	Referred to the TRANSPORTATION COMMISSION
3/12/25	COMMON COUNCIL EXECUTIVE COMMITTEE	Referred to the AFFIRMATIVE ACTION COMMISSION
3/12/25	COMMON COUNCIL EXECUTIVE COMMITTEE	Referred to the ECONOMIC DEVELOPMENT COMMITTEE
3/12/25	COMMON COUNCIL EXECUTIVE COMMITTEE	Referred to the ALCOHOL LICENSE REVIEW COMMITTEE
3/12/25	COMMON COUNCIL EXECUTIVE COMMITTEE	Referred to the DISABILITY RIGHTS COMMISSION
3/19/25	ALCOHOL LICENSE REVIEW COMMITTEE	Re-refer to the ALCOHOL LICENSE REVIEW COMMITTEE
3/19/25	ALCOHOL LICENSE REVIEW COMMITTEE	Take Off The Table
3/19/25	ALCOHOL LICENSE REVIEW COMMITTEE	Table
5/7/25	BOARD OF PUBLIC WORKS	Return to Lead with the Recommendation for Approval to the Council Office
5/12/25	PLAN COMMISSION	Return to Lead with the Recommendation for Approval to the COMMON COUNCIL EXECUTIVE COMMITTEE
6/5/25	MADISON PUBLIC LIBRARY BOARD	Return to Lead with the Recommendation for Approval to the COMMON COUNCIL EXECUTIVE COMMITTEE
6/11/25	BOARD OF PARK COMMISSIONERS	Return to Lead with the Recommendation for Approval to the COMMON COUNCIL EXECUTIVE COMMITTEE
6/25/25	TRANSPORTATION COMMISSION	Return to Lead with the Recommendation for Approval to the COMMON COUNCIL EXECUTIVE COMMITTEE
7/16/25	ALCOHOL LICENSE REVIEW COMMITTEE	Return to Lead with the Recommendation for Approval to the COMMON COUNCIL

Add terminology regarding culture and speaking to members of the media.

7/16/25	ECONOMIC DEVELOPMENT COMMITTEE	Return to Lead with the Following Recommendation(s) to the COMMON COUNCIL

A motion was made by Bulgrin seconded by Liggon to return to lead with the recommendation to adopt with the following recommendations:
1. That it stay a living document
2. That it is made available to the public
The motion passed unanimously by voice vote. Madison was absent at the time of the vote.

AGENDA NOTE: The lead sponsor recommendation is to re-refer to the Common Council Executive Committee (9/16/25) and Common Council (9/16/25). Public comment will be heard when the file returns on 9/16/25.

47. 88483 Creating Section 2.035 of the Madison General Ordinances related to requiring elector signatures with application to fill vacancy on the Common Council.

Sponsors: MGR Govindarajan, Derek Field And Sean O'Brien

Legislative History

5/27/25	Attorney's Office	Referred for Introduction

Common Council Executive Committee (7/1/25), Common Council (7/1/25)

6/3/25	COMMON COUNCIL	Referred to the COMMON COUNCIL EXECUTIVE COMMITTEE
7/1/25	COMMON COUNCIL	Re-refer to the COMMON COUNCIL EXECUTIVE COMMITTEE
7/1/25	COMMON COUNCIL EXECUTIVE COMMITTEE	RECOMMEND TO COUNCIL TO RE-REFER - REPORT OF OFFICER

Recommended re-referral to the Common Council Executive Committee (8/5/25) and Common Council (8/5/25)

AGENDA NOTE: A recommendation will be made from the floor as Common Council Executive Committee meets 8/5/25.

Report of Department of Planning and Community and Economic Development

48. 89346 Re-approving a Certified Survey Map of property owned by Bella on Butler, LLC located at 117-125 N Butler Street (District 2).

Sponsors: Planning Division

Attachments: 117-125 N Butler St CSM.pdf
Approval Letter 11-01-22.pdf
Link to Resolution ID 73373

Legislative History

7/29/25	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 November 1, 2022 approval letter (attached).

Report of Finance Committee

49. 88698

Authorizing Madison Water Utility's General Manager to certify municipal services bills, assessments, and charges to the 2025 tax rolls of other governmental units for delinquent accounts in those jurisdictions.

Sponsors: MGR Govindarajan And Regina M. Vidaver

Attachments: Memo Authorizing General Manager to Certify Tax Roll .pdf

Legislative History

6/9/25	Water Utility	Referred for Introduction
	Finance Committee (7/28/25), Water Utility Board (7/22/25), Common Council (8/5/25)	
7/1/25	COMMON COUNCIL	Refer to the FINANCE COMMITTEE
	Additional referral to Water Utility Board.	
7/1/25	FINANCE COMMITTEE	Referred to the WATER UTILITY BOARD
7/22/25	WATER UTILITY BOARD	Return to Lead with the Recommendation for Approval to the FINANCE COMMITTEE
7/28/25	FINANCE COMMITTEE	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

50. 88852

Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing

Sponsors: Regina M. Vidaver And MGR Govindarajan

Attachments: Item 5 - Memo - Declaring Intent for Seeking SDWLP Reimbursements.pdf

Legislative History

6/24/25	Water Utility	Referred for Introduction
	Finance Committee (7/28/25), Water Utility Board (7/22/25), Common Council (8/5/25)	
7/15/25	COMMON COUNCIL	Referred to the FINANCE COMMITTEE
	Additional referral to Water Utility Board	
7/15/25	FINANCE COMMITTEE	Referred to the WATER UTILITY BOARD
7/22/25	WATER UTILITY BOARD	Return to Lead with the Recommendation for Approval to the FINANCE COMMITTEE
7/28/25	FINANCE COMMITTEE	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

51. 88894

Amending the 2025 Engineering Major Streets Adopted Capital Budget to transfer $80,000 of existing GO budget authority from Engineering - Major Streets to Planning for the Percent for Art Aggregate Fund related to the John Nolen Drive Street Reconstruction Project. (District 4, District 13)

Sponsors: Michael E. Verveer, Tag Evers And Dina Nina Martinez-Rutherford

Legislative History

6/26/25	Planning Division	Referred for Introduction
	Finance Committee (7/15/25), Common Council (7/15/25)	
7/1/25	COMMON COUNCIL	Refer to the FINANCE COMMITTEE
7/15/25	COMMON COUNCIL	Refer to the MADISON ARTS COMMISSION
	Madison Arts Commission (7/28/25), Common Council (8/5/25)	
7/15/25	FINANCE COMMITTEE	RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED) - REPORT OF OFFICER

7/28/25	MADISON ARTS COMMISSION	Return to Lead with the Recommendation for Common Council to Adopt to the FINANCE COMMITTEE

52. 88895

Accepting ownership of the Wisconsin Landscape mosaic mural by mural artist Arnold Zweerts (1918 Bussum, Netherlands-2009 Hood River, Oregon) which will be installed in the Madison Parks Division's Lakeside Offices' boardroom, 330 E. Lakeside Street, Madison, WI 53715, accepting the non-cash donations and authorizing the Planning Division Director to execute a donation agreement with the Kohler Foundation, Inc. (District 13).

Sponsors: Dina Nina Martinez-Rutherford And Tag Evers

Attachments: ZWEERTS 1961.may.23 mosaic demo AIC Bart Ryckbosch.jpeg
Zweerts Mockup Parks Dept.jpg
Declaration of Gift - Zweerts Mosaic to City of Madison.pdf
Zweerts Mosaic Proposal.pdf

Legislative History

6/26/25	Planning Division	Referred for Introduction Finance Committee (7/28/25), Madison Arts Commission (7/28/25), Common Council (8/5/25)
7/15/25	COMMON COUNCIL	Referred to the FINANCE COMMITTEE Additional referral to Madison Arts Commission
7/15/25	FINANCE COMMITTEE	Referred to the MADISON ARTS COMMISSION
7/28/25	FINANCE COMMITTEE	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER
7/28/25	MADISON ARTS COMMISSION	Return to Lead with the Recommendation for Common Council to Adopt to the FINANCE COMMITTEE

53. 89006

Authorizing the Issuance and Establishing the Parameters for the Sale of Not to Exceed $137,910,000 General Obligation Promissory Notes, of the City of Madison, Wisconsin, and Directing the Final Approval of the Terms Thereof.

Sponsors: Regina M. Vidaver And Satya V. Rhodes-Conway

Attachments: 89006 Body.pdf
2025 GO Borrowing Overview -- 7-28-2025.pdf

Legislative History

7/7/25	Attorney's Office	Referred for Introduction Finance Committee (7/28/25), Common Council (8/5/25)
7/15/25	COMMON COUNCIL	Referred to the FINANCE COMMITTEE
7/28/25	FINANCE COMMITTEE	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

54. 89040

Recreate vacant position #4476 from a 1.0 FTE Planner 2 to a 1.0 FTE Library IT Specialist 1 and create a 0.6 FTE Clerk 1 position within the Library Operating Budget.

Sponsors: Director of Human Resources

Attachments: FinComm Memo MPL Planner 2.pdf

Legislative History

7/8/25	Human Resources Department Finance Committee (7/28/25), Common Council (8/5/25)	Referred for Introduction
7/15/25	COMMON COUNCIL	Referred to the FINANCE COMMITTEE
7/28/25	FINANCE COMMITTEE	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

55. **89041**

Mid-Year Appropriation Resolution amending the 2025 Adopted Operating Budget by taking the following actions: appropriating $2.3 million in general fund balance, appropriating $30,128 in library fund balance, appropriating $253,185 in Public Health fund balance, making transfers within agency budgets based on projected spending through the 2nd quarter of 2025, and appropriating revenues and making other adjustments in non-general fund agencies; and amending the 2025 Adopted Capital Budget by taking the following actions: updating project descriptions for approved capital projects, appropriating funding from non-borrowing sources, updating TID proceeds and borrowing based on recently adopted amendments to TID project plans, authorizing transfers of borrowing across projects, and removing excess borrowing.

Sponsors: Satya V. Rhodes-Conway

Attachments: 2025 2ndQ Projection - FC.pdf
2025 2ndQ Projection - FC v2.pdf
89041 v1.pdf

Legislative History

7/8/25	Finance Department Finance Committee (7/28/25), Common Council (8/5/25)	Referred for Introduction
7/15/25	COMMON COUNCIL	Referred to the FINANCE COMMITTEE
7/28/25	FINANCE COMMITTEE	RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED) - REPORT OF OFFICER

56. **89042**

Authorizing the Release of the 2026 Crisis Intervention and Prevention (CIP) Services Request for Proposals (RFP) Reflecting Modest Program and Structural Changes Based on Community and Provider Feedback

Sponsors: Julia Matthews

Attachments: Final Resolution_2025 CIP RFP.pdf
FINAL_2025 CIP RFP.pdf

Legislative History

7/8/25	Community Development Division Finance Committee (7/28/25), Common Council (8/5/25)	Referred for Introduction
7/15/25	COMMON COUNCIL	Referred to the FINANCE COMMITTEE
7/28/25	FINANCE COMMITTEE	RECOMMEND TO COUNCIL WITH THE FOLLOWING RECOMMENDATIONS - REPORT OF OFFICER

Recommend Council to adopt with a request to staff to work with City alders to amend the language in the RFP related to data collection and intended outcomes.

Report of Plan Commission

57. 88559 Approving a Certified Survey Map of property owned by Common Grace, LLC located at 3565 Tulane Avenue (District 15).

Sponsors: Planning Division

Attachments: CSM Application.pdf
Letter of Intent.pdf
Proposed CSM.pdf
Public Comment 7-10-25.pdf
Link to Rezoning Ord File 88718

Legislative History

5/30/25	Planning Division	Referred for Introduction
	Plan Commission (7/28/25), Common Council (8/5/25)	
6/17/25	COMMON COUNCIL	Referred to the PLAN COMMISSION
7/28/25	PLAN COMMISSION	RECOMMEND TO COUNCIL TO ADOPT WITH CONDITIONS - REPORT OF OFFICER

On a motion by Commissioner Solheim, seconded by Alder Glenn, the Plan Commission found the standards met and voted to recommend to Council to adopt the resolution approving the certified survey map subject to the conditions in the staff report. The motion passed by voice vote/other.

58. 89107 Revising the Area Plan Sequence

Sponsors: Regina M. Vidaver, Tag Evers, Will Ochowicz, Yannette Figueroa Cole And Michael E. Verveer

Attachments: Area Plan Sequence Map - Adopted 2022.pdf
Area Plan Sequence Map - Proposed 2025.pdf
Area Plan Sequence - Proposed Changes to Schedule.pdf
250714 Area Plan Sequence Memo.pdf

Legislative History

7/8/25	Department of Planning and Community and Economic Development	Referred for Introduction
	Plan Commission (7/28/25), Common Council (8/5/25)	
7/15/25	COMMON COUNCIL	Referred to the PLAN COMMISSION
7/28/25	PLAN COMMISSION	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

On a motion by Alder Glenn, seconded by Alder Field, the Plan Commission recommended the Common Council adopt the revised area plan sequence.

Report of Risk Manager

59. 88884 A. Sorenson - Vehicle Damage - $445.00

Legislative History

7/15/25	COMMON COUNCIL	Referred to the Risk Manager

7/29/25	Risk Manager	RECOMMEND TO COUNCIL TO DISALLOW - REPORT OF OFFICER

60. 88898 D. Battle - Vehicle Damage and Bodily/Personal Injury - $19,000.00

Legislative History

7/15/25	COMMON COUNCIL	Referred to the Risk Manager
7/29/25	Risk Manager	RECOMMEND TO COUNCIL TO DISALLOW - REPORT OF OFFICER

61. 88903 N. Colley - Property Damage - $1,200.00

Legislative History

7/15/25	COMMON COUNCIL	Referred to the Risk Manager
7/29/25	Risk Manager	RECOMMEND TO COUNCIL TO DISALLOW - REPORT OF OFFICER

62. 88929 Murphy Sanchez, PLLC on behalf of USAA - Property Damage - $2,497.81

Legislative History

7/15/25	COMMON COUNCIL	Referred to the Risk Manager
7/29/25	Risk Manager	RECOMMEND TO COUNCIL TO DISALLOW - REPORT OF OFFICER

63. 88950 D. Raker - Vehicle Damage - $1,467.27

Legislative History

7/15/25	COMMON COUNCIL	Referred to the Risk Manager
7/29/25	Risk Manager	RECOMMEND TO COUNCIL TO DISALLOW - REPORT OF OFFICER

64. 89004 T. White - Vehicle Damage - $6,975.00

Legislative History

7/15/25	COMMON COUNCIL	Referred to the Risk Manager
7/29/25	Risk Manager	RECOMMEND TO COUNCIL TO DISALLOW - REPORT OF OFFICER

65. 89009 L. Green - Economic and Non-Economic Damages - $50,000.00

Legislative History

7/15/25	COMMON COUNCIL	Referred to the Risk Manager
7/29/25	Risk Manager	RECOMMEND TO COUNCIL TO DISALLOW - REPORT OF OFFICER

Report of Vending Oversight Committee

66. 88833 Granting additional Special Vending Approvals under MGO 9.13(6)(k) for a 2025 Special Event as detailed on the accompanying special event resolution table. Also attached is the Special Event resolution table that was approved previously for 2025 Special Events at the March 11, 2025 Common Council meeting

Sponsors: Michael E. Verveer

Attachments: 2025 SE Resolution - pt.1 adoped @ 3.11.25 CC.pdf
2025 Special Event Resolution.pdf
2025 SE Resolution pt.2 - table.pdf

Legislative History

6/21/25	Parks Division	Referred for Introduction
	Vending Oversight Committee (7/30/25), Common Council (8/5/25)	
7/15/25	COMMON COUNCIL	Referred to the VENDING OVERSIGHT COMMITTEE

AGENDA NOTE: The recommendation from the lead sponsor is to adopt, as Vending Oversight Committee did not meet on 7/30/25.

Report of Water Utility Board

67. **89005** Determining a Public Purpose and Necessity and adopting a Relocation Order for the acquisition of land interests required for the construction and maintenance of public water transmission pipeline facilities to be constructed by the Pressure Zone 4 Interstate Crossing project. (District 16)

Sponsors: Sean O'Brien And Regina M. Vidaver

Attachments: Vicinity Map.pdf
Pressure Zone Relocation Order Sheet 1.pdf
Pressure Zone Relocation Order Sheet 2.pdf
Memo - 2025 Interstate Crossing Relocation Order.pdf

Legislative History

7/8/25	Engineering Division	Referred for Introduction
	Water Utility Board (7/22/25), Board of Public Works (7/16/25), Plan Commission (7/28/25), Common Council (8/5/25)	
7/15/25	COMMON COUNCIL	Referred to the WATER UTILITY BOARD
	Additional referrals to Board of Public Works and Plan Commission	
7/15/25	WATER UTILITY BOARD	Referred to the BOARD OF PUBLIC WORKS
7/15/25	WATER UTILITY BOARD	Referred to the PLAN COMMISSION
7/16/25	BOARD OF PUBLIC WORKS	Return to Lead with the Recommendation for Approval to the WATER UTILITY BOARD
7/22/25	WATER UTILITY BOARD	RECOMMEND TO COUNCIL TO ADOPT
7/28/25	PLAN COMMISSION	Return to Lead with the Recommendation for Approval to the Water Utility

Items Referred to this Meeting

Resolutions

68. **88556** Approving a Certified Survey Map of property owned by Aaron Leair and Leah Vandenberg located at 202 Dixon Street (District 15).

Sponsors: Planning Division

Attachments: Application_Redacted.pdf
Letter of Intent.pdf
Proposed CSM.pdf
CSM Approval Letter.pdf

Legislative History

7/2/25	Planning Division Common Council (8/5/25)	Referred for Introduction
7/15/25	COMMON COUNCIL Adopt 8/5/25	Refer to a future Meeting to Adopt to the COMMON COUNCIL
7/29/25	Department of Planning and Community and Economic Development The proposed Certified Survey Map has been administratively approved as allowed by MGO Section 16.23(4)(f) subject to the conditions included in the attached letter. Staff recommends adoption of the resolution.	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER

69. **89144** Accepting ownership of the sculpture “Mother & Child” by Austen Brantley, located at the end of the sidewalk segment in the public right-of-way adjacent to 3002 Darbo Drive. (District 15)

Sponsors: Dina Nina Martinez-Rutherford

Attachments: 2025-07 Austen Brantley Mother and Child Acceptance Docs.pdf

Legislative History

7/9/25	Planning Division Common Council (8/5/25)	Referred for Introduction
7/15/25	COMMON COUNCIL Adopt 8/5/2025	Refer to a future Meeting to Adopt to the COMMON COUNCIL

Introduction of New Business for Referral Without Debate

Ordinances

70. **89252** Repealing and Recreating Subsection 12.1335(2) of the Madison General Ordinances to update the Snow Emergency Zone Description.

Sponsors: Regina M. Vidaver, Tag Evers, Davy Mayer, Will Ochowicz And Michael E. Verveer

Legislative History

7/22/25	Attorney's Office Transportation Commission (8/13/25); Common Council (9/2/25)	Referred for Introduction

71. **89254** Amending Sections 4.095, 10.05, 10.055, 10.08, 10.101, 23.24 and 1.08(3)(a) and Creating Section 10.105 of the Madison General Ordinances to enhance the City’s street tree protection provisions and to establish a Street Tree Replacement Fund.

Sponsors: Satya V. Rhodes-Conway, Michael E. Verveer, Tag Evers, Davy Mayer And Will Ochowicz

Attachments: 89254Body.pdf
Tree Protection Specifications-Proposed Updates.pdf
Tree Protection Ord Changes (7.22.25).pdf

Legislative History

7/22/25 Attorney's Office Referred for Introduction
Board of Public Works (9/3/25), Plan Commission (8/11/25), Sustainable Madison Committee (8/20/25), Finance Committee (8/25/25), Common Council (9/16/25)

72. **89325** Amending Sections 10.25(4), 23.21(1), 23.22, 23.25 and 23.40(4)(b) of the Madison General Ordinances to reflect changes to tree authority and the requirements of the terrace treatment policy.

Sponsors: John P. Guequierre And Badri Lankella

Legislative History

7/28/25 Attorney's Office Referred for Introduction
Board of Public Works (9/3/25), Board of Parks Commissioners (8/13/25), Common Council (9/16/25)

73. **89326** Amending Section 28.151 of the Madison General Ordinances related to Supplemental Regulations to amend regulations for Accessory Dwelling Units.

Sponsors: Will Ochowicz And Carmella Glenn

Legislative History

7/28/25 Attorney's Office Referred for Introduction
Plan Commission Public Hearing (8/25/25), Common Council (9/2/25)

74. **89357** Amending Section 28.098(2)(h) of the Madison General Ordinances related to updating Planned Development zoning to allow additional stories for downtown affordable housing. (District 2, District 4, District 6)

Sponsors: Derek Field, John P. Guequierre And Michael E. Verveer

Legislative History

7/29/25 Attorney's Office Referred for Introduction
Plan Commission Public Hearing (8/25/25), Common Council (9/2/25)

75. **89358** Amending Section 28.098 of the Madison General Ordinances related to Alterations to a Planned Development District to include a timeline for inactivity.

Sponsors: Derek Field, Carmella Glenn And John P. Guequierre

Legislative History

7/29/25 Attorney's Office Referred for Introduction
Plan Commission Public Hearing (8/25/25), Common Council (9/2/25)

76. **89375** Creating Section 28.022-00724 of the Madison General Ordinances to change the zoning of property located at 302-308 East Washington Avenue and 15-27 North Butler Street from UMX (Urban Mixed-Use) and PD (Planned Development) District to PD (GDP) (Planned Development-General Development Plan) District and creating Section 28.022-00725 to approve a Specific Implementation Plan. (District 2)

Sponsors: Planning Division

Attachments: 302-308 E Washington Ave.pdf

Legislative History

7/30/25 Attorney's Office Referred for Introduction
Plan Commission Public Hearing (8/25/25), Common Council (9/2/25)

77. **89376** Creating Section 28.022-00726 of the Madison General Ordinances to change the zoning of property located at 124-126 State Street and 115 West Dayton Street from PD (Planned Development) District to DC (Downtown Core) District. (District 4)

Sponsors: Planning Division

Attachments: 124-126 State Street.pdf

Legislative History

7/30/25 Attorney's Office Referred for Introduction
Plan Commission Public Hearing (8/25/25), Common Council (9/2/25)

Resolutions

78. **89266** Amending the 2025 Adopted Engineering-Bicycle & Pedestrian Capital Budget and awarding Public Works Contract 8739, Tancho Dr Bike Path & Northeast Pond Repair. (District 17)

Sponsors: Sabrina V. Madison

Attachments: 8739BidOpeningTab Jul242025.pdf
8739 award.pdf

Legislative History

7/28/25 Engineering Division Referred for Introduction
Finance Committee (8/25/25), Board of Public Works (8/6/25), Common Council (9/2/25)

79. **89270** Approving Plans and Specifications for the Site Restoration of 114 E Wilson St (Former Government East Ramp). (District 4)

Sponsors: Michael E. Verveer

Attachments: Former Govt East Parking Ramp Site Plan_2025-06-12.pdf

Legislative History

7/30/25 Engineering Division Referred for Introduction
Board of Public Works (8/6/25), Finance Committee (8/25/25), Common Council (9/2/25)

80. **89324** Authorizing the Mayor and the City Clerk to execute an amendment to the Breese Stevens Stadium Use and Operating Agreement with Big Top Events LLC to update the limitations on alcohol sales at Stadium Events. (District 6)

Sponsors: Davy Mayer

Attachments: Breese Stevens-First Amendment to Operating Agreement (Final).pdf

Legislative History

7/28/25 Parks Division Referred for Introduction
Finance Committee (8/25/25), Board of Park Commissioners (8/13/25), Common Council (9/2/25)

81. **89327** Authorizing the Planning Division to lead the preparation of the Downtown Area Plan and Adopting a Public Participation Plan

Sponsors: Tag Evers, Davy Mayer, Will Ochowicz, MGR Govindarajan And Michael E. Verveer

Attachments: DAP_Planning Area_Exhibit_A.pdf
DAP_PPP_Exhibit_B.pdf
Madison Process Graphic.pdf

Legislative History

7/28/25 Department of Planning and Community and Economic Development — Referred for Introduction
Plan Commission (8/11/25), Common Council (9/2/25)

82. **89336** Amending the Parks Divisions 2025 Adopted Capital Budget using Golf Revenue Reserves for the purchase of specialized turf management equipment for the City of Madison Golf Courses. (District 11, District 13, District 15, and District 16)

Sponsors: Derek Field

Legislative History

7/29/25 Parks Division — Referred for Introduction
Finance Committee (8/25/25), Common Council (9/2/25)

83. **89337** Confirming the reappointment of Steven Espada Dawson to the position of Poet Laureate

Sponsors: Dina Nina Martinez-Rutherford

Legislative History

7/29/25 Planning Division — Referred for Introduction
Common Council (9/2/25)

84. **89338** Approving the fabrication, installation, and locations of a visual land acknowledgement by James Terry and two murals by Rodrigo Carapia and Issis Macias, at the Madison Public Market and authorizing the Planning Division Director to sign any necessary contracts, agreements, and other documents to implement the project (District 12).

Sponsors: Dina Nina Martinez-Rutherford And Julia Matthews

Attachments: Public Market Art Plan 2025-07-29 Additions.pdf

Legislative History

7/29/25 Planning Division — Referred for Introduction
Finance Committee (8/25/25), Common Council (9/2/25)

85. **89344** Accepting the 2025 Agency Annual Surveillance Technology Reports for the 2024 Calendar Year

Sponsors: Regina M. Vidaver

Attachments: Annual Surveillance Technology Reports 2025 - Combined.pdf

Legislative History

7/29/25 Council Office — Referred for Introduction
Common Council Executive Committee (9/16/25), Common Council (9/16/25)

86. 89347 Authorizing execution of a sole source $150,000 contract with Downtown Madison Inc. for the preparation of a Downtown Economic Investment Strategy (District 2, District 4, District 6, District 8, and District 13).

Sponsors: Michael E. Verveer And Will Ochowicz

Attachments: Madison Greater Downtown Economic Investment Strategy_MIGSOW_0620202
DMI EIS Contract Appendix A_Coordination Deliverables 072925.pdf
Madison Process Graphic.pdf

Legislative History

7/29/25 Department of Planning and Community and Economic Development — Referred for Introduction
Finance Committee (8/25/25), Common Council (9/2/25)

87. 89354 Accepting the Economic Development Division's "2025 Small Business Assistance Policy Paper" as the basis for structuring and conducting a Request for Proposals (RFP) process and authorizing the Community and Economic Development Divisions to undertake this process and recommend, for approval by the Common Council, a funding allocation plan regarding awards and contracts that will take effect on or after January 1, 2026 (Citywide).

Sponsors: John P. Guequierre, Barbara Harrington-McKinney And Dina Nina Martinez-Rutherford

Legislative History

7/29/25 Community Development Division — Referred for Introduction
Finance Committee (8/25/25), Community Development Block Grant Committee (8/7/25), Common Council (9/2/25)

88. 89355 Amending the capital improvement projects identified in the Hawthorne-Truax Neighborhood Plan, previously approved by Common Council via RES-24-00690 (Legistar #85812), to redirect Community Development Block Grant (CDBG) funds from lighting improvements to the creation of an art mural at Hawthorne Elementary School (District 12).

Sponsors: John P. Guequierre, Barbara Harrington-McKinney And Dina Nina Martinez-Rutherford

Legislative History

7/29/25 Community Development Division — Referred for Introduction
Finance Committee (8/25/25), Community Development Block Grant Committee (8/7/25), Common Council (9/2/25)

89. 89356 Authorizing a loan of up to $43,000 to Solace Friends, Inc. from the Community Facilities Loan Program to help finance exterior improvements to its facility located at 4142 Monona Drive, Madison WI, and authorizing the Mayor and City Clerk to sign an agreement for that purpose (District 15).

Sponsors: John P. Guequierre, Barbara Harrington-McKinney And Dina Nina Martinez-Rutherford

Legislative History

7/29/25 Community Development Division — Referred for Introduction

Finance Committee (8/25/25), Community Development Block Grant Committee (8/7/25), Common Council (9/2/25)

90. 89377

Authorizing the settlement and payment of a tax refund for tax year 2023 for 1255 Fourier LLC v. City of Madison, Dane County Circuit Court Case number 2024CV001488. Authorizing entry into settlement agreement and approving payment of approximately $76,036.22 from City resources to effectuate the settlement, $30,360.03 represents the City's approximate portion of the settlement. (District 9)

Sponsors: Satya V. Rhodes-Conway

Legislative History

7/30/25 Attorney's Office Referred for Introduction
Finance Committee (8/25/25), Common Council (9/2/25)

91. 89378

Authorizing the allocation of up to $2,000,000 of City Affordable Housing Funds to help the Madison Revitalization and Community Development Corporation (MRCDC) finance the rehabilitation and preservation of seven (7) units of rental housing and common area improvements at separate scattered site properties, and the Community Development Authority (CDA) finance the rehabilitation and preservation of eleven (11) units of rental housing at Monona Shores Apartments, and authorizing the Mayor and the City Clerk to enter into Loan Agreements. (District 5, District 10, District 11, District 14, District 16)

Sponsors: John P. Guequierre, Barbara Harrington-McKinney And Dina Nina Martinez-Rutherford

Legislative History

7/30/25 Community Development Division Referred for Introduction
Finance Committee (8/25/25), Community Development Block Grant Committee (8/7/25), Common Council (9/2/25)

Licenses

92. 89286

Public Hearing - License Transfer
Cherokee Park Inc • dba TPC Wisconsin
Transfer from 5105 N Sherman Ave to 5103 N Sherman Ave
Estimated Capacity (in/out): 48/20
Class B Combination Liquor & Beer • 10% alcohol, 10% food, 80% other
Police Sector 510 (District 18)

Attachments: LICTLL-2025-00684 App.pdf
5103 N Sherman Ave map.pdf

Legislative History

7/23/25 Clerk's Office Referred for Introduction
Alcohol License Review Committee- Public Hearing (8/20/25), Common Council (9/2/25)

93. 89287

Public Hearing - New License
Pink Heifer LLC • dba Pink Heifer BBQ Saloon
569 State St • Agent: Jorden Fox
Estimated Capacity (in/out): 70/0

Class B Combination Liquor & Beer • 10% alcohol, 85% food, 5% other
Police Sector 403 (District 2)

Attachments: LICLIB-2025-00648 App.pdf
LICLIB-2025-00648 Supplemental.pdf
569 State St map.pdf

Legislative History

7/23/25 Clerk's Office Referred for Introduction
Alcohol License Review Committee- Public Hearing (8/20/25), Common Council (9/2/25)

94. **89309**

Public Hearing - New License
MPL Corporation Investment • dba Amoco
1129 S Park St • Agent: Amit Kumar
Class A Beer, Class A Liquor, Class A Cider
Police Sector 306 (District 13)

Attachments: LICLIA-2025-00688 App.pdf
LICLIA-2025-00688 Supplemental.pdf
1129 S Park St map.pdf

Legislative History

7/25/25 Clerk's Office Referred for Introduction
Alcohol License Review Committee- Public Hearing (8/20/25), Common Council (9/2/25)

95. **89310**

Public Hearing - New License
Justveggiez LLC • dba Justveggiez
540 State St • Agent: James Bloodsaw
Estimated Capacity (in/out): 99/20
Class B Beer, Class C Wine • 20% alcohol, 80% food
Police Sector 403 (District 2)

Attachments: LICLIB-2025-00698 App.pdf
LICLIB-2025-00698 Supplemental.pdf
540 State St map.pdf

Legislative History

7/25/25 Clerk's Office Referred for Introduction
Alcohol License Review Committee- Public Hearing (8/20/25), Common Council (9/2/25)

96. **89311**

Public Hearing - New License
Go Grocer Inc • dba Go Grocer
901 S Gammon Rd • Agent: Barinder Sandhu
Class A Beer, Class A Liquor
Police Sector 115 (District 20)

Attachments: LICLIA-2025-00704 App.pdf
LICLIA-2025-00704 Supplemental.pdf
901 S Gammon Rd map.pdf

Legislative History

7/25/25 Clerk's Office Referred for Introduction
Alcohol License Review Committee- Public Hearing (8/20/25), Common Council (9/2/25)

97. 89312

Public Hearing - New License
Union Corners LLC • dba Union Corners Tavern
2438 Winnebago St • Agent: Mark Burish
Estimated Capacity (in/out): 111/40
Class B Combination Liquor & Beer • 30% alcohol, 70% food
Police Sector 603 (District 15)

Attachments: LICLIB-2025-00707 App.pdf
LICLIB-2025-00707 Supplemental.pdf
2438 Winnebago St map.pdf

Legislative History

7/25/25 Clerk's Office Referred for Introduction
Alcohol License Review Committee- Public Hearing (8/20/25), Common Council (9/2/25)

Presentation of Claims Against the City

Claims - Refer to the Risk Manager

98. 89125 J. Stoddard - Property Damage - $330.00

99. 89150 D. Bittrick - Vehicle Damage - $1,670.41

100. 89173 A. Fiscus - Vehicle Damage - $91.99

101. 89176 E. Taylor - Vehicle Damage - $3,771.88

102. 89188 H. Miller - Vehicle Damage - $1,000.00

103. 89215 Country Preferred - Vehicle Damage - $6,129.79

104. 89225 A. Zillman - Increased Electric Bill - $40.00

105. 89229 J. Lundgren - Personal and Bodily Injury and Property Damage - $12,655.00

106. 89251 C. Mulcahy - Vehicle Damage - $6,000.00

107. 89295 Mid America Group for StorSafe of Madison - Property Damage - $11,707.50

108. 89299 C. McDowell - Property Damage - $175.00

109. 89303 N. Pihart - Vehicle Damage - $3,328.53

110. 89307 A. Lofftin - Vehicle Damage - $17,886.81

111. 89350 DeHorse Law Office for T. Everson - Vehicle Damage - $2,827.51

112. 89353 J. Lattimore III - Personal Injury - $71,200.00

113. 89366 Acuity Insurance - Property Damage - $7,000.00

114. 89370 AT&T - Property Damage - $1,583.90

Announcements & Introductions of Items from the Floor

Adjournment

City of Madison

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

Master

File Number: 86544

File ID:	86544	**File Type:**	Report	**Status:**	Consent Agenda
Version:	1	**Reference:**		**Controlling Body:**	Council Office
				File Created Date :	12/27/2024
File Name:	Consent Agenda Document (8/5/25)			**Final Action:**	
Title:	Consent Agenda Document (8/5/25)				
Notes:					
				CC Agenda Date:	08/05/2025
				Agenda Number:	1.
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	12/27/2024	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 86544

Title
Consent Agenda Document (8/5/25)

City of Madison

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

Master

File Number: 88502

File ID:	88502	**File Type:**	License	**Status:**	Council Recessed Public Hearing
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	05/28/2025
File Name:				**Final Action:**	

Title: Public Hearing - New License
Speedway LLC • dba Speedway 4132
4902 Verona Rd • Agent: Charles Satterfield
Class A Beer, Class A Liquor
Police Sector 212 (District 10)

Notes:

CC Agenda Date: 07/01/2025

Agenda Number: 2.

Sponsors:

Effective Date:

Attachments: LICLIA-2025-00456 App.pdf, LICLIA-2025-00456 Supplemental.pdf, 4902 Verona 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	05/28/2025	Referred for Introduction				

Action Text: This License was Referred for Introduction
Notes: Alcohol License Review Committee- Public Hearing (6/18/25), Common Council (7/1/25)

1	COMMON COUNCIL	06/03/2025	Referred for Public Hearing	ALCOHOL LICENSE REVIEW COMMITTEE	

Action Text: This License was Referred for Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE

1	ALCOHOL LICENSE REVIEW COMMITTEE	06/18/2025	RECOMMEND TO COUNCIL TO RE-REFER - PUBLIC HEARING	ALCOHOL LICENSE REVIEW COMMITTEE	Pass

Action Text: A motion was made by Westra, seconded by Figueroa Cole, 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 (7/16/25), Common Council (8/5/25)

1	COMMON COUNCIL	07/01/2025	Re-refer for Recessed Public Hearing	ALCOHOL LICENSE REVIEW COMMITTEE	Pass

Action Text: A motion was made by Vidaver, seconded by Govindarajan, 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	07/16/2025	RECOMMEND TO COUNCIL TO RE-REFER - RECESSED PUBLIC HEARING	ALCOHOL LICENSE REVIEW COMMITTEE	Pass

Action Text: A motion was made by Westra, seconded by Carter, 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 (8/20/25), Common Council (9/2/25)

Text of Legislative File 88502

Title

Public Hearing - New License
Speedway LLC • dba Speedway 4132
4902 Verona Rd • Agent: Charles Satterfield
Class A Beer, Class A Liquor
Police Sector 212 (District 10)

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) LICLIA-2025-00456

(License number) _____

10 (Alder District #) 212 (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.

   Speedway LLC

2. Trade Name (doing business as) Speedway 4132

3. Address to be licensed 4902 Verona Road

4. Mailing address Attn: Licensing Dept. PO Box 139044 Dallas TX 75313

5. Anticipated opening date Already open we want to add Class A Liquor along with our Class A Beer

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 are sold at the cash register and stored on the main sales floor, coolers, utility/storage closet.

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

   Indoor: N/A Outdoor: _____

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

    _____

    _____

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

    ☐ No ☑ Yes, license issued to Speedway 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 Charles Satterfield

13. City, state in which agent resides Fitchburg, Wi

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

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

    07/18/1997 DE

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	David L. Seltzer	Southlake, TX 76092
Vice President	Rory L. King	Heath, TX 75032

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.

    _____

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

    ☐ No ☑ Yes (explain) SEI Speedway Holdings LLC 86-2507617

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
24 hrs	24 hrs	24 hrs	24 hrs	24 hrs	24 hrs	24 hrs
(Class B only) Enter below any hours when food service will not be available, if applicable						
-	-	-	-	-	-	-

Section E—Consumption on Premises

n/a

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 26 .

38. State Seller's Permit 4 5 6 - 0000048548-03 _ _ _ _ - _ _

39. Federal Employer Identification Number 31-1551430

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

Contact person Shameka Wiley

Business phone 972-828-1888 Business e-mail address shameka.wiley2@7-11.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) 04/10/2025 (Date)

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

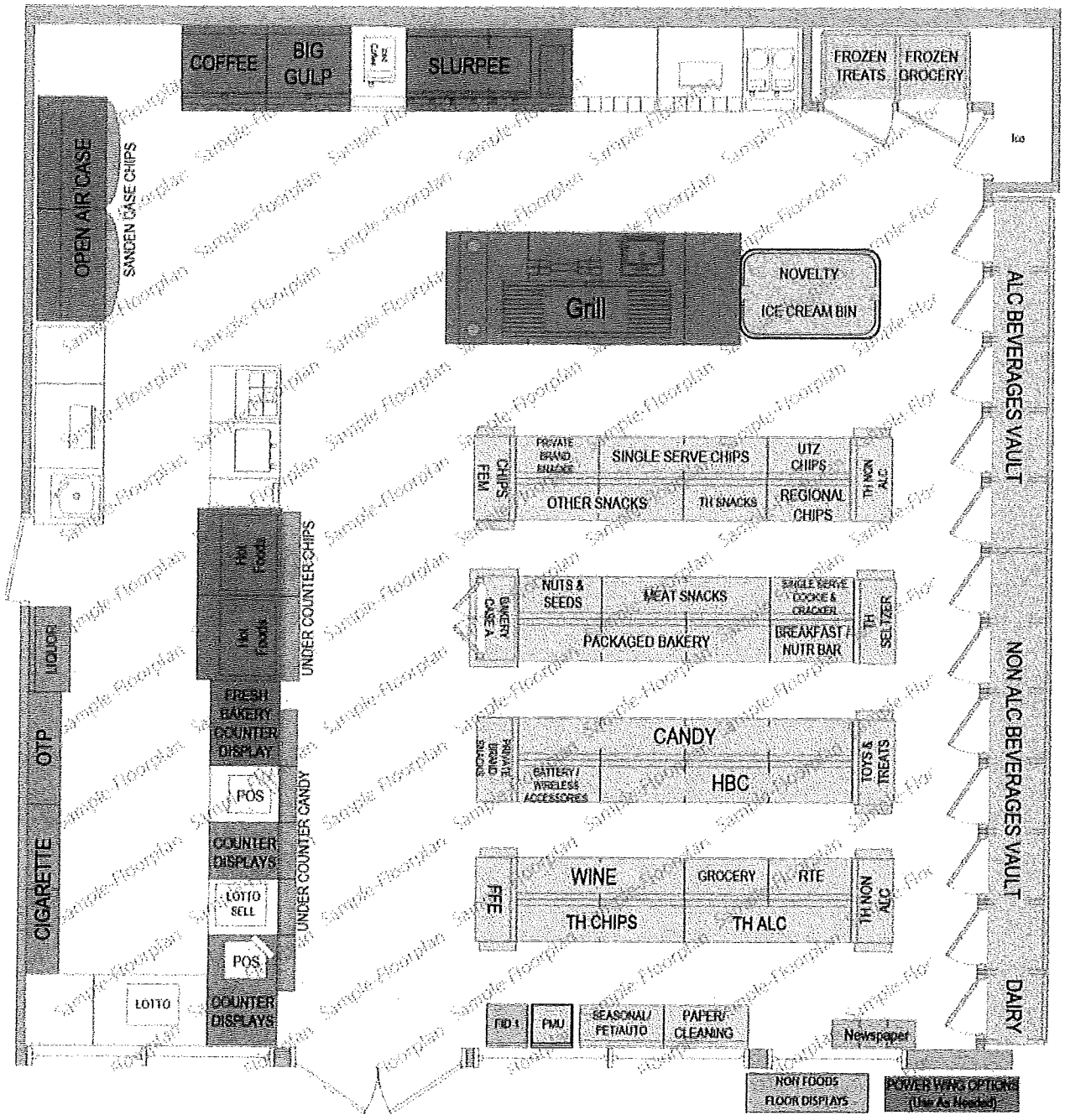
Date complete application filed with Clerk's Office 5/12/25

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

Date provisional issued _____ Date license issued _____

Click the category on the sample floor plan below for Store 35851 Schematics

Click here for Schematics Introduction Documents
Click here for example FootPrints
Click here for store specific Floor Plans (if none is available, the "page cannot be found" message will be displayed)
Click here for store specific Footprints (if none is available, the "page cannot be found" message will be displayed)



CHANGE STORE

June 2025 ALRC New License

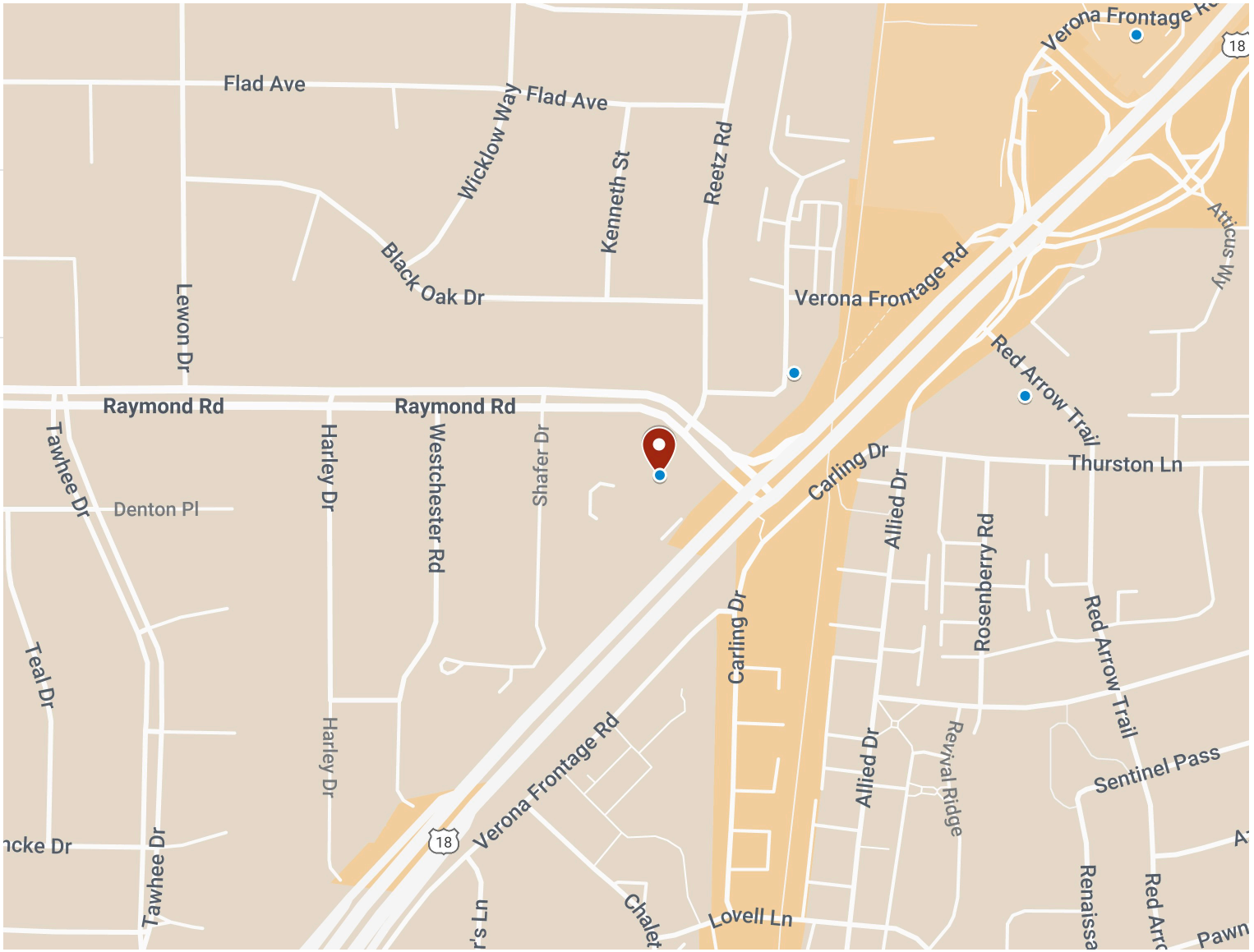
Existing Licenses.xlsx

All items

New Licenses.xlsx

All items

New licenses are drops, existing licenses are dots.



City of Madison

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

Master

File Number: 88503

File ID:	88503	**File Type:**	License	**Status:**	Council Recessed Public Hearing
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	05/28/2025
File Name:				**Final Action:**	

Title: Public Hearing - New License
7-Eleven Inc • dba 7-Eleven #35851J
2216 University Ave • Agent: Christopher Martinez Perez
Class A Beer, Class A Liquor
Police Sector 206 (District 5)

Notes:

CC Agenda Date: 07/01/2025

Agenda Number: 3.

Sponsors:

Effective Date:

Attachments: LICLIA-2025-00471 App.pdf, LICLIA-2025-00471 Supplemental.pdf, 2216 University Ave map.pdf, Alder Vidaver Comments.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	05/28/2025	Referred for Introduction				

Action Text: This License was Referred for Introduction
Notes: Alcohol License Review Committee- Public Hearing (6/18/25), Common Council (7/1/25)

1	COMMON COUNCIL	06/03/2025	Referred for Public Hearing	ALCOHOL LICENSE REVIEW COMMITTEE	

Action Text: This License was Referred for Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE

1	ALCOHOL LICENSE REVIEW COMMITTEE	06/18/2025	RECOMMEND TO COUNCIL TO RE-REFER - PUBLIC HEARING	ALCOHOL LICENSE REVIEW COMMITTEE	Pass

Action Text: A motion was made by Westra, seconded by Figueroa Cole, 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 (7/16/25), Common Council (8/5/25)

1	COMMON COUNCIL	07/01/2025	Re-refer for Recessed Public Hearing	ALCOHOL LICENSE REVIEW COMMITTEE	Pass

Action Text: A motion was made by Vidaver, seconded by Govindarajan, 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	07/16/2025	RECOMMEND TO COUNCIL TO RE-REFER - RECESSED PUBLIC HEARING	ALCOHOL LICENSE REVIEW COMMITTEE	Pass

Action Text: A motion was made by Westra, seconded by Carter, 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 (8/20/25), Common Council (9/2/25)

Text of Legislative File 88503

Title

Public Hearing - New License
7-Eleven Inc • dba 7-Eleven #35851J
2216 University Ave • Agent: Christopher Martinez Perez
Class A Beer, Class A Liquor
Police Sector 206 (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

(Agenda Item Number)

(Legistar file number)

LICLIA-2025-00471
(License number)

S, Vidaver 206
(Alder District #) (Police Sector)

Office Use Only

RECEIVED
MAY 14 2025
MADISON CITY CLERK

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.
   7-Eleven Inc
2. Trade Name (doing business as) 7-Eleven Inc. #35853J
3. Address to be licensed 2216 UNIVERSITY AVE. Madison WI, 53726
4. Mailing address Attn: Licensing Dept. PO Box 139044 Dallas TX 75313
5. Anticipated opening date Already open and want to add Class A
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 are sold at the cash register and stored on the main sales floor, coolers utility/Storage closet.

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

   Indoor: N/A Outdoor: _____

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

    _____

    _____

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

    ☐ No ☑ Yes, license issued to 7- Eleven # 35851J (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 Christopher Martinez Perez

13. City, state in which agent resides Madison WI

14. How long has the agent continuously resided in the State of Wisconsin? 5 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.
    DE, 07/18/1997

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	David L. Seltzer	Southlake Tx 76092
Vice President	Rory L. King	Heath, TX 75032

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. CORPORATE CREATIONS NETWORK INC.
    301 S. BEDFORD ST. STE 1
    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
24 hrs	24 hrs	24 hrs	24 hrs	24 hrs	24 hrs	24 hrs
(Class B only) Enter below any hours when food service will not be available, if applicable						
-	-	-	-	-	-	-

Section E—Consumption on Premises N/A

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 26 .

38. State Seller's Permit 4 5 6 - 0000140841-04 _ _ _ _ _ - _ _

39. Federal Employer Identification Number 75-1085131

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

Contact person Shameka Wiley

Business phone 972-828-1888 Business e-mail address shameka.wiley2@7-11.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) 04/12/2025 (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

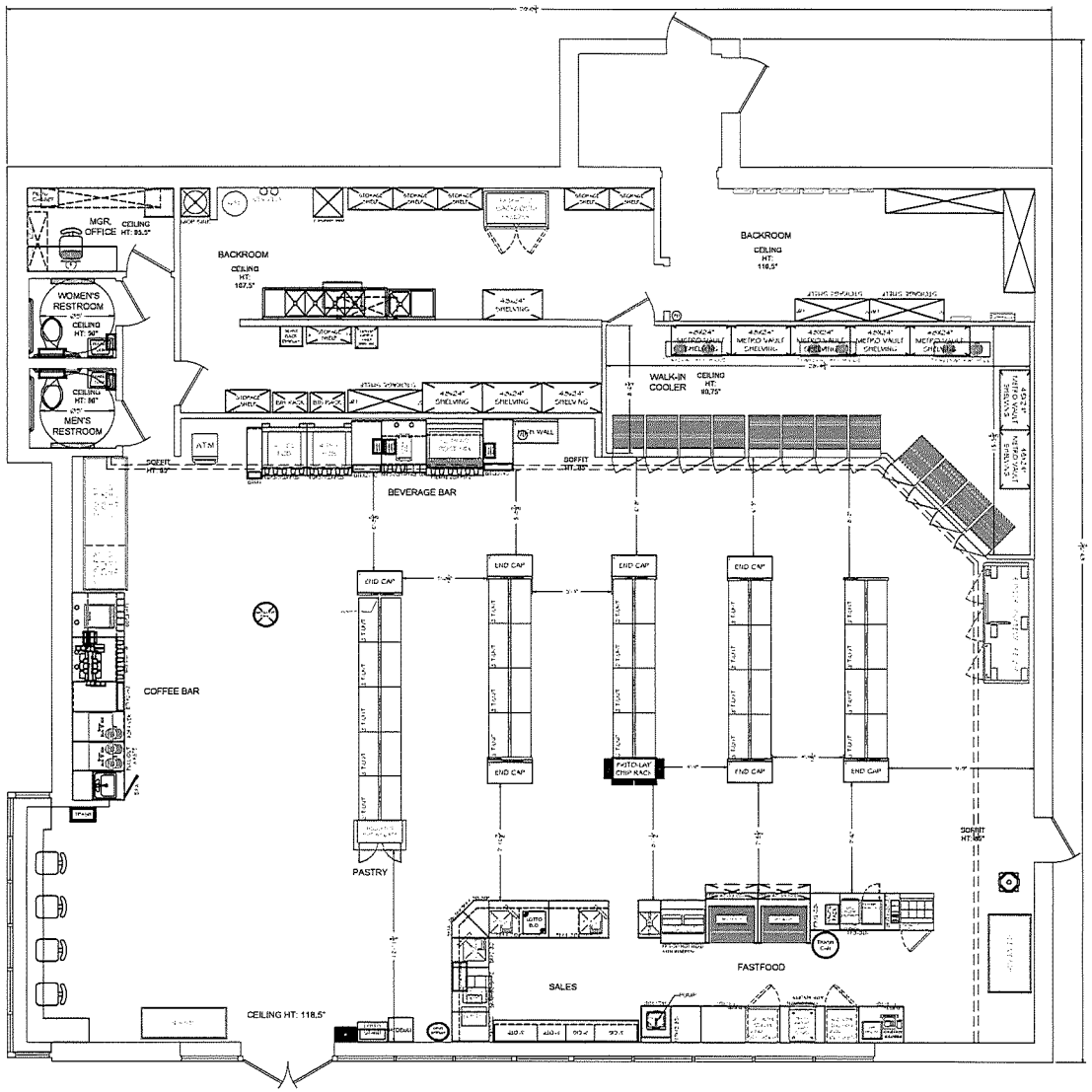
- ☑ Floor Plans
- ☑ Lease
- ☐ Business Plan
- ☐ **Sample Menu

** 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 5/14/25
Date of ALRC meeting _____ Date license granted by Common Council _____
Date provisional issued _____ Date license issued _____

EXISTING FLOOR PLAN



7-ELEVEN REMODEL

DISCLAIMER:
THIS IS NOT A LEGAL DOCUMENT, INTENT TO SHOW CURRENT EQUIPMENT CONDITIONS

REVISIONS

REV#	DATE	DESCRIPTION

7-ELEVEN
35851
2216 UNIVERSITY AVENUE
MADISON, WISCONSIN
53726

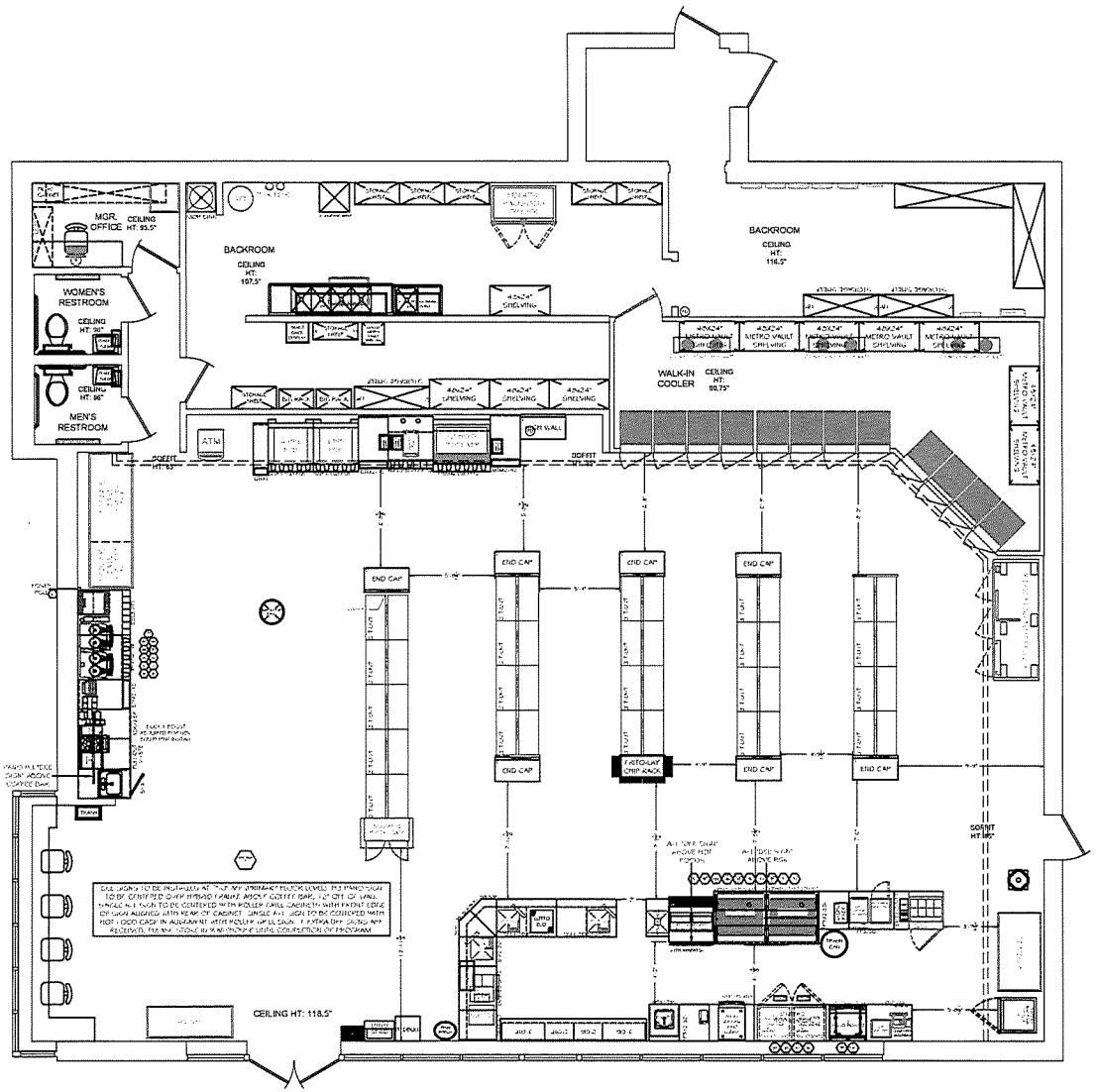
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SCALE: 1/8" = 1'-0"
DATE: 05-11-24
SHEET: A - 1.0

7-ELEVEN
DRAWING # 35851 - 7-ELEVEN

DISCLAIMER: THIS DRAWING AND ALL SUPPORTING DOCUMENTS CONTAINED IN THE "DRAWING PACKAGE" ARE THE PROPERTY OF ROYSTON GROUP, FIELD SERVICES DIVISION. ANY USE OF THE DRAWING FILE OR ANY OF THE INFORMATION FOUND WITHIN FOR ANY PURPOSE OUTSIDE OF DIRECT REQUEST BY ROYSTON GROUP WILL BE SEEN AS A VIOLATION OF THE WORK AGREEMENT AND WILL BE PURSUED TO THE FULLEST EXTENT ALLOWABLE. THE DRAWINGS AND EQUIPMENT LISTS ARE INTENDED TO REPRESENT THE GENERALIZED CHARACTERISTICS OF THE SCOPE OF WORK BUT IN NO WAY RELIEVE THE CONTRACTOR'S RESPONSIBILITY FOR CONDUCTING A STORE SPECIFIC SITE VISIT, COLLECTING ALL NECESSARY AS-BUILT INFORMATION, AND VERIFYING ALL ELEMENTS SHOWN AS FEASIBLE AS THEY PERTAIN TO THE PROPOSED DESIGN.

NOTE: EXISTING CONDITIONS ARE SHOWN IN BLACK OR GRAY. NEW / PROPOSED ELEMENTS ARE SHOWN IN RED.

PROPOSED - FLOOR PLAN



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7-ELEVEN

7-ELEVEN REMODEL

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REVISIONS

REV#	DATE	DESCRIPTION
2-KJD	5/14/24	INITIAL PROPOSAL
3-NRR	6/13/24	SCOPE WALK

7-ELEVEN
35851
2216 UNIVERSITY AVENUE
MADISON, WISCONSIN
53726

DRAWN BY: FJ

SCALE: 1/8" = 1'-0"

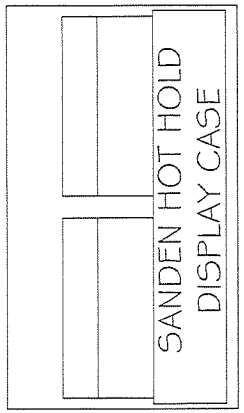
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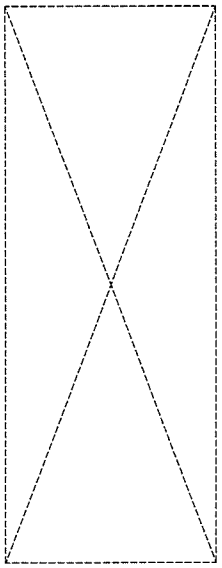
SHEET: A - 2.0

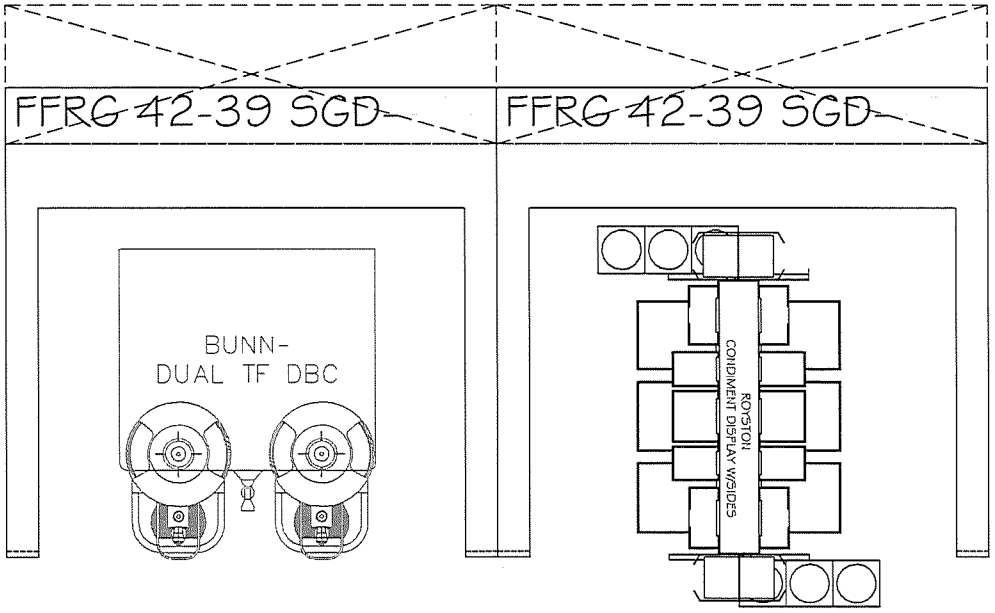
7-ELEVEN

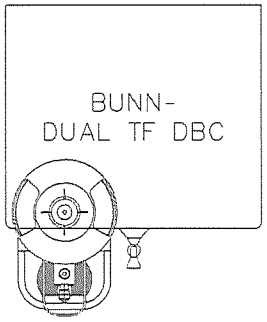
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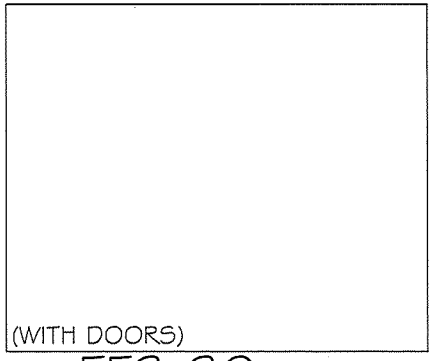
REMOVED ITEMS











ASK STORE IF THEY WANT TO KEEP STORAGE CABINET

7-ELEVEN REMODEL

DISCLAIMER: THIS IS NOT A LEGAL DOCUMENT. INTENT TO SHOW CURRENT EQUIPMENT CONDITIONS

REVISIONS

REV#	DATE	DESCRIPTION

7-ELEVEN
35851
2216 UNIVERSITY AVENUE
MADISON, WISCONSIN
53726

DRAWN BY: FJ

SCALE: NTS

DATE 05-11-24

SHEET R. 1. - 1.0

7-ELEVEN

DRAWING # 35851 - 7-ELEVEN

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June 2025 ALRC New License

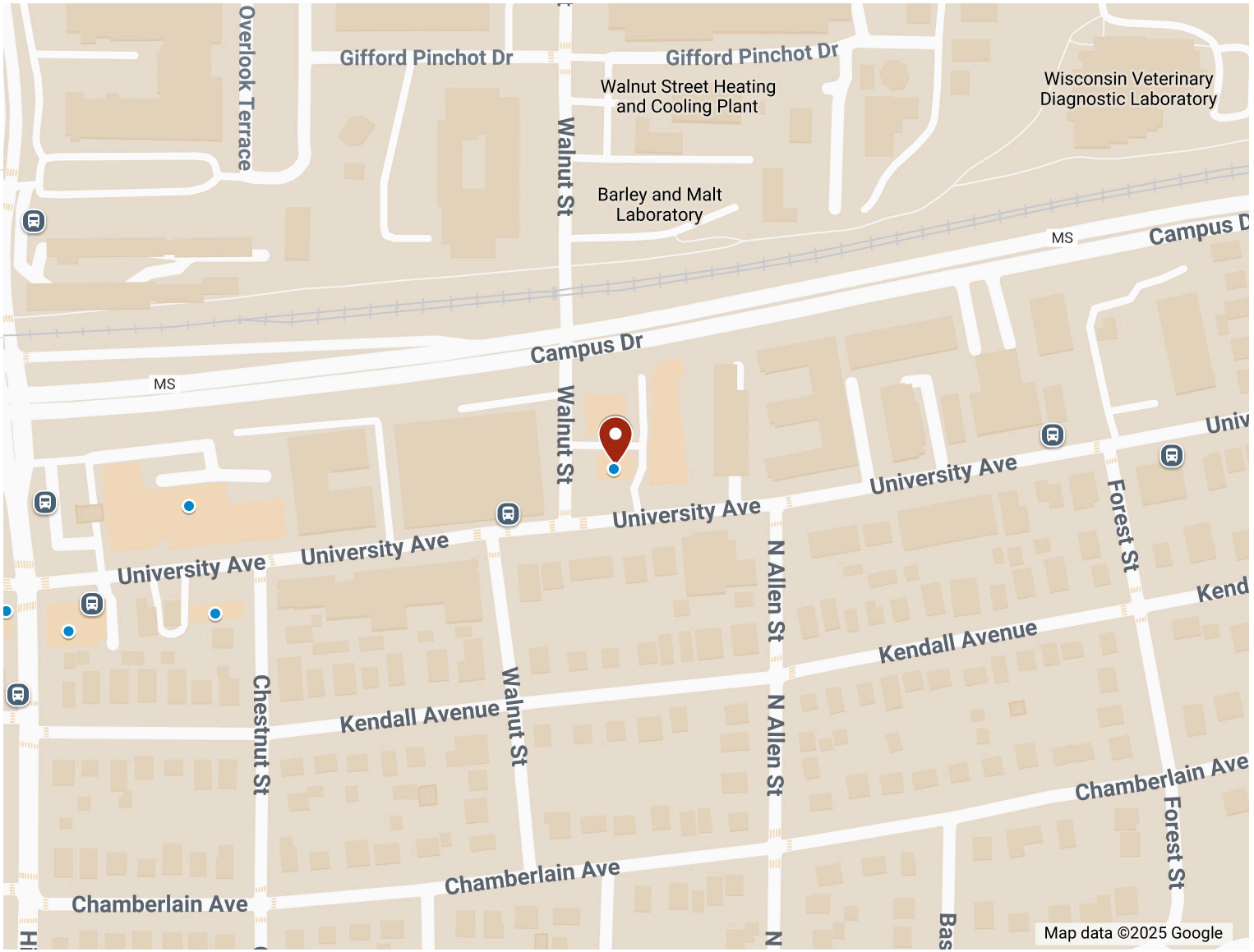
Existing Licenses.xlsx

All items

New Licenses.xlsx

All items

New licenses are drops, existing licenses are dots.



From: Vidaver, Regina
To: licensing
Subject: Item 20 7/16 meeting
Date: Tuesday, July 15, 2025 7:48:01 PM

Hello,

I am commenting on Item 20, legistar 88503, a new license in my district.

My understanding is this site already sells beer, and is only seeking to add wine to their license. Although this is already a highly dense area for alcohol access, I don't believe the addition of wine sales at this site substantially increases risk of negative consequences to the neighborhood.

However, I do want to note this site is directly adjacent to a housing complex that serves a number of vulnerable members of our community, including young children, so I want to be clear that this site needs to have staff who are trained and devoted to selling only to people of legal age who are not visibly inebriated, and commits to not selling outside of the legal hours of Class A sales. I realize these are requirements of all sellers, but want to emphasize the importance of these rules being closely followed at this site.

Thank you.

Best wishes,
Regina Vidaver, District 5 Alder
Common Council President
City of Madison, WI
District5@cityofmadison.com
Subscribe to my blog for updates

To report a problem: https://www.cityofmadison.com/reportaproblem/
Speeders Hotline: (608) 266-4624 --
https://www.cityofmadison.com/reportaproblem/trafficenforcement.cfm
To report an incident to police: https://www.cityofmadison.com/police/selfreport/reportIncident.cfm
For Zoning related questions: https://www.cityofmadison.com/dpced/bi/zoning-signs/14/

City of Madison

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

Master

File Number: 88801

File ID:	88801	**File Type:**	License	**Status:**	Council Public Hearing
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	06/18/2025
File Name:				**Final Action:**	

Title: Public Hearing - New License
Go Forth LLC • dba This Is All Fabulous
1026 N Sherman Ave • Agent: Kyle Kiepert
Estimated Capacity (in/out): 40/30
Class B Combination Liquor & Beer • 20% alcohol, 80% food
Police Sector 503 (District 12)

Notes:

		CC Agenda Date:	08/05/2025
		Agenda Number:	4.
Sponsors:		**Effective Date:**	
Attachments:	LICLIB-2025-00526 App.pdf, LICLIB-2025-00526 Supplemental.pdf, 1026 N Sherman 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	06/18/2025	Referred for Introduction				

Action Text: This License was Referred for Introduction
Notes: Alcohol License Review Committee- Public Hearing (7/16/25), Common Council (8/5/25)

1	COMMON COUNCIL	07/01/2025	Refer For Public Hearing	ALCOHOL LICENSE REVIEW COMMITTEE	07/16/2025	Pass

Action Text: A motion was made by Vidaver, seconded by Govindarajan, to Refer For Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other.

1	ALCOHOL LICENSE REVIEW COMMITTEE	07/16/2025	RECOMMEND TO COUNCIL TO GRANT - PUBLIC HEARING			Pass

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

One registration in support.

Text of Legislative File 88801

Title

Public Hearing - New License
Go Forth LLC • dba This Is All Fabulous
1026 N Sherman Ave • Agent: Kyle Kiepert
Estimated Capacity (in/out): 40/30
Class B Combination Liquor & Beer • 20% alcohol, 80% food
Police Sector 503 (District 12)

Liquor/Beer License Application

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

608-266-4601

_____ *(Agenda Item Number)*

_____ *(Legistar file number)*

LICLIB-2025-00526 *(License number)*

12 - Matthews 503 *(Alder District #)* *(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.

   GO FORTH LLC

2. Trade Name (doing business as) This is all Fabulous

3. Address to be licensed 1026 N. Sherman Ave., Madison, WI 53704

4. Mailing address 1026 N. Sherman Ave., Madison, WI 53704

5. Anticipated opening date 8/15/25

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 will be sold, served, and stored, both in shelves, and on coolers, in the dining room. Alcohol will also be served on our attached patio, as well as a seating area at the back of our property.

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.

    Our property includes a parking lot. Parking lot will be monitored via periodic employee checks.

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

    ☐ No ☒ Yes, license issued to PIETRO'S PIZZA 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 Kyle Kiepert

13. City, state in which agent resides Madison

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 _____

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

    Wisconsin 4/9/25

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	Kyle Kiepert	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.

    Kyle Kiepert

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 A weekly pop-up deli/wine bar with ocassional pop-up dinners and classes

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
10am - 10pm ~~10am - 7pm~~	10 am - 10pm ~~2pm - 10pm~~	10 am - 10pm ~~2pm - 10pm~~	10am 10 pm ~~2pm -~~	10am - 10pm	10am - 10pm	10am - 10pm
(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. deli salads, cheeses, meats, etc., ready to eat foods,

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:
20 % Alcohol 70 % Food 10 % Other

If applicable, describe "Other": classes

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, 2025.

38. State Seller's Permit 4 5 6 - 1032028287 - 02 _ _ _ _ _ - _ _

39. Federal Employer Identification Number 33-4490325

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

Contact person Kyle Kiepert

Business phone 262-853-4658 Business e-mail address kylekiepert@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.

Kyle Kiepert
(Officer of Corporation/Member of LLC/Partner/Sole Proprietor)

5/29/25
(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 _____

DINING ROOM LAYOUT

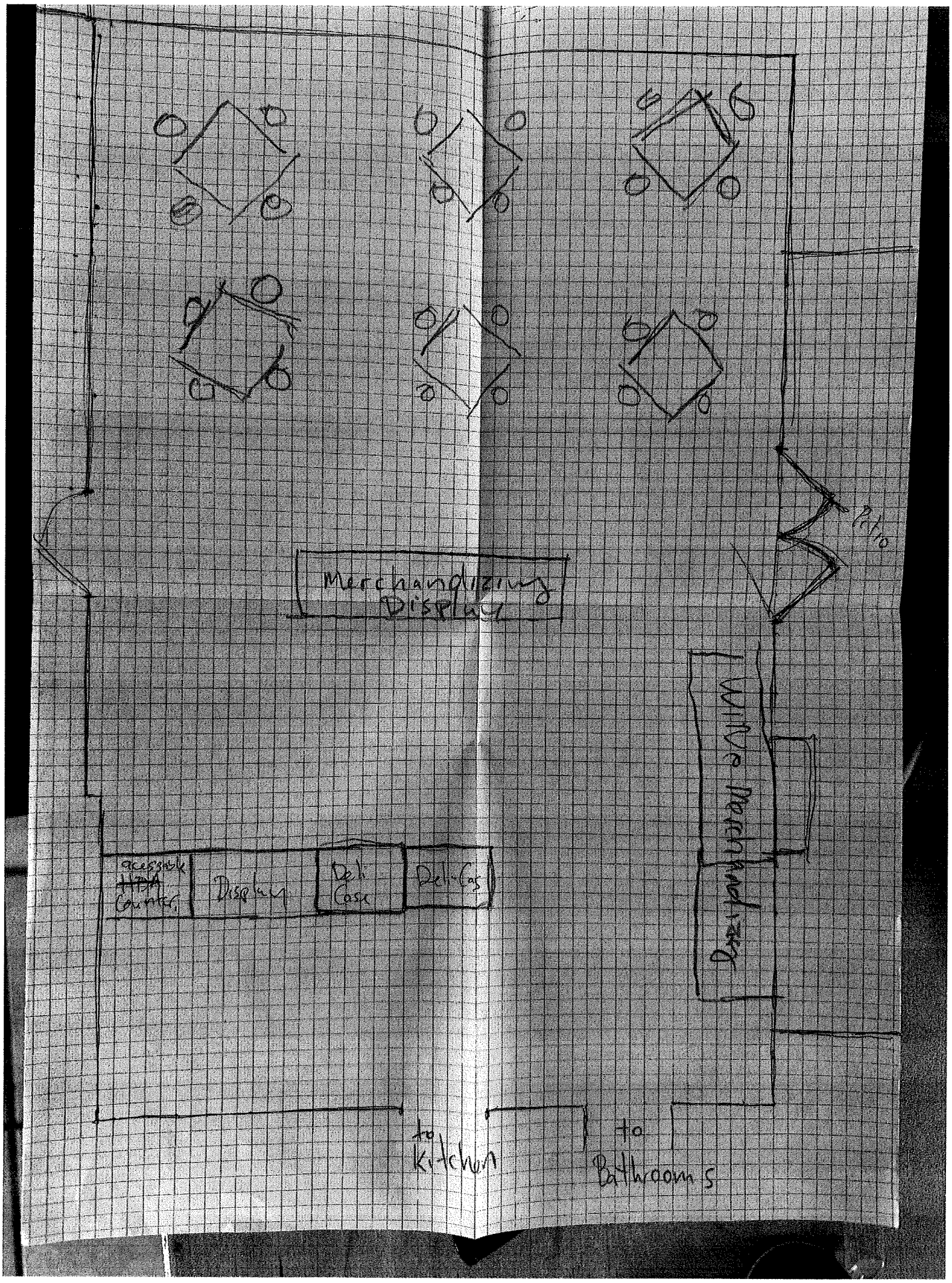


TABLE
WALK-IN
EXIT
TABLE
MOP SINK
DISHWASHER
STOVE
BATHROOM
SINK
TABLE
TABLE
KITCHEN LAYOUT
BATHROOM
SINK
SINK
HALLWAY
TABLE

This is all Fabulous Sample Menu

Vegetable Salads

Grain Salads

Pasta Salads

Vinaigrettes

Pasta Sauce

Pasta

Dressings

Bread

Sandwiches

Soup

Beverages (wine, beer, N/A)

Expected Proteins

Beef

Poultry

Pork

Fish

BUSINESS PLAN

THIS IS ALL FABULOUS WILL OPERATE A WEEKLY DELI POP-UP MODELED AFTER TRADITIONAL CSA'S, AS WELL AS HOST OCCASIONAL POP-UPS & FOOD CENTERED CLASSES. THESE CLASSES & POP-UPS WILL VARY IN TERMS OF SCHEDULING & TIME, BUT WILL ALWAYS OCCUR DURING OUR OPERATING HOURS.

July 2025 ALRC New License

Class A Licenses.csv

All items

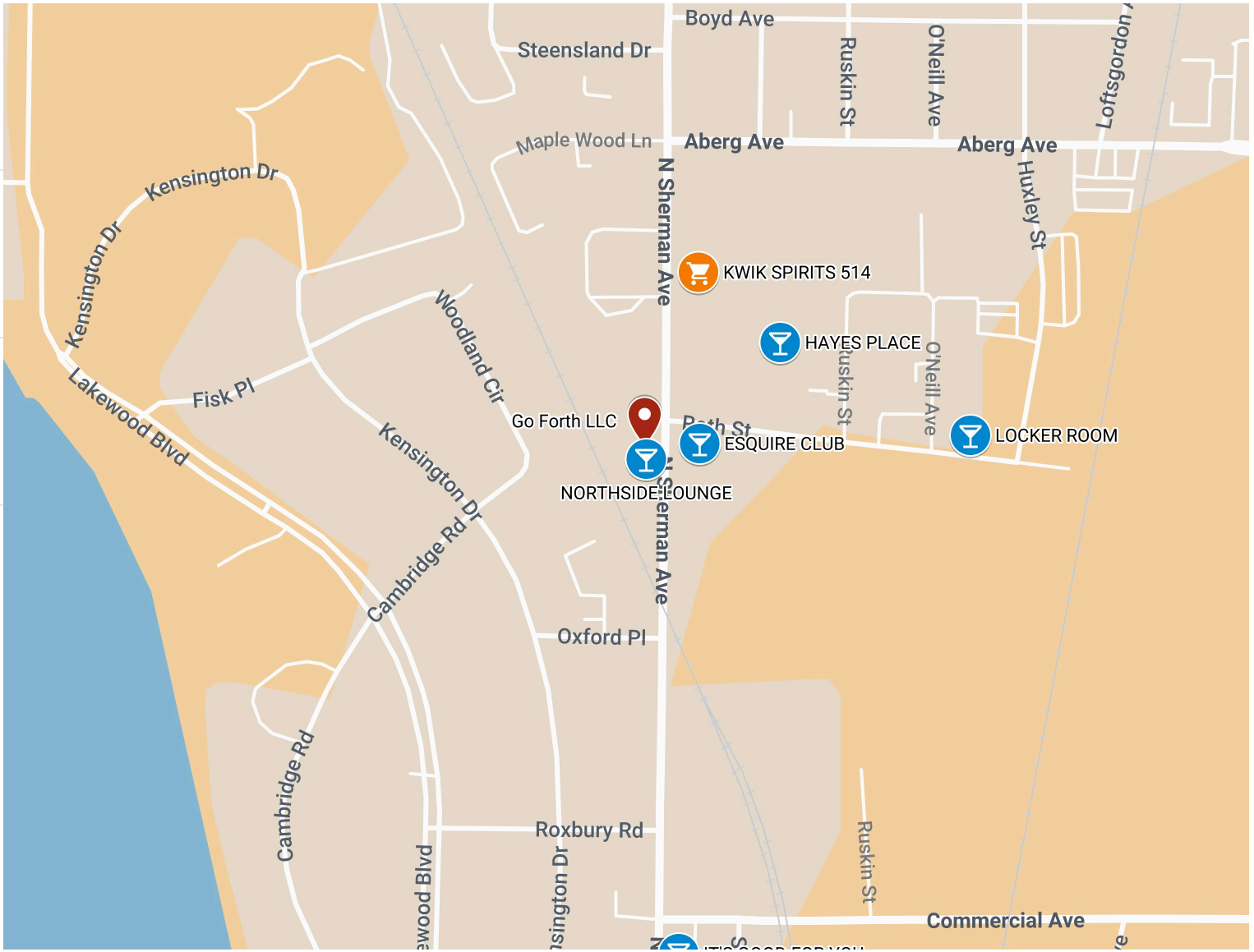
Class B Licenses.csv

All items

New Licenses.xlsx

All items

New licenses are drops, existing licenses are dots.



City of Madison

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

Master

File Number: 88802

File ID:	88802	**File Type:**	License	**Status:**	Council Public Hearing
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	06/18/2025
File Name:				**Final Action:**	

Title: Public Hearing - New License
Rusk Avenue Master Tenant LLC • dba Spark by Hilton Madison Central
102 E Rusk Ave • Agent: John Kothe
Estimated Capacity (in/out): 150/75
Class B Beer, Class C Wine • 60% alcohol, 30% food, 10% other
Police Sector 300 (District 14)

Notes:

		CC Agenda Date:	08/05/2025
		Agenda Number:	5.
Sponsors:		**Effective Date:**	
Attachments:	LICLIB-2025-00552 App.pdf, LICLIB-2025-00552 Supplemental.pdf, 102 E Rusk 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	06/18/2025	Referred for Introduction				

Action Text: This License was Referred for Introduction
Notes: Alcohol License Review Committee- Public Hearing (7/16/25), Common Council (8/5/25)

1	COMMON COUNCIL	07/01/2025	Refer For Public Hearing	ALCOHOL LICENSE REVIEW COMMITTEE	07/16/2025	Pass

Action Text: A motion was made by Vidaver, seconded by Govindarajan, to Refer For Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other.

1	ALCOHOL LICENSE REVIEW COMMITTEE	07/16/2025	RECOMMEND TO COUNCIL TO GRANT - PUBLIC HEARING			Pass

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

One registration in support.

Text of Legislative File 88802

Title

Public Hearing - New License
Rusk Avenue Master Tenant LLC • dba Spark by Hilton Madison Central
102 E Rusk Ave • Agent: John Kothe
Estimated Capacity (in/out): 150/75
Class B Beer, Class C Wine • 60% alcohol, 30% food, 10% other
Police Sector 300 (District 14)

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) LICLIB-2025-00552

(License number) [redacted]

14 (Alder District #) 300 (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.
Rusk Avenue Master Tenant, LLC
2. Trade Name (doing business as) Spark by Hilton Madison Central
3. Address to be licensed 102 East Rusk Ave. Madison WI 53713
4. Mailing address SAME
5. Anticipated opening date 8/12/2025
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.
See Attached

Premises Description – Spark by Hilton Madison Central
Address: 102 E Rusk Ave, Madison, WI 53713

The Spark by Hilton Madison Central is a multi-story, limited-service hotel featuring 140 guest rooms and a range of public and private spaces where alcoholic beverages may be sold, stored, or consumed. The hotel is designed to support both lodging and small-scale events or social gatherings in designated areas.

Alcoholic beverages will be **sold** and **stored** only in the following areas:

- **Market Area**: Located on the **first floor near the front desk**, the hotel's retail market serves as the primary point of sale for beer and wine. Products will be displayed in a secure, refrigerated case, with additional inventory stored in a locked back-of-house storage area accessible only to authorized hotel personnel.
    - **Floor Plans are attached**

Alcoholic beverages may be **consumed** by registered guests or event attendees in the following approved areas:

- **Guest Rooms**: Guests may purchase alcohol from the market and consume it within their individual guest rooms located throughout the building.
- **Lobby Area**: Guests may consume beverages in the lobby's casual seating areas. Alcohol is not served here but may be brought from the market.
- **Outdoor Patio**: The hotel features a small outdoor seating area adjacent to the lobby. Guests may consume alcoholic beverages in this area, in accordance with hotel policy and local regulations.
- **Indoor Pool Area**: Located on the ground level, the indoor pool is available for guest use. While no alcohol is served here, guests may bring beverages purchased from the market into the space, provided safety and cleanliness guidelines are followed.
- **Banquet/Meeting Rooms**: The hotel includes one or more flexible-use banquet and meeting rooms intended for private and corporate events. Alcoholic beverages may be served and consumed in these rooms during approved functions, subject to the terms of the license and responsible service practices.

All alcoholic beverages will be securely stored in designated storage areas when not on display. Alcohol service and consumption in public places will be monitored by trained staff to ensure compliance with state and local laws, as well as brand and property standards.

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

Indoor: 150 Outdoor: 75

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

Hotel parking lot is for registered guests & meeting attendees and monitored by 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 JOHN KOTHE

13. City, state in which agent resides MADISON WISCONSIN

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 4/24/2025

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

WISCONSIN

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	Neil Densmore	Naples, FL
Member	John Kothe	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.

Neil Densmore

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 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
6AM - 2AM	6AM - 2AM	6AM - 2AM	6AM - 2AM	6AM - 2AM	6AM - 2AM	6AM - 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. Beer & Wine in Market - Menu Provided

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 (Market)
If applicable, describe "Other": Market Sales
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_____.

38. State Seller's Permit 4 5 6 - 1031958645 - 04

39. Federal Employer Identification Number 332906180

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

Contact person Jessica Johnson

Business phone 6087746617 Business e-mail address Jessica.Johnson@glmghotels.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.

_____ 6/5/2025

(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 6/11/2025

Date of ALRC meeting 7/16/2025 Date license granted by Common Council 8/5/2025

Date provisional issued _____ Date license issued _____

Beer & Wine Sales Business Plan
For: Spark by Hilton – Madison Central
Address: 102 E Rusk Ave, Madison, WI 53713

---

1. Executive Summary

This business plan outlines the intent to sell beer and wine from the hotel's on-site market located on the first floor near the front desk. This initiative is designed to enhance the guest experience by offering convenient access to alcoholic beverages in a controlled and compliant environment. The offer is limited to registered guests and will comply with all applicable local and state laws and licensing regulations.

---

2. Business Objectives

- Enhance guest satisfaction through added convenience.
- Generate incremental revenue with minimal operational costs.
- Ensure responsible service and compliance with all alcohol regulations.

---

3. Hours of Operation

Beer and wine will be available for purchase in the hotel market during the following hours:
Sunday to Saturday: 6:00 AM to 2:00 AM

These hours were selected to align with guest activity patterns and comply with local alcohol service laws.

---

4. Location Description

- The **market** is located on the **first floor near the front desk**.
- Beer and wine products will be displayed in a **secure refrigerated case** within the market area. See the attached menu required for the Spark brand.
- **Storage** of additional inventory will take place in a **locked back-of-house room**, accessible only to authorized hotel staff.
- No consumption of alcohol will be permitted within the market area. Guests are expected to consume beverages within their private guest rooms or designated areas.

---

5. Compliance & Licensing

- All sales will comply with **state and local alcohol beverage laws**.
- Only guests **21 years or older with a valid ID** will be permitted to purchase alcohol.
- All staff responsible for alcohol sales will be **trained and certified** through an approved responsible beverage service program (e.g., ServSafe Alcohol).
- Signage will be posted to reflect legal requirements and hours of sale.

---

6. Staffing and Operations

- Beer and wine sales will be managed by **existing front desk staff**, eliminating the need for additional labor.
- Staff will be trained on proper ID verification, refusal of sale protocols, and documentation procedures.

---

7. Revenue Projection

- Estimated monthly sales: **$1,000 - $1,500**

---

8. Marketing Strategy

- Product offerings will be **curated based on guest preferences**, with a focus on locally popular and well-rated brands.
- Guest-facing communication will be limited to signage within guest rooms and the front desk, ensuring subtle yet clear visibility of the service.

Retail Beverage Program

January 2024

spark by Hilton™

Spark Retail Beverage Program

Your Guide to the Spark Beverage Program

The beverage program at Spark aims to enhance the hotel guest experience through curated drink selections in the retail market. We stay attuned to market trends to provide beverage choices that align with our guests' preferences, while also maintaining a selection of their beloved brands.

The Spark Beverage Program is applicable to United States Spark hotels only. Spark hotels outside the United States should follow the overall structure of the program (to the extent allowable by local regulations); however, hotels should tailor beverage selections to represent brands that are locally available and relevant to their guests.

Spark Suites Brand Standards

Per brand standards, the following alcoholic beverages must be available for purchase when permissible by local code.

- Rose Wine
- White Wine
- Red Wine
- Domestic Light Beer
- Import Beer
- Hard Seltzer
- Regional Craft Beer
- Sparkling Wine

Proper licensing, training, certification, and insurance are required.

Participating in the Spark Beverage Program

We have created the Spark Beverage Program to help our hotels maximize their beverage offerings and enjoy immediate benefits. Actually purchasing the beverage products will be done through the current supply chains that you use today.

In the following pages, you will find a curated product mix that maximizes a variety of category leading brands while relying on the fewest distributors for easier sourcing. While these items are highly recommended, hotels may choose their own product mix for their individual market provided all brand standards are met.

Program Benefits

- Keep up-to-date with current beverage trends
- Program is built around brands that are proven winners
- Consistent guest experience across Spark properties
- Receive discounted pricing on required signage and marketing collateral

Red, White and Rosé Wine

ITEM	SUPPLIER	SIZE	FORMAT
J. Lohr Cabernet Sauvignon	J. Lohr	750ml	Glass Bottle
J. Lohr Pinot Noir	J. Lohr	375ml	Glass Bottle
Clos du Bois Chardonnay	Gallo	750ml	Glass Bottle
White Haven Sauvignon Blanc	Gallo	375ml	Glass Bottle
Coppola Chardonnay	Delicato	375ml	Aluminum Can
Sofia Brut Rose	Delicato	187ml	Aluminum Can
La Marca Prosecco	Gallo	187ml	Glass Bottle

If unable to source the above items in your area, consider offering the following alternatives:

ITEM	SUPPLIER	SIZE	FORMAT
Kendall-Jackson Chardonnay	Jackson	375ml	Glass Bottle
Benvolio Prosecco	Jackson	187ml	Glass Bottle
Kendall-Jackson Cabernet	Jackson	375ml	Glass Bottle
Coppola Cabernet Sauvignon	Delicato	375ml	Glass Bottle

Keep In Mind:

It is strongly recommended to offer multiple formats and pack sizes. Smaller format bottled or canned wines in sizes ranging from 187ml - 375ml are often preferred over full-size bottles of wine. You don't need an alternative size/format for each product, but it is important to provide your guest with choices. In addition, offer formats that allow for guests to enjoy beverages without openers or glassware.

Domestic and Import Beer

ITEM	SUPPLIER
Heineken 0.0	Heineken USA
Coors Light	Molson Coors
Miller Lite	Molson Coors
Heineken	Heineken USA
Dos XX	Heineken USA

If unable to source the above items in your area, consider offering the following alternatives:

ITEM	SUPPLIER
Budweiser Zero	A-B InBev
Bud Light	A-B InBev
Stella Artois	A-B InBev

Craft Beer and Seltzer

ITEM	SUPPLIER
Dogfish Head 60 Minute IPA	Boston Beer
Truly Seltzer (property choice of flavors)	Boston Beer
Sam Adams Boston Lager	Boston Beer
Twisted Tea	Boston Beer
White Claw (property choice of flavors)	Mark Anthony

If unable to source the above items in your area, consider offering the following alternatives:

ITEM	SUPPLIER
Bud Light Seltzer	A-B InBev
Regional Craft Beer (property selects any beer from the designated brewery in their region)	Various

Regional Craft Breweries

HOTEL REGION	RECOMMENDED BREWERIES
Northeast	Cisco Brewers
Mid-Atlantic	Devil's Backbone Brewing Co
Southeast	Wicked Weed Brewing
Florida	Wynwood Brewing, Veza Sur Brewing Co
Midwest	Goose Island Beer Co
Texas	Karbach Brewing Co
Southwest	Four Peaks Brewing Co
Hawaii	Kona Brewing Co *Kona is also recommended for coastal/beach-oriented markets on the mainland.
California	Golden Road Brewing
Pacific Northwest	Elysian

Spirits

ITEM	SUPPLIER	SIZE	FORMAT
Tito's Handmade Vodka	Tito's	200ml	Bottle
Jim Beam Bourbon	Beam Suntory	200ml	Bottle
Bacardi Superior Rum	Bacardi	200ml	Bottle
Fireball Cinnamon Whiskey	Sazerac	50ml	Bottle

If unable to source the above items in your area, consider offering the following alternatives:

ITEM	SUPPLIER	SIZE	FORMAT
Grey Goose Vodka	Bacardi	50ml	Bottle
Hornitos Plata Tequila	Beam Suntory	50ml	Bottle
Marker's Mark Bourbon	Beam Suntory	50ml	Bottle
Jack Daniel's Tennessee Whiskey	Brown-Forman	50ml	Bottle
Jameson Irish Whiskey	Pernod Ricard	50ml	Bottle
Bombay Sapphire Gin	Bacardi	200ml	Bottle
Bailey's Irish Cream	Diageo	50ml	Bottle

Ready-To-Drink Cocktails (RTDs)

ITEM	SUPPLIER	SIZE	FORMAT
On the Rocks Margarita	Beam Suntory	200ml	Glass Bottle
On the Rocks Old Fashioned	Beam Suntory	200ml	Glass Bottle

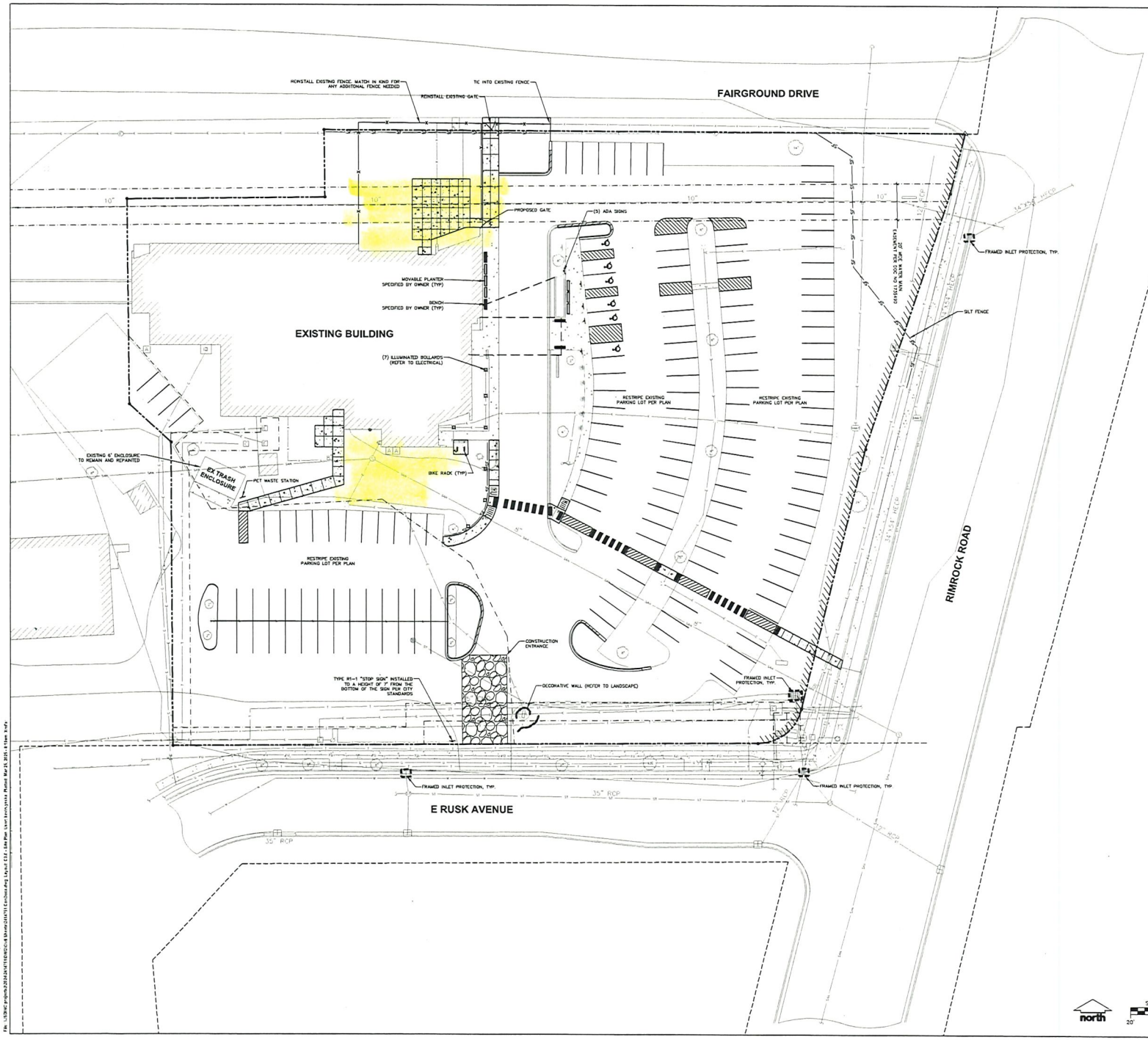
If unable to source the above items in your area, consider offering the following alternatives:

ITEM	SUPPLIER	SIZE	FORMAT
On the Rocks Margarita	Beam Suntory	100ml	PET Bottle
On the Rocks Cosmopolitan	Beam Suntory	200ml	Glass Bottle
Bacardi Mojito	Bacardi	355ml	Aluminum Can
Bombay Sapphire Gin & Tonic	Bacardi	355ml	Aluminum Can

Keep In Mind:

In the absence of a traditional bar, it is strongly recommended to offer one cocktail for every major spirit category, if space and license allow. Whenever possible, offer a secondary pack size of the most popular flavors.

06



SITE INFORMATION

SITE ADDRESS	102 E. RUSK AVE., MADISON
PROPERTY ACREAGE	133,761 SF / 2.812 ACRES
NUMBER OF BUILDING STORIES	8
TOTAL BUILDING SQUARE FOOTAGE	16,840
EXISTING NUMBER OF PARKING STALLS	
SURFACE	
LARGE	147
ACCESSIBLE	5
TOTAL SURFACE	152
PROPOSED NUMBER OF PARKING STALLS	
SURFACE	
LARGE	135
ACCESSIBLE	6 (2 VAN)
TOTAL SURFACE	141
EXISTING BICYCLE STALLS:	4
PROPOSED BICYCLE STALLS:	4
EXISTING VS. PROPOSED SITE COVERAGE	
EXISTING IMPERVIOUS SURFACE AREA	93,632 SF
EXISTING PERVIOUS SURFACE AREA	40,129 SF
EXISTING IMPERVIOUS SURFACE AREA RATIO	0.70
PROPOSED IMPERVIOUS SURFACE AREA	89,063 SF
PROPOSED PERVIOUS SURFACE AREA	44,698 SF
PROPOSED IMPERVIOUS SURFACE AREA RATIO	0.67

LEGEND

- PROPERTY LINE
- RIGHT-OF-WAY
- EASEMENT LINE
- EDGE OF PAVEMENT
- CONCRETE PAVEMENT
- FENCE
- ILLUMINATED BOLLARD (REFER TO ELECTRICAL)
- STANDARD CURB AND GUTTER
- REJECT CURB AND GUTTER

north

SCALE IN FEET: 20' 0 20'

DIGGERS HOTLINE
Toll Free (800) 242-8511

JSD
CREATE THE VISION TELL THE STORY
jsdinc.com
MADISON REGIONAL OFFICE
161 WEST WASHINGTON AVENUE, SUITE 100
MADISON, WISCONSIN 53703
P. 608.848.5060

CLIENT:
ANGUS-YOUNG
ARCHITECTS/ENGINEERS

CLIENT ADDRESS:
316 W WASHINGTON AVE #800
MADISON, WI 53703

PROJECT:
SPARK BY HILTON (CLARION CONVERSION)

PROJECT LOCATION:
102 EAST RUSK AVENUE
MADISON, DANE COUNTY
WI, 53713

PLAN MODIFICATIONS

#	Date:	Description:
1.	01.17.2025	SITE PLAN SUBMITTAL
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		

Designed By: MWS
Reviewed By: KJY
Approved By: KJY

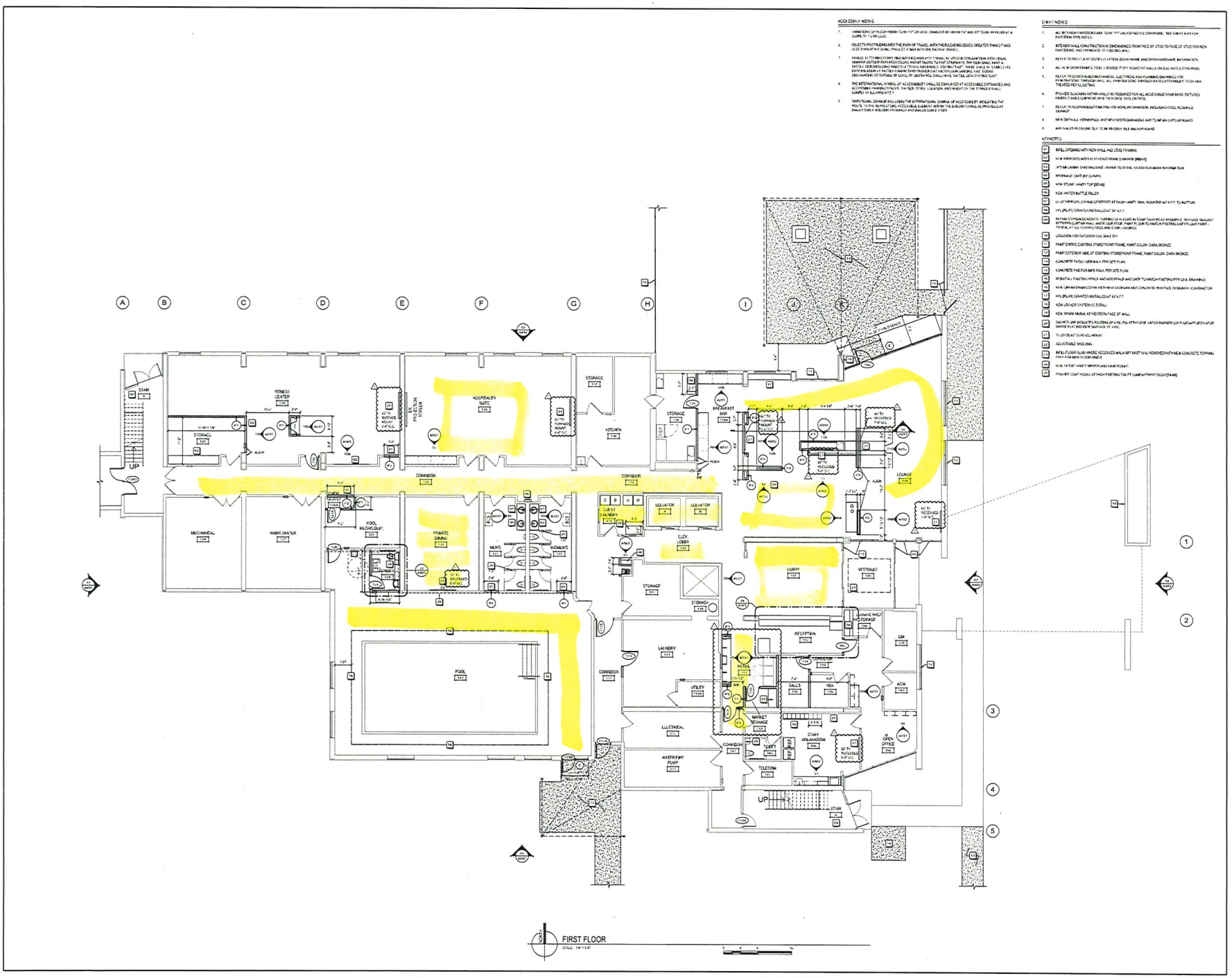
SHEET TITLE:
SITE / EROSION CONTROL PLAN

SHEET NUMBER:
C3.0

JSD PROJECT NO: 24-14741

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File: I:\JSD\Projects\2024\24741\ENG\Civil Sheets\24741 Civil Site Plan Use\Layouts\Layout C3.0 - Site Plan Use.dwg Layout: C3.0 - Site Plan Use Last Modified: March 20, 2025 - 8:15am by Mfr



ANGUS-YOUNG
ARCHITECTS/ENGINEERS
Janesville | Madison | Rockford

RUSK AVENUE HOTEL GROUP LLC

SPARK BY HILTON MADISON

102 EAST RUSK AVE
MADISON, WI 53712

spark by Hilton

KOTHE
REAL ESTATE PARTNERS

NO.	DESCRIPTION	DATE
2	BRNCH ALT RESUBMITTAL	03/24/2025
3	FOR CONSTRUCTION	03/25/2025
4	CONSTRUCTION BULLETIN #1	04/09/2025
5	CONSTUCTION BULLET #1	05/09/2025

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PROJECT NUMBER
79620

APPROVED BY
AYA

REVIEWED BY
AYA

DRAWN BY
Author

FIRST FLOOR PLAN

A101

C:\Revit Local Projects\79620-central_detached.rvt

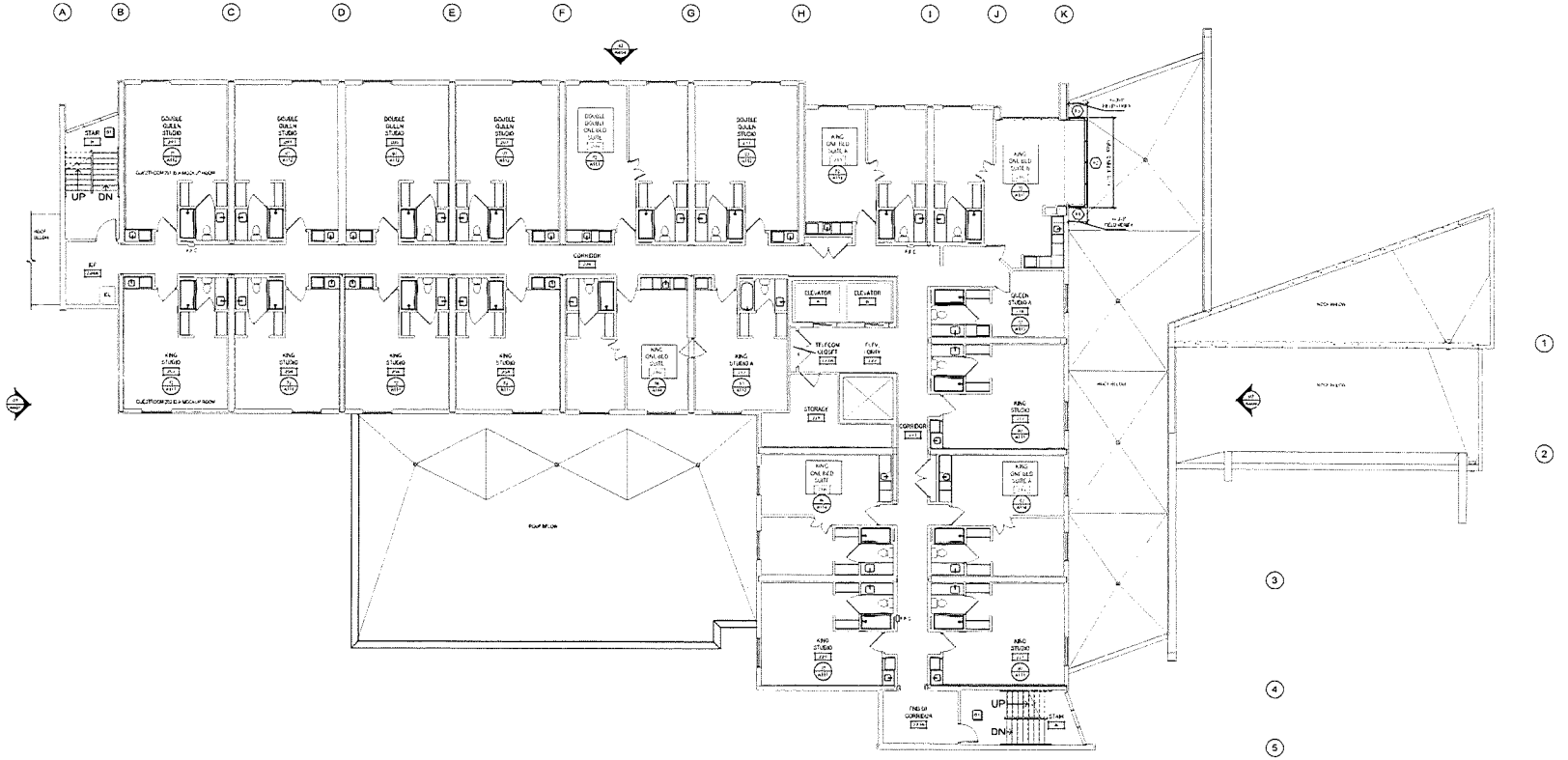
SHEET NOTES:

1. [illegible]
2. [illegible]

KEYNOTES:

01 [illegible]

30	208	1	King	Standard Room	2
31	209	2	Double (Full)	Suite (Approval Required before use)	2
32	210	1	King	Studio (Approval Required before use)	2
33	211	2	Queen	Room with Sofabed	2
34	212	1	King	Standard Room	2
35	213	1	King	Studio (Approval Required before use)	2
36	215	1	King	Suite (Approval Required before use)	2
37	216	1	Queen	Standard Room	2
38	217	1	King	Standard Room	2
39	218	1	King	Studio (Approval Required before use)	2
40	219	1	King	Studio (Approval Required before use)	2
41	220	1	King	Standard Room	2



SECOND FLOOR

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ARCHITECTS/ENGINEERS
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RUSK AVENUE HOTEL GROUP LLC

SPARK BY HILTON MADISON

102 EAST RUSK AVE
MADISON, WI 53715

spark by Hilton

KOTHE REAL ESTATE PARTNERS

ISSUANCES / REVISIONS		
NO.	DESCRIPTION	DATE
2	[illegible]	8.11.2020
3	FOR CONSTRUCTION	8.17.2020

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AYA

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AYA

DRAWN BY
Author

SECOND FLOOR PLAN

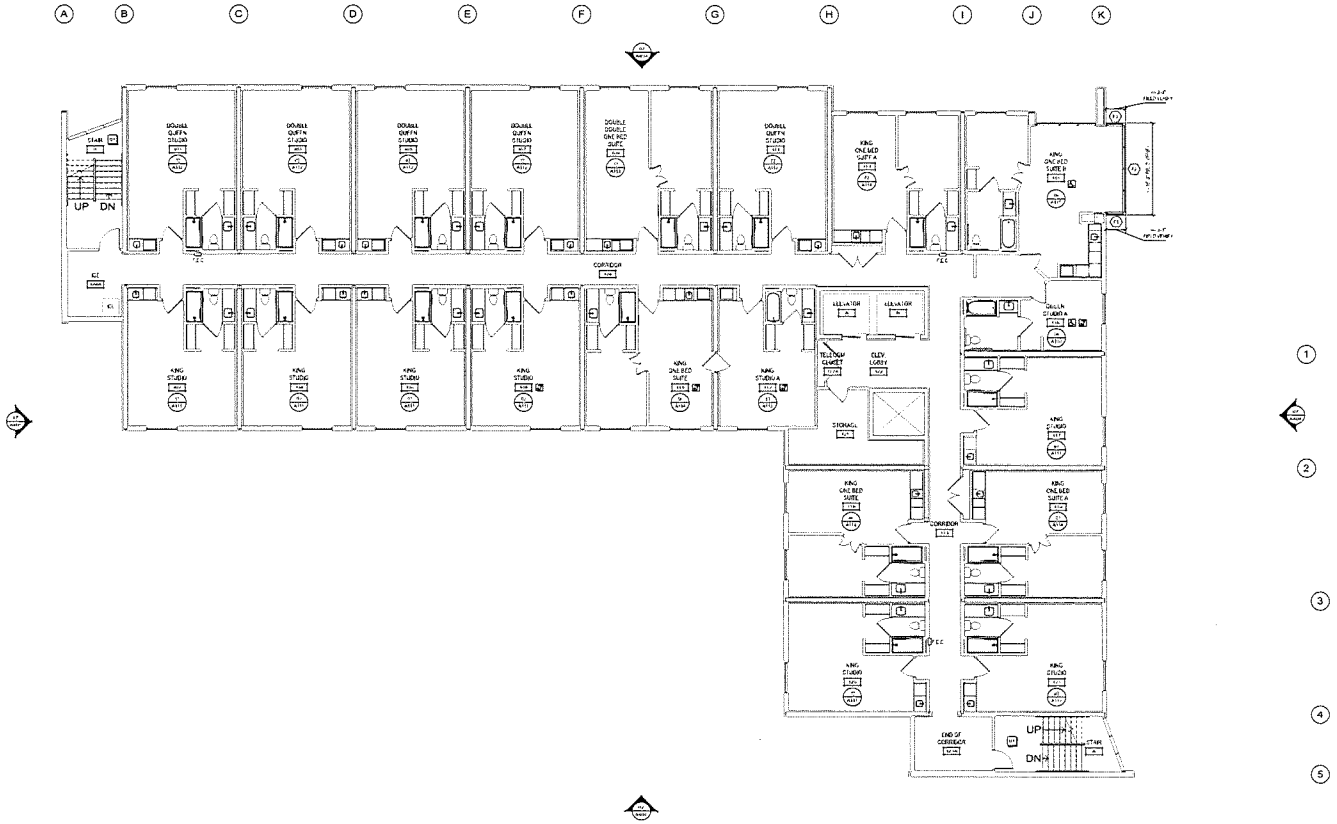
A102

SHEET NOTES:

1. [illegible]
2. [illegible]

KEYNOTES

[illegible]



THIRD FLOOR

ANGUS-YOUNG
ARCHITECTS/ENGINEERS
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RUSK AVENUE HOTEL GROUP LLC

SPARK BY HILTON MADISON

101 EAST RUSK AVE
MADISON WI 53715

spark by Hilton

KOTHE
REAL ESTATE PARTNERS

NO	DESCRIPTION	DATE
1	MINOR ALT RES/COMMERCIAL	03/24/2023
2	FOR CONSTRUCTION	03/29/2023

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Approver

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Checker

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Author

THIRD FLOOR PLAN

A103

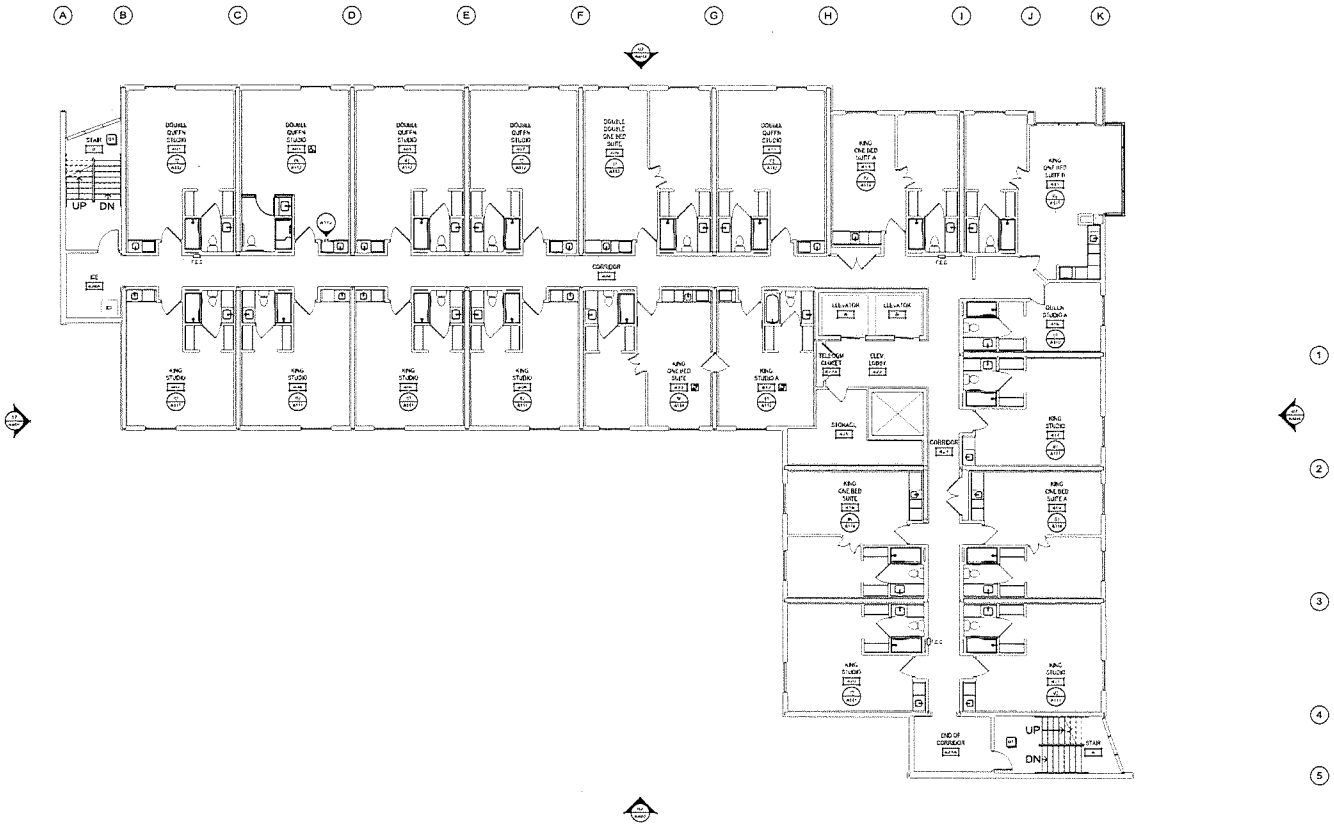
SHEET NOTES

1 REMOVE EXISTING FLOORING AND APPLIED FINISHES. LEVELIZE FLOOR AND INSTALL NEW FLOORING THROUGHOUT. INSTALL CARPET TILE AT CORRIDOR TO MATCH THE NEW FLOOR AT ADJACENT GUESTROOMS.

2 REMOVE EXISTING BUILT-IN CLOSET AND PLUMBING CHASE WALL AT GUESTROOMS. INSTALL NEW FURRED WALL. ALL PLUMBING FIXTURES SHALL BE RELOCATED TO NEW WALL. PATCH AND REPAIR ADJACENT WALLS AS REQUIRED TO MATCH EXISTING.

KEYNOTES

01 DETAIL 1 / P5.00 CONCRETE TOPPING UP TO LEVEL IN STAIR TOWERS AS REQUIRED. APPLY AT LEVEL TO TRANSITION WITH NON-SLIP PAINT FLOOR TO MATCH ADJACENT CORRIDOR FINISH. PATCH AND REPAIR ALL FINISHES WHERE DISTURBED.



FOURTH FLOOR

ANGUS-YOUNG
ARCHITECTS/ENGINEERS
Janesville | Madison | Rockford

RUSK AVENUE HOTEL GROUP LLC

SPARK BY HILTON MADISON

102 EAST RUSK AVE
MADISON, WI 53715

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REAL ESTATE PARTNERS

NO.	DESCRIPTION	DATE
2	MINOR ALT REV #PARTIAL	03/31/25
3	PUM CLARIFICATION	04/30/25

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79620

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FOURTH FLOOR PLAN

A104

SHEET NOTES

KEYNOTES

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Janesville | Madison | Rockford

RUSK AVENUE HOTEL GROUP LLC

SPARK BY HILTON MADISON

102 EAST RUSK AVE
MADISON, WI 53703

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KOTHE

ISSUANCE / REVISIONS	
#	DESCRIPTION
1	SPECIAL USE SUBMITTAL
2	PLAN CONSTRUCTION

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79420

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Approver

REVIEWED BY
Checker

DRAWN BY
Author

FIFTH FLOOR PLAN

A105

SHEET NOTE

SYMBOLS

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RUSK AVENUE HOTEL GROUP LLC

SPARK BY HILTON MADISON

325 EAST RUSK AVE
MADISON WI 53713

spark by Hilton

KOTHE

NO	DESCRIPTION	DATE
1	CONSTRUCTION	5/17/2023
2	CONSTRUCTION REVISIONS	6/9/2023
3	CONSTRUCTION REVISIONS #1	6/29/2023

ISSUANCE / REVISIONS

PROJECT NUMBER
79470

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Approver

RENDERED BY
Checker

DRAWN BY
Author

SHEET FLOOR PLAN

A106

SHEET NOTES

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RUSK AVENUE HOTEL GROUP LLC

SPARK BY HILTON MADISON

102 EAST RUSK AVE
MADISON, WI 53703

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KOTHE
HOSPITALITY GROUP

NO.	REVISIONS / ISSUANCE	DATE
1	PERMIT SET	10/15/2020
2	FOR CONSTRUCTION	12/21/2020

PROJECT NUMBER
79420

APPROVED BY
Approver

REVIEWED BY
Checker

DRAWN BY
Author

EIGHTH FLOOR PLAN

A108

SHEET NOTES:

1. REMOVE EXISTING HARDWARE AND PIPING AS REQUIRED TO INSTALL NEW HEATING EMBEDDED PIPING. COMPLETE FIRE ALARM VENDOR SUBMITTAL FOR ALARM INTERCONNECTIONS.
2. REFER TO ELECTRICAL, MECHANICAL, ELECTRICAL AND PLUMBING DRAWINGS FOR PENETRATIONS THROUGH WALL. ALL PENETRATIONS THROUGH RATED PARTITIONS SHALL BE FIRE STOPPED PER UL LISTING.

KEYNOTES:

01 REPAIR GYPSUM CONCRETE TOPPING OF FLOORS IN STAIR TOWERS AS REQUIRED. REPAIR SEALANT BETWEEN CURTAIN WALL AND FLOOR SLAB. PAINT FLOOR TO MATCH EXISTING CHEVY FLOOR PAINT - TYPICAL AT ALL FLOOR EXPOSED AND STAIR LANDINGS.



SEVENTH FLOOR
SCALE: 1/8" = 1'-0"

ANGUS-YOUNG
ARCHITECTS/ENGINEERS
Janesville | Madison | Rockford

RUSK AVENUE HOTEL GROUP LLC

SPARK BY HILTON MADISON

102 EAST RUSK AVE.
MADISON, WI 53713

spark by Hilton

KOTHE
REAL ESTATE PARTNERS

ISSUANCES / REVISIONS		
NO.	DESCRIPTION:	DATE:
2	MINOR ALT RESUBMITTAL	03/13/25
3	FOR CONSTRUCTION	03/19/25
4	CONSTRUCTION SKILLS TIN #1	04/09/25

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PROJECT NUMBER
79620

APPROVED BY
Approver

REVIEWED BY
Checker

DRAWN BY
DRB

SEVENTH FLOOR PLAN

A107

Sheet Size: 36" x 48" (ANSI E1)

C:\Revit Local Files\spark-DTHOTel-V2023_dsrvt.rvt

July 2025 ALRC New License

Class A Licenses.csv

All items

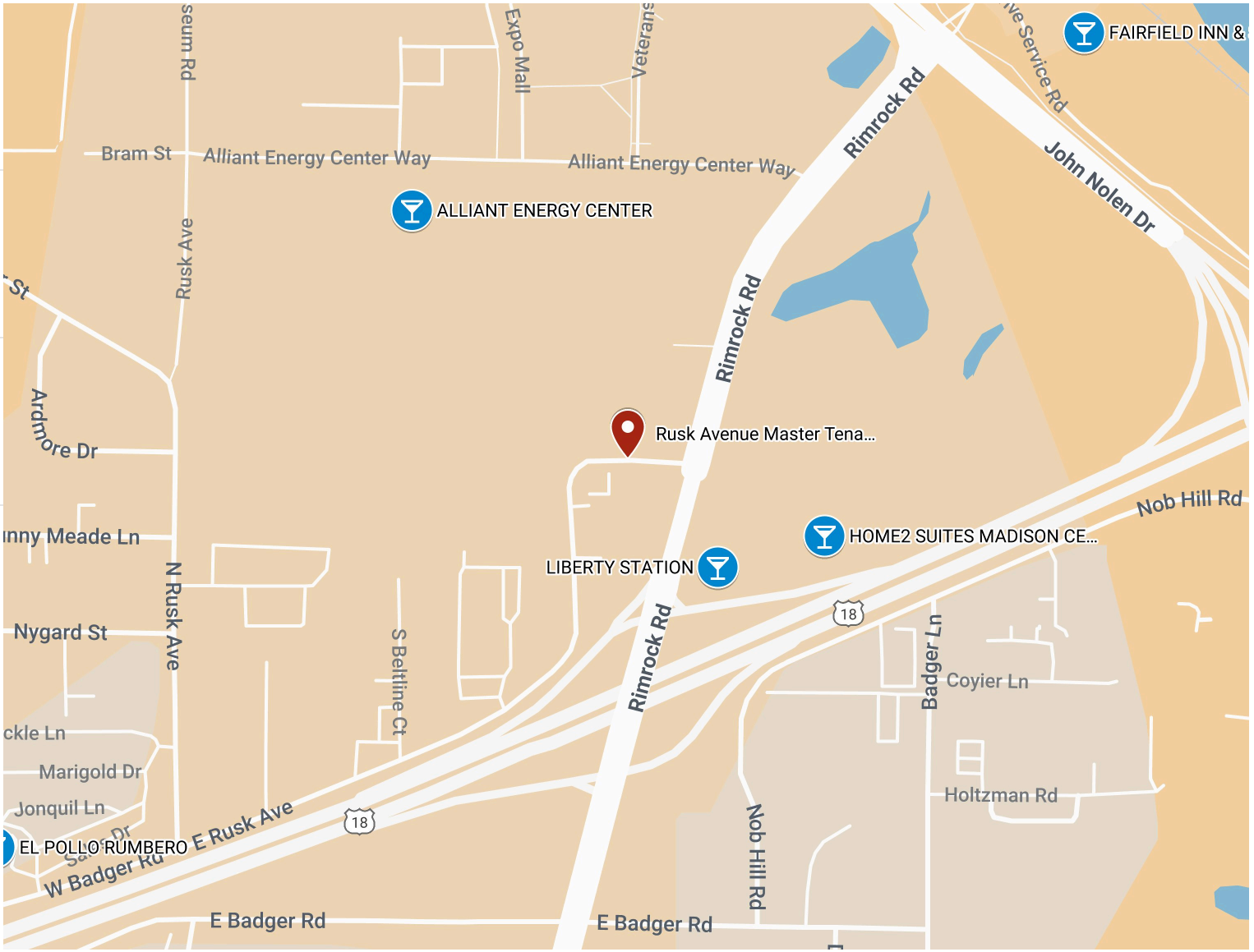
Class B Licenses.csv

All items

New Licenses.xlsx

All items

New licenses are drops, existing licenses are dots.



City of Madison

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

Master

File Number: 88803

File ID:	88803	**File Type:**	License	**Status:**	Council Public Hearing
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	06/18/2025
File Name:				**Final Action:**	

Title: Public Hearing - New License
Light of the Moon Inc • dba Moon Bar
328 W Gorham St • Agent: Jeffrey Road
Estimated Capacity (in/out): 314/0
Class B Combination Liquor & Beer • 70% alcohol, 30% food
Police Sector 403 (District 2)

Notes:

CC Agenda Date: 08/05/2025

Agenda Number: 6.

Sponsors:

Effective Date:

Attachments: LICLIB-2025-00562 App.pdf, LICLIB-2025-00562 Supplemental.pdf, 328 W Gorham St 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	06/18/2025	Referred for Introduction				

Action Text: This License was Referred for Introduction
Notes: Alcohol License Review Committee- Public Hearing (7/16/25), Common Council (8/5/25)

1	COMMON COUNCIL	07/01/2025	Refer For Public Hearing	ALCOHOL LICENSE REVIEW COMMITTEE	Pass

Action Text: A motion was made by Vidaver, seconded by Govindarajan, to Refer For Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other.

1	ALCOHOL LICENSE REVIEW COMMITTEE	07/16/2025	RECOMMEND TO COUNCIL TO GRANT WITH CONDITIONS - PUBLIC HEARING		Pass

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

The conditions are:
1. No refuse or recycling is to be stored on public property.
2. The 18+ license is limited to private parties; there is no such limitation on 21+.
3. No patrons are permitted to enter or re-enter the establishment after 1:30am on Friday or Saturday night.

Two registrations in support.

Notes: The conditions are:
1. No refuse or recycling is to be stored on public property.
2. The 18+ entertainment license is limited to private parties; there is no such limitation on 21+ performances.
3. No patrons are permitted to enter or re-enter the establishment after 1:30am on Friday or Saturday night.

Text of Legislative File 88803

Title

Public Hearing - New License
Light of the Moon Inc • dba Moon Bar
328 W Gorham St • Agent: Jeffrey Road
Estimated Capacity (in/out): 314/0
Class B Combination Liquor & Beer • 70% alcohol, 30% food
Police Sector 403 (District 2)

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)

LICLIB-2025-00502

(License number)

2 (Alder District #) 408 (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.

   Light of the Moon Inc.

2. Trade Name (doing business as) Moon Bar

3. Address to be licensed 328 W. Gorham St. Madison, WI 53703

4. Mailing address 328 W. Gorham St. Madison, WI 53703

5. Anticipated opening date 8/1/2025

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.

   Located at the corner of Brook and Gorham, Moon's Bar & Grill will occupy the first and second floors of a 3 story building. Both floors will containa bar and restrooms, with alchohol stored behind each bar and in a caged area in the basement. Offices and records, both sales and purchases, will be kept on site. No outside seating or sales area as of now, looking into for future.

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

   Indoor: 314 Outdoor: _____

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

    No parking

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

    ☐ No ☒ Yes, license issued to Danny's Pub - Brano Kruger (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 Jeffrey Rood

13. City, state in which agent resides Wisconsin

14. How long has the agent continuously resided in the State of Wisconsin? 21 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 6/11/25

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

    Wisconsin, 5/21/25

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	Jeffrey Rood	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.

    Jeffrey Rood

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
11am - 11pm.	3pm. - close	3pm.- close.	3pm. - close.	3 pm. - close.	3pm. - close.	11 am.- close
(Class B only) Enter below any hours when food service will not be available, if applicable						
9 pm. - close.	9pm. - close	9pm. - close	9 pm - close	9pm- close	9pm - close	9pm.- close

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:
70 % Alcohol 30 % 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? DJ and live bands

_____

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, 2026.

38. State Seller's Permit 456 - 103212824504

39. Federal Employer Identification Number 39-2466357

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

Contact person Jeffrey Rood

Business phone 608-215-8743 Business e-mail address madisonpads511@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 Andy Erlandson

Phone 608-2570945 E-mail aerlandson@hurleyburish.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.

_____ 6/12/25

(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)	☒ 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 _____

MOON BAR MENU

Comfort Food. Cold Drinks. Chill Vibes.

STARTERS

Moon Wings - $12 GF

Crispy jumbo wings with your choice of: Buffalo, Honey BBQ, Garlic Parmesan, or Sweet Chili. Served with ranch or bleu cheese.

Loaded Nachos - $14 GF

Tortilla chips with cheddar, queso, tomatoes, jalapeños, green onions, and sour cream. Add chicken or chili +$3

Cheese Curds - $10

Wisconsin white cheddar curds, beer-battered and fried. Served with spicy ranch. (Ask for GF version baked instead)

Soft Pretzel Sticks - $9

Served with warm beer cheese and stone-ground mustard.

SALADS & BOWLS

Moon Garden Salad - $9 GF

Mixed greens, tomato, cucumber, red onion, carrot, and balsamic vinaigrette. Add grilled chicken +$4 I Add salmon +$6

Buffalo Chicken Salad - $13

Romaine, Buffalo tenders, tomatoes, celery, bleu cheese crumbles, ranch dressing.

Grain Bowl - $14 GF

Quinoa, roasted veggies, arugula, chickpeas, avocado, and lemon-tahini dressing.

BURGERS & SANDWICHES

Served with fries, tots, or house salad. Substitute gluten-free bun +$2 or lettuce wrap.

The Moon Burger - $14 GF

Half-pound Angus patty, cheddar, lettuce, tomato, onion, pickles, Moon sauce.

Black & Bleu - $15 GF

Cajun-seasoned patty, bleu cheese crumbles, bacon, crispy onions.

Chicken Club - $13 GF

Grilled or crispy chicken, bacon, Swiss, lettuce, tomato, avocado, mayo on a brioche bun.

BBQ Pulled Pork - $13

House-smoked pulled pork, BBQ sauce, tangy slaw on a toasted bun.

Veggie Melt - $12 GF

Roasted veggies, spinach, provolone, pesto aioli on grilled sourdough.

MOON BAR MENU

Comfort Food. Cold Drinks. Chill Vibes.

MOON FLATBREADS

Gluten-free crust available on request +$3

Margherita - $12

Fresh mozzarella, basil, tomato, garlic oil.

Spicy Sausage & Peppers - $13

Italian sausage, bell peppers, chili flakes, mozzarella.

BBQ Chicken - $13

BBQ sauce, grilled chicken, red onion, cheddar jack, cilantro.

ENTRÉES

Fish & Chips - $16

Beer-battered cod, house slaw, tartar sauce, lemon. (Ask for grilled GF option)

Steak Frites - $22 GF

8 oz sirloin, herb butter, hand-cut fries.

Chicken Tenders Basket - $13

Crispy tenders with fries and honey mustard or ranch. (GF breaded tenders available)

Moon Mac & Cheese - $12 GF

Creamy 3-cheese blend, topped with buttery breadcrumbs. Add bacon or pulled pork +$3

DESSERTS

Moon Pie Sundae - $8

Warm brownie, marshmallow, chocolate drizzle, vanilla ice cream.

Cheesecake Bites - $7

Fried cheesecake bites with raspberry sauce.

GF Chocolate Lava Cake - $8 GF

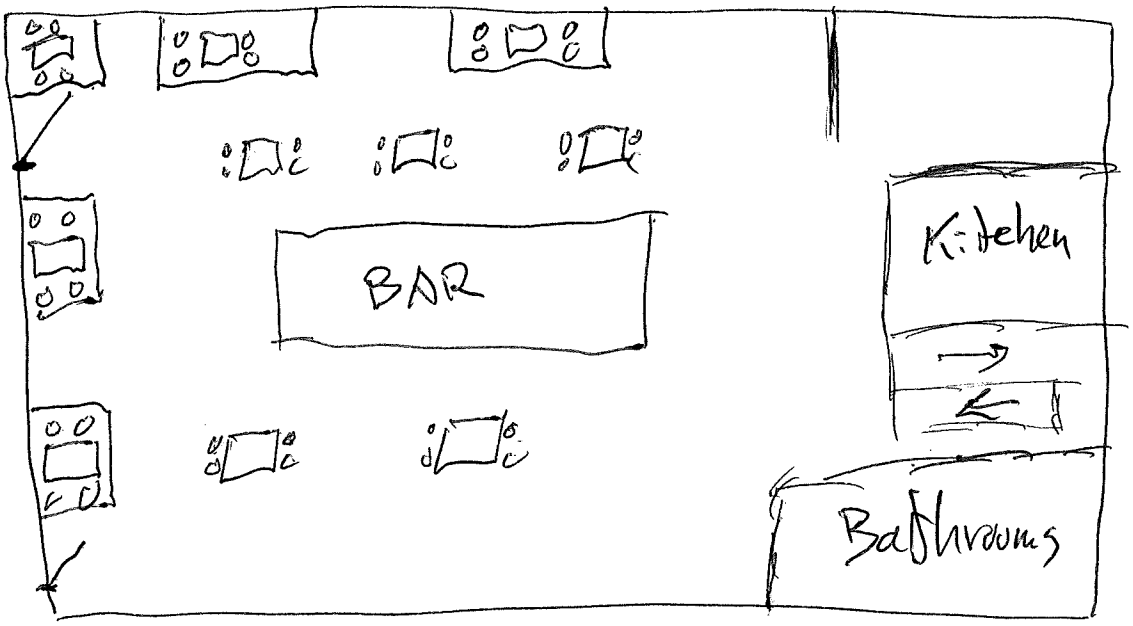
Rich, gooey, and gluten-free.

SIGNATURE COCKTAILS

Lunar Lemonade - Vodka, elderflower, lemon, soda
Blue Moon Mule - Blueberry vodka, ginger beer, lime
Dark Side Old Fashioned - Bourbon, smoked bitters, orange peel

328 W. Gorham Floor Plan

First Floor



Second Floor



Moon Bar

Spirits, Food, Music, Sports

Business Plan

Jeff Rood
Owner/Operator

328 W Gorham St.
Madison, WI 53703

CONFIDENTIAL

No offering is made or intended by this document. Any offering of interest in ***Moon's Bar and Grill*** will be made only in compliance with Federal and State securities laws.

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I. Executive Summary

Business Overview

Moon Bar gets its inspiration from the alumni song "By the Light of the Moon." The creator of Moon Bar is seeking to build a fast-paced, service friendly American style Sports pub and eatery with live music and DJs that caters to both the college students/recent graduates and the local young professionals while being a comfortable option for the relaxed drinker. Customers will enjoy a warm, laid-back environment during the week with a higher energy, party atmosphere on the weekends. Moon Bar recognizes the lack of this theme in the area and being located on the 300 block of Gorham, just steps away from busy State Street making this an excellent place for this concept. Moon Bar understands the underlying factors people look at when choosing a bar or restaurant: Great Food, Good Prices, Cold Drinks and Great Service. Moon Bar will focus on being a social gathering spot for all types of people in and out of the State Street/Downtown area. It will position itself as one of the best Happy Hour locations by offering food and drink specials and its late night business will thrive off of the area's existing energy and we will focus on providing a safe and desirable place to socialize for young professionals, college students and the area's residents.

The venue on Gorham is currently occupied by Danny's Pub. The existing bar takes up the first floor and the second floor. State Street and its immediate surroundings define Madison's Downtown area and demands a mix of relaxed, down to earth chill with high energy nights and weekends. Moon Bar believes it would exemplify this. The bar would require an interior remodel to change the décor and lighten up the existing space. Moon Bar would strive to become a local staple for Happy Hour, Dinner and the Late Night Party scene.

The venue of Gorham Street has two levels. The primary focus would be on the first floor with a U-shaped bar, booths along the wall, free standing tables, dart boards, a jukebox and the kitchen. The second floor would need some additional renovations but those would be minimal to start, greater possibly at a future point, outside the scope of the beginning Moon Bar. The upstairs would focus on Live Music and DJs, overflow, hosting private parties, college socials, formals and other group functions. To emphasize the Inspiration of the name "By the Light of the Moon" we would have various references to the song and of course lots of Badger paraphernalia!.

<u>Success Factors</u>

Moon Bar is uniquely qualified to succeed due to the following reasons:

- Products & Services: Our products and services will be superior to our competitors because our main focus will be the guest's experience while at Moon Bar. From the food and drinks to the music, we will have a straight forward, Campus décor that encompasses the University and local Madison culture at its core. The Downtown Area of Madison lacks a good sports bar with live music focusing on singer songwriters. We want to bring a new take on the concept of a pub style menu and drink with a party late night.

- Human Resources: Owner/Operator Jeff Rood has over 15 years of experience in Downtown Madison working with the community via hss Apartment business Madison Pads, LLC. Additionally, Brano Kruger who has over 11 years experience in the bar/restaurant industry, 8 of those managing and 2 years managing the exact style being proposed for this location, will be staying on as a consultant and will mentor/train Jeff and staff on how to run the business.This is pivotal to the business. Additional management would be brought in with experience in both Front of House (FOH) and kitchen or Back of House (BOH). We will drive to not only succeed at Moon Bar but also help Madison's movement in becoming one of the greatest mid-sized entertainment cities in the nation.

- Location: Our Downtown Madison/State Street location is our biggest advantage. The area provides a built-in clientele by being the entertainment district for the University of Wisconsin-Madison. The State Street District Is the heart of Madison and is it's primary entertainment destination.

- Operational Systems: Moon Bar has developed Front of House (FOH) and Back of House (BOH) systems with the guidance of Brano Kruger (consultant) that will enable it to provide high quality products/services at a lower cost. A 30-page server/bartender training service manual has been established that will create a service first attitude that is necessary to thrive in the bar/restaurant industry. Years of Point-of- Sale programming and operational experience will help expedite product ticket times.

- Customers: Jeff Rood has over 15 years of experience with the downtown community via his apartment business and Brano Kruger has over 7 years experience as General Manager/owner at Danny's Pub which currently occupies the space. The Plan will be to hire local students and residents and give them a voice in promotions and attracting people to the Moon Bar.

- Design: Moon Bar wants to become a Madison destination that truly symbolizes the campus and the local culture with its façade and design. A fresh take on a tried and true formula in downtown Madison is what we are shooting for. The addition of Live music and Nightly attraction will help emphasize this.

- Marketing & Operations: Brano Kruger and the management team possess the skills that will enable Moon Bar to attract new customers at a lower price. Having managed Trinity Three Irish Pubs, Brano Kruger understands how to establish and maintain a steady clientele with next to zero dollar marketing budget by creating a word of mouth buzz and establishing a well-regarded reputation. At the same time, at both Buckhead Saloon and Red Rock Saloon, Brano Kruger has run event driven bars that have allowed him to better understand how to actively market and advertise an establishment in many forms such as social media, newspaper and radio ads, and staff-invite parties. We plan to learn from Brano and continue this approach.

II. Company Overview

The legal structure of Moon Bar will be a S Corp. located at 328 W. Gorham Street in Madison, Wisconsin. The Corp will be wholly owned by Jeff Rood as owner/operator. Currently the building where Moon Bar is being proposed is occupied by Danny's Pub. The location is in fact the strongest factor for the venue. Directly across the street and kitty corner are 2 very large new high end apartment buildings that will house thousands of students and young professionals. Between that and the neighboring State Street District and the abundance of college and young professional housing nearby, Moon Bar is set up to succeed as a neighborhood staple. The restaurant will capture the essence of Madison. To establish a late night crowd, Moon Bar will seek to provide a great bar experience by offering strong specials during the week and great energy on the weekend. Moon Bar will provide a quality product for a reasonable cost, but more importantly, will support a laid-back, "you're at home" attitude for all of its guests. By being multi-faceted Moon Bar will be able to provide something for everyone's needs.

Basic Menu Breakdown
The menu will fuse basic American pub fare with healthy allergy friendly fare. The intent is not to get too adventurous but to generate steady, regular business by providing items people want with Irish influence and flair. An example of this would be providing gluten free fryer for fish fry, onion rings etc and offer healthy pub inspired Bowls and wraps.

Weekend Brunch
Moon Bar will have a low key Weekend brunch. The focus here will be on breakfast sandwiches. Grab and go or dine in will be encouraged.

Happy Hour
Moon Bar will have a more relaxed, celebrated vibe. The space will have high- energy music allowing people to feel like they are on vacation away from work and their day-to-day concerns. Happy Hour will focus on food and drink specials that will help keep commuters in the Downtown area after work while also enticing the college crowd to come out early. The space will welcome couples, singles, college students, tourists, and local and out of town business people and groups. The restaurant will provide intimate booths along the side of the restaurant for smaller groups and ample table and bar space for individuals and couples. Happy Hour will run roughly 3pm - 7pm, at which the late night specials would most likely kick in.

Dinner Crowd
Sample Happy Hour Specials
1/2 Off All Draft Beer
$3 All Draft Beer
2-for-1 Cocktails $5 Appetizers
Moon Bar will be the place to be for dinner. The classic combination of beer and pub food has been a staple for generations. Our full service menu will be limited in items, we want to do what we do well. Focus will be classic pub fare; Wings, Burgers, Fries, and nachos. With a full bar,

the pub will not only focus on selling great food but also providing great drink options to go along with it. We will focus on quality food, good drinks and spectacular service.

Late-Night

With the idea of being a multi-faceted location and always open to our customers, Moon Bar will remain open until bar-time every night of the week. Late-night weekday specials and service industry employees will help keep the Happy Hour vibe going into the late night rush. On top of competitive drinks specials, we will offer nightly food specials and attractions like trivia night during the week. Our late- night energy will focus on college students, service industry people and young professionals. Moon Bar's consistent focus on competitive yet reasonable drink specials and overall reasonable prices, with the intent of hiring a service industry driven staff will help to become a late-night attraction for its target market.

Special Events

Certain amenities can create a draw for the establishment on both slower and busier days and nights. Moon Bar will have an HD projector screen and an ample number of TV's, maximizing viewing spots throughout the restaurant/bar. Moon Barl will not focus solely on being a sports bar, but because its theme includes the All- American vibe and being in a highly sports driven college city, we want to create a destination to watch all sporting events.Upstairs will be a great opportunity to create a destination for great local live music and dj's. Additionally, with the second floor, there is the possibility of public and private events such as viewing parties, tailgate hostings, holiday and work parties, etc. Moon Bar recognizes the need for event spacing in the Downtown Madison area and would both provide and capture this piece of the market by providing cost-effective product and space packages for potential clients.

III. Industry Analysis

Market Overview

The market in whichMoon Bar will operate can be characterized by the following: National Restaurant Market $

National Sales: $782.7 billion

Locations: 1 million+

Employees: 14.4 million - one of the largest private-sector employers

10%: Restaurant workforce as part of the overall US workforce

$8.4 billion: Projected sales in Wisconsin's restaurants in 2016

Madison and Wisconsin Tourism Statistics

State of Wisconsin tourism in 2015: $19.3 billion+

o Up $1 billion from 2014

Dane County (Madison Area) tourism spending: $1.9 billion Madison Area Amenities / Events / Attractions

Kohl Center - Badgers Basketball & Hockey, concerts, shows, high school state events
University of Wisconsin-Madison - Over 50,000 undergraduate and graduate students (Moon Bar is practically on campus)
Camp Randall - Badgers Football
Alliant Energy Center - Concerts, area shows (monster truck, boxing, etc.) Orpheum & Overture Center - Concerts, plays, comedians, all less than 2 blocks away
Nearby local events - Dane County Fair, local shows and fairs
Neighboring bars & restaurants - Moon Bar is within the State Street entertainment district. The strip includes several other bars and a few restaurants that together attract a steady amount of traffic.
Residents - State Street resembles Milwaukee's Brady Street of Chicago's Wrigleyville. Residents treat the area as their one-stop area for shopping, dining and late night activities.

IV. Customer Analysis
The Downtown Madison area is thriving in the current economy. In the past decade the restaurants and bars have held on through economic downturn and people are still spending money. Places like Wando's, Chasers, Hawks Pub, Whiskey Jacks and State Street Brats have become staples of the State Street district. The State Street district is essentially the heart of Downtown Madison, located between the UW-Madison community and the Capital Building. It will be Moon Bar's goal to fit into that model. We want Moon Bar to be a relaxed, energetic spot that residents feel comfortable eating and drinking at. The pub style atmosphere will attract area professionals and nearby residents for Happy Hour and a casual dinner and create a destination stop for those already coming to the area for other events. Our late nights will be among the most desirable and safest in the area. While being immersed in the State Street bar district, Moon Bar will provide something for everyone. Late night, the first floor will assimilate the restaurant feel into the late- night, energetic pub feel with larger groups filling booths and smaller groups occupying standing tables and the bar.

Target Customers
Below is a profile of our target customer:
Target Age: 21 - 45 years old
Income: Middle-class
Spending Habits: Large discretionary income - entertainment driven Gender: Both male and female
Some specials targeted toward females to draw in both sexes Location: Downtown Madison, State Street residents, Students
Marital Status: Single or newly married
Family Size: No children to few children, still having discretionary funds
Occupation: Young professional, student
Language: English primarily
Education: College and post college
Activities & Interests: Active, involved in Downtown activities
Food/Drink Choice: Generic palates to the slightly adventurous, again

nothing on our menu will be too obscure, safe and proven

Customer Needs
Below is a profile of the needs we will fulfill for our customers:
Speed: By being located in the entertainment district and neighboring the business district, customers will demand food and drink at a face pace.

Quality: Moon Bar will hold the highest standards for its ambience, food, drinks and overall entertainment value by doing daily checks and internal inspections, consistently evaluating, tasting, and being the toughest critic of our own product.

Location: the Downtown Madison/State Street district has stayed the consistent hot spot for entertainment for at least the last decade. UW- Madison is constantly expanding their operations and student base. Additionally Madison has recently built several new high-rises downtown and plans to further this development over the next few years. With so many attractions, such as the lakefront and other entertainment based venues, the area's need for another popular, well-run bar is evident and the pub style venue would be an original concept for the area. We want Moon Bar to be another reason people come down to the area.

Reliability/Consistency: Many of our guests will be "on the go" and that will require Moon Bar to be reliable in creating a quick yet quality experience. Repeat business is the backbone of any restaurant. The reason people go to McDonald's all over the world is that they know what they are getting every time they go there. Moon Bar wants to provide this same consistency with a sense of energy and comfort that will continue to bring people back consistently.

Comfort: While having the systems in place to accommodate the fast paced customer, Moon Bar will provide that comfortable, relaxed vibe that will allow our guests to "kick back" and enjoy the experience.

Price/Value: Moon Bar's products will be reasonably priced in an area that demands a quality, innovative product at a competitive cost. The key to success is providing a great experience while convincing the customer they got more than their money's worth and creating repeat customers. That value will create a great buzz and a great word of mouth campaign.

Customer Service: A major component of creating that value extends further than just the product and ambience of Moon Bar. We will strive to provide the best service from the very moment the guest walks in the door. The mentality must be that we are hosting a party everyday; that people are leaving their 9 to 5 job to come and relax and get away from life for a while; a vacation for the night.

V. Competitive Analysis

Direct Competitors

Moon Bar believes that competition in Downtown Madison and the State Street district is an asset to our operations. Under the food court theory, we look forward to being part of an area that has several high quality establishments. By being part of an area that is thriving and has maintained a great reputation for years will only help draw people into our establishment. Having so many activities, conventions, sporting events, public attractions, festivals, businesses, and residents will allow us the opportunity to help the area improve it's already highly regarded reputation as a whole.

Direct Competitor #1: Chaser's Bar and Grill
Products/Services: 24 tap beers, full bar menu, college sports bar atmosphere
Price Points: $4-$7 for beers, food $5-$10 typically
Revenue: Unknown
Location: Across the street on Busy Gorham.
Customer Segment: Primarily college, some young professional
Competitors Key Strengths: Strong patio when weather is nice, smaller room so appears fuller with less people, college sports bar
Competitor Key Weaknesses: Business model targets primarily college students and no one else

Direct Competitor #2: Red Rock Saloon
Products/Services: 12 draft lines, BBQ, live music, country rock theme Price Points: $4-$8 for beers, food $5-$25 typically
Revenue:
Location: 1 1⁄2 blocks from proposed location
Customer Segment: Young professional, college students, older crowds on Friday (25-35), slightly younger on Saturdays (21-30)
Competitors Key Strengths: Country music venue, well known for late night party, large room for increased capacity
Competitor Key Weaknesses: Location for dining in, large room feels empty when not full, focus is only on Country and Rock

Direct Competitor #3: Wando's Bar
Products/Services: Full bar, small grill, established college bar Price Points: $3-$8 per drink
Revenue: Unknown
Location: University Ave, 2 blocks away
Customer Segment: College students, young adults, service industry Competitors Key Strengths: Established location for 20+ years, good reputation for college-style party, 3 floors with smaller individual sizes, sections
Competitor Key Weaknesses: Limited food, must update to stay relelvant

Direct Competitor #4: Whiskey Jacks
Products/Services: Full bar, 40+ draft lines, pool, very limited food Price Points: $3-$10 per drink
Revenue: Unknown
Location: State Street, 1⁄2 blocks away

Customer Segment: Primarily college and immediately post college
Competitors Key Strengths: Large room, live music, pool tables, location/proximity to Greek housing, aggressive drink specials
Competitor Key Weaknesses: Very limited food, one dimensional (party), one large room, limited potential for events and private parties

Competitive Advantages
Moon Bar is positioned to outperform its competitors based on the following:
Jeff Rood is an Alumni with 2 children currently attending UW and has a vast understanding of the downtown population from his time as a property manager/landlord. This experience and personal relationships give Jeff and Moon Bar a unique pulse on the needs of downtown Madison. Additionally, the Consultant has the unique experience in the service industry, with Brano Kruger having more than 11 years in the industry and 8 of those managing. Our operation system and industry experience will allow us to stream-line costs and maximize profits. Brano Kruger has managed several highly efficient restaurants/bars and has learned many successful operational tactics and strategies that will help Moon Bar succeed. Additionally, a training program for service and staffing has already been created. Servicing markets in Milwaukee and Madison has given Brano Kruger diverse and open view of the industry. His love for procedures, entertaining guests and providing a quality food and drink product that keeps our guests happy is what will keep us working hard. Danny's Pub will strive to do things right and remain consistent with local demand.
Moon Bar is fortunate to have a unique marketing skillset that enables it to attract new customers at a low cost. Brano Kruger has run several of the biggest and most popular bars in both Madison and Milwaukee, working both with larger and next to zero budgets for marketing.

VI. Marketing Plan
The Moon Bar brand will focus on the campus and the city with reference to the alumni song "By the light of the moon". Within that will be aspects specific to Wisconsin and
Madison, pop culture aspects of Sports/music/movies, local affiliations such as UW- Madison sporting events and local breweries, and more. The Moon Bar theme combined with Live music, high quality service, and prime State Street location will make it a destination spot for everyone in the Downtown area.

Promotions Plan
Moon Bar will use the following tactics to attract new customers:
Social Media: Moon Bar will take advantage of the popularity of social media and affiliated apps such as Facebook, X and Instagram. We will push to create a vibe and overall excitement for Moon Bar by building a following on these applications through constant updates of specials, communications for customers and promoting of events.
Residential and Hotels: We will provide physical Point-of-Sale materials (flyers, handbills, etc.) with advertised specials for residents and nearby hotel guests. Additionally, we will work with local hotel concierges to promote our establishment.

Restaurant/Bar Apps: Madison is very friendly toward the food and drink special apps for smart phones. We will utilize several including Groupon, Hooked, Snapchat and Campus Story, keeping specials fresh and updated and in the minds of customers.
Staff Awareness: One of the strongest pieces behind any campaign is the people behind it. Moon Bar will work closely with its employees to make sure that each and every person is active in promoting the bar and trying their hardest to make it a success.
In-House Advertising: Posters and graphics incorporated into the décor of the room will help promote current and upcoming specials and be a constant reminder to those that come in.
Company Website: Moon Bar will have a competitive, interactive website that engages current and potential customers by allowing them to experience the laid back feel before they ever step into the bar. Additionally the website will act as the first wave of customer awareness for specials and events.

VII. Operations Plan/Management
Functional Roles
In order to execute Moon Bar's business model, the company will need to perform many functions including the following:

Administrative Functions - Operator

- General and administrative functions including general office, marketing, bookkeeping, etc.
- Hiring, training, and scheduling of management team
- Booking and securing entertainment such as DJs and trivia
- Establishing daily specials with managers Research and development
- Creating large scale liquor and food purchasing programs with rebates Macro-management of processes / development of cost effective strategies

Kitchen Functions - Operator/Kitchen Manager

- Monitoring food preparations according to health standards Creating a consistent and desirable menu
- Ongoing menu creation and modifications Food product ordering and inventory control Hiring and training of BOH staff
- Scheduling of kitchen staff

Bar/Restaurant Functions - Operator/Kitchen Manager/Bar Manager
Liquor/Beer/Wine/Non-Alcoholic order

- Hiring and training of FOH staff
- Scheduling of FOH staff
- Day-to-day operations and standards checks Monitoring and fixing of maintenance issues
- Local industry and customer relations

Moon Bar already has a couple of very strong candidates for the positions of Manager and Kitchen Manager, working underneath Brano Kruger as the initial acting General Manager.

Additionally there are already several employees who would wish to stay with Brano Kruger at a new establishment and a large supply of new applicants within the city. Wait-staff and bartenders will focus on the customer's needs, both in product and service and therefore held to strict standards. We understand that our customers could go anywhere for a Bud Light and sandwich and we will need them to choose us over our competitors. A young, focused, college to post-college group is whom we will be looking at to fill this. In the kitchen, we will be going after the quick, professional, and creative cook with a desire to make our customers happy and take pride in their product.

July 2025 ALRC New License

Class A Licenses.csv

All items

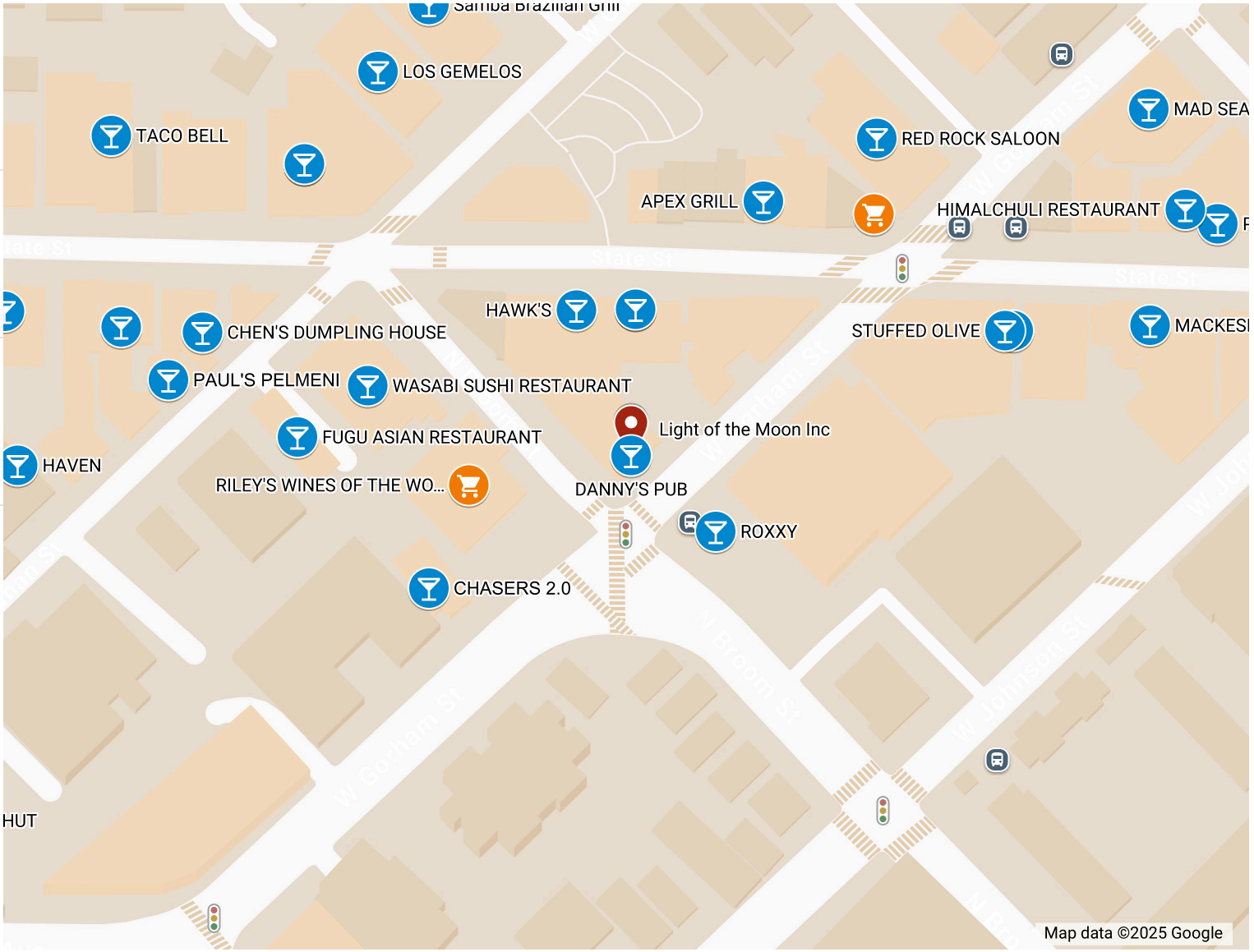
Class B Licenses.csv

All items

New Licenses.xlsx

All items

New licenses are drops, existing licenses are dots.



City of Madison

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

Master

File Number: 88804

File ID:	88804	**File Type:**	License	**Status:**	Council Public Hearing
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	06/18/2025
File Name:				**Final Action:**	

Title: Public Hearing - New License
Red Lobster Hospitality LLC • dba Red Lobster
4502 East Towne Blvd • Agent: Karen Marquis
Estimated Capacity (in/out): 243/0
Class B Combination Liquor & Beer • 8.31% alcohol, 91.69% food
Police Sector 631 (District 17)

Notes:

		CC Agenda Date:	08/05/2025
		Agenda Number:	7.
Sponsors:		**Effective Date:**	
Attachments:	LICLIB-2025-00564 App.pdf, LICLIB-2025-00564 Supplemental.pdf, 4502 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	06/18/2025	Referred for Introduction				

Action Text: This License was Referred for Introduction
Notes: Alcohol License Review Committee- Public Hearing (7/16/25), Common Council (8/5/25)

1	COMMON COUNCIL	07/01/2025	Refer For Public Hearing	ALCOHOL LICENSE REVIEW COMMITTEE	07/16/2025	Pass

Action Text: A motion was made by Vidaver, seconded by Govindarajan, to Refer For Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other.

1	ALCOHOL LICENSE REVIEW COMMITTEE	07/16/2025	RECOMMEND TO COUNCIL TO GRANT - PUBLIC HEARING			Pass

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

One registration in support.

Text of Legislative File 88804

Title

Public Hearing - New License
Red Lobster Hospitality LLC • dba Red Lobster
4502 East Towne Blvd • Agent: Karen Marquis
Estimated Capacity (in/out): 243/0
Class B Combination Liquor & Beer • 8.31% alcohol, 91.69% food
Police Sector 631 (District 17)

Liquor/Beer License Application

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)

(Legistar file number)
LICLIB-2025-00564
(License number)

17 (Alder District #) 631 (Police Sector)
Office Use Only

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.

   Red Lobster Hospitality LLC

2. Trade Name (doing business as) Red Lobster #0377

3. Address to be licensed 4502 East Towne Blvd, Madison, WI 53704

4. Mailing address Attn: Red Lobster - Licensing, 450 S. Orange Ave., Ste 800, Orlando, FL 32801

5. Anticipated opening date N/A - currently opened

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 sold in restaurant, and stored in coolers, cabinets in bar area. Kegs are in the wet bar area, small locked room near rear exit.

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

   Indoor: 243 Outdoor: 0

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

    Relatively large lot, with 4 handicap spaces for parking.

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

    ☐ No ☑ Yes, license issued to Red Lobster Hospitality 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 Karen Marquis

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

14. How long has the agent continuously resided in the State of Wisconsin? 21 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 06/13/2025

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

    Florida - March 14, 2014

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
CEO	Oludamola Adamolekun	Orlando, FL
VP	Morgan McClure	Atlanta, GA
VP - Alcohol License Matters	Norma Rivera	Windermere, FL
VP, Secretary, Treasurer	Andrew Robbins	Pacific Palisades, 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.

    CORPORATE CREATTIONS NETWORK INC, 301 S. BEDFORD ST., STE. 1 MADISON , WI 53703

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

    ☐ No ☑ Yes (explain) GMRI, Inc.

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) Various corporations in various locations in numerous states.

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
11am - 9pm	11am - 9pm	11am - 9pm	11am - 9pm	11am - 9pm	11am - 10pm	11am - 10pm
(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. Full service restaurant.

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:
8.31 % Alcohol 91.69 % 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, 2026.

38. State Seller's Permit 456-1028564254-02

39. Federal Employer Identification Number 46-5125297

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

Contact person Joyce Leonardi

Business phone 407-734-9652 Business e-mail address RLLicensing@redlobster.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.

Norma Rivera
(Officer of Corporation/Member of LLC/Partner/Sole Proprietor)

6/13/2025
(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 _____

GENERAL NOTES:

A. ALL WORK TO BE PERFORMED BY GENERAL CONTRACTOR UNLESS NOTED OTHERWISE.

B. GENERAL CONTRACTOR TO VERIFY EXISTING CONDITIONS AND PROPOSED DIMENSIONS PRIOR TO CONSTRUCTION. NOTIFY ARCHITECT AND OWNER OF ANY DISCREPANCIES.

C. DO NOT SCALE THESE DRAWINGS.

D. ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH ALL APPLICABLE CODES, TRADE STANDARDS, AND MANUFACTURER'S SPECIFICATIONS.

E. ALL DIMENSIONS ARE TAKEN FROM FACE OF EXISTING CONSTRUCTION TO FACE OF NEW FINISHES. (ALLOW FOR WALL SUBSTRATE & FINISHES)

F. PROVIDE FIRE RETARDANT BLOCKING FOR ALL WALL MOUNTED ACCESSORIES AND DEVICES.

G. LUMBER IN CONTACT WITH CONCRETE OR MASONRY SHALL BE PRESSURE TREATED.

H. ALL NEW PARTITIONS ARE INTENDED TO ALIGN WITH COLUMN CENTER LINES, FURRED COLUMNS, EXISTING PARTITIONS OR WINDOW MULLIONS AS SHOWN OR UNLESS NOTED OTHERWISE.

I. THE CONTRACTOR SHALL COORDINATE ALL UNDERGROUND PIPING, MECHANICAL AND ELECTRICAL WORK.

J. DOOR JAMBS ARE 4" OFF NEAREST PERPENDICULAR WALL UNLESS NOTED OTHERWISE.

K. PROVIDE 1'-0" MINIMUM CLEARANCE FOR HANDICAP ACCESS FROM EDGE OF ALL DOORS ON "PUSH" SIDE TO THE ADJACENT FINISHED WALL AND 1'-6" MINIMUM CLEARANCE ON THE "PULL" SIDE.

L. ROOMS ARE DEFINED BY WALLS. FACES OF DOORS AND ROOM CHANGE INDICATORS.

M. USE WATER RESISTANT GYPSUM WALL BOARD BEHIND ALL LINE, WET AREAS, AND BEHIND ALL TILE. PROVIDE CEMENTITIOUS BACKER BOARD TO 5'-0" AFF AT ALL WALLS. (IF APPLICABLE)

N. CONTRACTOR SHALL RECESSED IN WALLS ALL EXPOSED CONDUIT WIRES AND J BOXES AT WALLS. COORDINATE WITH OWNER.

O. CONTRACTOR SHALL REMOVE EXISTING ROLL-DOWN SHADES. NEW VALANCES AND SHADES ARE PROVIDED AND INSTALLED BY OWNER.

P. ALL EXISTING WINDOW AND DOOR TRIM TO BE TOUCHED UP WITH ST-1 AS REQUIRED.

Q. NEW WINDOW AND DOOR TRIM TO BE STAINED WITH ST-1 (IF APPLICABLE).

R. REFER TO SEATING PLAN, SHEET A1.2, FOR LOCATIONS WHERE FINISHES ARE NOT REQUIRED BEHIND BOOTHS.

S. FOR NEW LOW WALL FINISHES, REFER TO SHEET A8.1 DRAWING.

T. ALL EXISTING DECORATIVE WOOD LOG POST TO BE TOUCHED UP WITH ST-1.

U. REPLACE ALL ELECTRICAL COVER PLATES TO MATCH ADJACENT FINISHES.

FINISH LEGEND

ALL REFURBISHING AND NEW FINISHES SHALL HAVE LOW VOLATILE ORGANIC COMPOUND CONTENT AS PER THE FINAL LEED CHECKLIST

- PT-1 BENJAMIN MOORE: BMF 1084 'CLAY', EGGSHELL ECOSPEC #374. G.C. SUBMIT TEXTURE SAMPLES TO DARDEN FOR REVIEW
- PT-2 BENJAMIN MOORE: BMF 1084 'LAZE SHORE TRAIL', EGGSHELL ECOSPEC #374. G.C. TO SUBMIT TEXTURE SAMPLES TO DARDEN FOR REVIEW.
- PT-3 BENJAMIN MOORE: BM #1002 'SPANISH BROWN', EGGSHELL ECOSPEC #374. G.C. TO SUBMIT TEXTURE SAMPLES TO DARDEN FOR REVIEW.
- PT-4 BENJAMIN MOORE: BMF 1680 'HUDSON BAY', EGGSHELL ECOSPEC #374. G.C. SUBMIT TEXTURE SAMPLES TO DARDEN FOR REVIEW.
- PT-5 BENJAMIN MOORE COLOR MATCH, FLAT FINISH.

NOTES-#8 (GALLON)		
CY	2x	29.7500
BT	2x	22.0000
MA	1x	9.2500
CY	2x	8.0000
WH	2x	6.0000

G.C. TO SUBMIT TEXTURE SAMPLES TO DARDEN FOR REVIEW.

- PT-6 BENJAMIN MOORE: BM # HC72, EGGSHELL ECO SPEC # 374. G.C. TO SUBMIT TEXTURE SAMPLES TO DARDEN FOR REVIEW.
- ST-1 SHERWIN WILLIAMS: 8703 LOBSTER MANUAL MAHOGANY RED. G.C. TO SUBMIT FINISHED PRODUCT SAMPLE FOR APPROVAL OF BOTH THE PANELING AND FINISH PRIOR TO PURCHASE AND INSTALLATION.
- VP-1 "V" GROOVE PATTERN BOARD BY MARLITE CORPORATION, AVAILABLE THRU PROGRESSIVE FLOORING.
- BB-1 WAINSCOT: 1/4" (4' x 8' PANELS) B-2 MAPLE WOOD SPL BEAD, WAINSCOT AND FINISH TO MATCH SAMPLE BOARD. CONTACT DARDEN FOR SAMPLE BOARD. G.C. TO SUBMIT FINISHED PRODUCT SAMPLE FOR APPROVAL OF BOTH THE PANELING AND FINISH PRIOR TO PURCHASE AND INSTALLATION.
- PB-1 NEW CARPET OR WOOD BASE, MATCH EXISTING.

FLOOR PLAN NOTES:

1. TOUCH UP AND STAIN ALL WOOD PANELING AND TRIM, TYPICAL ALL ROOMS.
2. ALL WALL SURFACES (USUALLY "VP-1" GROOVE PANELING) BETWEEN EXISTING WAINSCOT AND GREYBOARD TRIM TO BE PAINTED PT-1, UNLESS OTHERWISE NOTED. REFER TO DETAIL 2/ A1.3 & WALL FINISH LEGEND, TYP. ALL ROOMS.
3. EXISTING CARPET TO REMAIN, PATCH AND MATCH CARPET IF NECESSARY.
4. PROVIDE NEW PANELING OVER RELOCATED LOBSTER TANK, 1/4" MAHOGANY WOOD VENEER WITH STAINED CLAPBOARD. CONTACT OWNER FOR SAMPLE. REFER TO DETAIL 4/A8.3. (CONTRACTOR SHALL INSTALL OWNER PROVIDED LOBSTER TANK POLYCARBONATE BACK SPLASH AND VINYL AND SPLASH DEVICE AS REQUIRED).
5. EXISTING WINDOW AND FRAME TO REMAIN.
6. EXISTING CHAIRRAIL OR WAINSCOT PANEL TO BE REPLACED AFTER REMOVAL OF LIGHT FIXTURE. MATCH EXISTING FINISHES.
7. GENERAL CONTRACTOR TO REMOVE EXISTING COAT HOOKS RACK. REPLACE WITH (5) PRONG ANTIQUE BRONZE FINISH COAT HOOKS. PROVIDE SAMPLES FOR OWNER'S APPROVAL. REPAIR DAMAGED AREAS. MATCH EXISTING FINISHES.
8. REMOVE EXISTING WAITING BENCHES. SALVAGE PER OWNER'S DISCRETION.
9. REMOVE PLANK WALL AND LOG POSTS AS REQUIRED.
10. EXISTING CARPET/ TILE TRANSITION TO REMAIN.
11. EXISTING PAIR ENTRY DOOR TO REMAIN. RE-STAINED AS REQUIRED. REPLACE DOOR PULLS, PLATE AND OTHER HARDWARE FINS WITH OIL RUBBED BRONZE FINISH, FASTAG ELECTRONIC LOCKING SYSTEM TO REMAIN. (IF APPLICABLE).
12. NEW LOW WALL PARTITION, REFER TO DETAILS 6 AND 7/A8.3.
13. NEW LOW WALL PARTITION, REFER TO DETAIL B/A8.1.
14. REMOVE WOOD POST AND WOOD LIGHT ABOVE AS REQUIRED. GREYBOARD PANELING TO BE SALVAGED FOR RELOCATION. REPAIR DAMAGED WALL AREAS, MATCH EXISTING FINISHES.
15. NOT IN USE.
16. FOR RESTROOMS SCOPE OF WORK, REFER TO SHEET A9.1.
17. FILL-IN LOW WALL TO ACHIEVE REQUIRED BOOTH CLEARANCE. PROVIDE 2x WOOD FRAMING STUDS AT 16" O.C. & 1/2" PLYWOOD. MATCH EXISTING LOW WALL HEIGHT. BEADBOARD AND BASE BOARD AS REQUIRED. STAINED AND VARNISHED WITH ST-1.
18. REMOVE DECORATIVE WOOD POST AND WOOD BEAM ABOVE AS REQUIRED. REPAIR DAMAGED AREAS. MATCH EXISTING FINISHES.
19. NEW FINISH MATERIALS AT EXISTING ENTRANCE STRUCTURE, REFER TO SHEET A3.1.
20. EXISTING TILE FLOOR AND BASE TO REMAIN
21. EXISTING UPPER CABINET TO BE REMOVED AS REQUIRED. REPAIR DAMAGED AREAS. MATCH EXISTING FINISHES.
22. NEW BACK BAR MILLWORK. REFER TO SHEET A8.2.
23. EXISTING BAR COUNTER TOP TO REMAIN.
24. AFTER REMOVAL OF EXISTING DECORATIVE WINDOW AND FRAME, ENCLOSE PORTION OF WALL FOR NEW BACK BAR CABINET. REFER TO DETAILS AT SHEET A8.2.
25. EXISTING FOOTREST TO BE RE-STAINED AS REQUIRED.
26. REMOVE PORTION OF WALL AS REQUIRED. PROVIDE WOOD BLOCKING FOR NEW CANTILEVER BOOTH TABLE BASE. REPAIR DAMAGED AREAS. MATCH EXISTING FINISHES. COORDINATE WITH CONSTRUCTION PROJECT MANAGER.
27. REPLACE EXISTING HORIZONTAL GREY BOARD TRIMMING AT UPPER PORTION OF WALL WITH NEW 1x WOOD FIR. STAIN ALL SURFACES ST-1.
28. EXISTING SERVICE AREA TO REMAIN.
29. NEW LOW WALL. PROVIDE 2x4 WOOD STUDS AT 16" O.C. & ½" PLYWOOD. REFER TO DETAIL 9/A8.1.
30. EXISTING PASS-THRU DOOR AND FRAME TO REMAIN., TOUCH UP AND STAIN WITH ST-1.
31. REPLACE VESTIBULE DOORS AND HARDWARE. REFER TO SPECIFICATIONS AND SCHEDULE. SHEET A8.1.
32. EXISTING LOW WALL TO REMAIN, TOUCH UP AND STAINED WITH ST-1. EXISTING "VP-1" GROOVE PANELING ABOVE WAINSCOTING TO BE PAINTED PT-1.
33. EXISTING RAISED PLATFORM TO BE REMOVED. PROVIDE "D-SIGN-ENERGY" TILE. COORDINATE WORK WITH CONSTRUCTION PROJECT MANAGER. REPLACE EXISTING WAINSCOT AS REQUIRED. (MATCH EXISTING).
34. NO WORK TO BE PERFORM IN SERVICE AREAS.
35. INSTALL OWNER PROVIDED RECESSED SANITATION UNIT. COORDINATE WITH OWNER. REPAIR DAMAGED AREAS. MATCH EXISTING FINISHES.
36. LOCATION OF DIMMER PANEL. REFER TO ELECTRICAL DRAWINGS.
37. RELOCATE EXISTING FIRE EXTINGUISHER. REPAIR DAMAGED WALL AREAS MATCH EXISTING FINISHES. COORDINATE WITH OWNER FOR NEW LOCATION.
38. EXISTING TILE / QUARRY TILE TRANSITION.
39. REMOVE EXISTING SILVERWARE CABINET. SALVAGE PER OWNER'S DISCRETION.
40. NEW MILLWORK CABINET. COORDINATE WITH OWNER.
41. EXISTING BAR DIE FINISH TO REMAIN. TOUCH UP AND STAIN. MATCH EXISTING. PROVIDE TWO PRONGED ANTIQUE BRONZE PURSE HOOKS. CENTER OF NEW PURSE HOOK TO BE INSTALLED 3" BELOW COUNTER TOP EDGE. PLACE (2) HOOKS PER EVERY 2 BAR STOOLS. COORDINATE EXACT PLACEMENT AS REQUIRED WITH DARDEN'S CONSTRUCTION PROJECT MANAGER. CONTRACTOR TO PROVIDE BLACK PURSE HOOKS IF ANTIQUE BRONZE FINISH ARE NOT AVAILABLE.
42. EXISTING DECORATIVE LOW WALL TO BE ENCLOSED. REFER TO DETAILS 1 AND 2/ A8.1.
43. REMOVE OLD P.O.S. OUTLETS MICROPHONE, AND TELEPHONE JACKS AS REQUIRED, PATCH & DAMAGED WALL AREAS. MATCH EXISTING FINISHES.
44. EXISTING LOW WALL TO REMAIN. REPLACE EXISTING WOOD CAP. STAINED AND VARNISHED WITH ST-1.
45. PROVIDE 12x VERTICAL WOOD TRIM TRANSITION STRIP, STAIN ST-1.
46. REMOVE EXISTING WALL FINISHES FROM EXISTING WAINSCOT TO CROWN MOLDING. PROVIDE NEW BEADBOARD (BB-1). STAIN ALL SURFACES ST-1.
47. EXISTING RESTROOM DOOR 101 #8 REPLACED. REFER TO SHEET A9.1.
48. REMOVE LOW WALL AS REQUIRED. REPAIR DAMAGED WALL AND FLOOR AREAS. MATCH EXISTING FINISHES (IF APPLICABLE).
49. NEW DECORATIVE WOOD HR COLUMN UP TO EXISTING CEILING. REFER TO DETAIL 4/ A8.1.
50. EXISTING STAINLESS STEEL PANEL A1 WALL TO REMAIN. CLEAN ALL SURFACES AS REQUIRED.
51. EXISTING LOBSTER TANK TO BE SALVAGE FOR RELOCATION AT LOBBY AREA. REFER TO NOTE 4, FOR NEW LOCATION. EXISTING ELECTRICAL OUTLET TO BE CAP OFF AS REQUIRED.
52. EXISTING METAL DOOR AND FRAME TO BE PAINTED PT-6. USE ALKYD ENAMEL BASE PAINT.
53. PROVIDE WATERPROOFING MEMBRANE AROUND BOOTH BASES AND WALL. REFER TO DETAIL 10/ A8.1.
54. EXISTING TOILETRY CABINET TO REMAIN.
55. EXISTING DECORATIVE WOOD COLUMN TO BE PAINTED PT-1.
56. EXISTING WHITE FRP PANELS TO REMAIN, CLEAN ALL SURFACES AS REQUIRED.
57. REMOVE PORTION OF TILE FLOOR AREA AND PROVIDE "D-SIGN-ENERGY" TILE. COORDINATE WORK WITH CONSTRUCTION PROJECT MANAGER.
58. REMOVE EXISTING HOSTESS STAND AS REQUIRED, COORDINATE WITH OWNER.
59. EXISTING LOW WALL TO REMAIN, TOUCH UP AND STAIN WITH ST-1.
60. REMOVE WINE DISPLAY SHELVINGS. REPAIR DAMAGED AREAS, MATCH EXISTING FINISHES.
61. EXISTING TILE/ NEW "D SIGN ENERGY" TILE TRANSITION.
62. NEW ACCESSIBLITY BAR COUNTER TOP. PROVIDED AND INSTALLED BY GENERAL CONTRACTOR, REFER TO DETAILS 1, 2, AND 2/ A8.4.
63. REMOVE PORTION OF FOOTREST 48"-0" AS REQUIRED. REPAIR DAMAGED AREAS, MATCH EXISTING FINISHES.
64. EXISTING UPPER CABINET TO REMAIN, TOUCH UP AND STAIN AS REQUIRED.
65. REMOVE EXISTING DECORATIVE LAMP LIGHT FIXTURES AND ELECTRICAL CONNECTIONS AS REQUIRED.
66. EXISTING HORIZONTAL LAP SIDING TO REMAIN. PAINTED PT-2. REFER TO FINISH LEGEND THIS SHEET.
67. REMOVE ENTIRE WOOD BRIDGE STRUCTURE, LOG POST AND OTHER ASSOCIATED ITEMS. REPAIR DAMAGED AREAS. MATCH EXISTING FINISHES.
68. EXISTING "ELUSION" DOOR TO REMAIN. CLEAN ALL SURFACES AS REQUIRED.

CARPET SPECIFICATIONS

NOT USED

CARPET TILE: CUSTOM TUFTEX/NO. GLASS/ CARPET
PRODUCT#: 247731-043 (SAMPLE AS SUBMITTED)
STYLE - "PYRAMIDSCAPE, COLOR - "FLASH

PROVIDED AND INSTALLED BY OWNERS VENDOR.
CONTACT: JENNIFER KUNZ (414) 908-2277.

GENERAL CONTRACTOR'S NOTES:

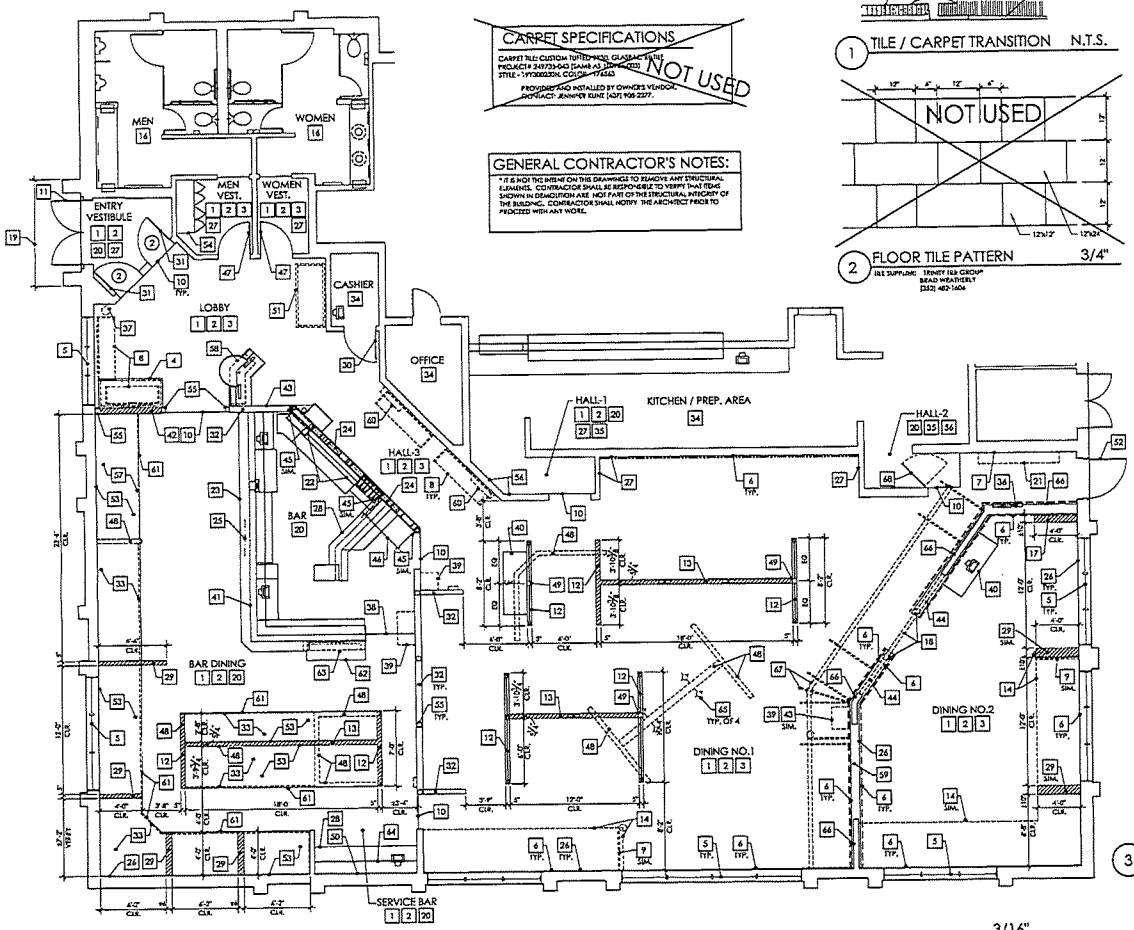
"IT IS NOT THE INTENT ON THIS DRAWINGS TO REMOVE ANY STRUCTURAL ELEMENTS. CONTRACTOR SHALL BE RESPONSIBLE TO VERIFY THAT ITEMS SHOWN IN DEMOLITION ARE NOT PART OF THE STRUCTURAL INTEGRITY OF THE BUILDING. CONTRACTOR SHALL NOTIFY THE ARCHITECT PRIOR TO PROCEED WITH ANY WORK.



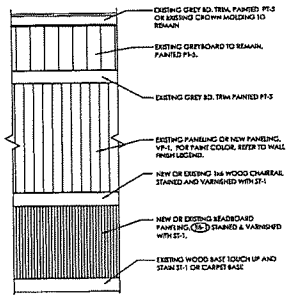
1 TILE / CARPET TRANSITION N.T.S.

2 FLOOR TILE PATTERN 3/4"

TILE SUPPLIER: TRINITY TILE GROUP
BRAD WEATHERLY
(262) 482-1606



FLOOR PLAN 3/16"



3 PARTIAL WALL ELEVATION N.T.S.

WALL FINISH LEGEND

- TOUCH UP AND STAIN ALL WOOD PANELING, BASE AND CHAIRRAIL ST-1. NEW "VP-1" GROOVE PANELING TO BE PAINTED PT-1. GREY BOARD AND TRIM ABOVE "VP-1" GROOVE PANELING TO BE PAINTED PT-5.
- TOUCH UP AND STAIN ALL WOOD PANELING, BASE AND CHAIRRAIL ST-1, "VP-1" GROOVE PANELING OR LAP SIDING TO BE PAINTED PT-2. GREY BOARD AND TRIM ABOVE "VP-1" GROOVE PANELING TO BE PAINTED PT-5.
- TOUCH UP AND STAIN ALL WOOD PANELING, BASE AND CHAIRRAIL ST-1, "VP-1" GROOVE PANELING TO BE PAINTED PT-4. GREY BOARD AND TRIM ABOVE "VP-1" GROOVE PANELING TO BE PAINTED PT-5.

THESE DRAWINGS AND SPECIFICATIONS ARE THE PROPERTY OF THE DESIGN PROFESSIONAL. AUTHORIZED COPIES OF THESE DRAWINGS AND SPECIFICATIONS SHALL NOT BE USED BY ANY PERSON OR ENTITY FOR ANY USE OR PURPOSE WHATSOEVER UNLESS THE SAME HAVE BEEN PREPARED, AND NOTICE FOR CONSTRUCTION OF AND OWNER HAS BEEN GIVEN WRITTEN PERMISSION FROM THE DESIGN PROFESSIONAL. ANY UNAUTHORIZED USE OF THESE DRAWINGS IS STRICTLY PROHIBITED.

hmdGROUP architects
ARCHITECTS PROJECT #: 12-0271

RED LOBSTER
FRESH FISH • LIVE LOBSTER

Issue Date: 11-12-2012

REVISION INFORMATION	
1	00-00-0000
2	
3	
4	
5	
6	
7	
8	

Restaurant #: 0377

H
BLDG. TYPE

4502 East Towne Blvd.

Madison, WI

Drawing
Floor Plan

A1.1

GENERAL NOTES:

A. ALL WORK TO BE PERFORMED BY GENERAL CONTRACTOR UNLESS NOTED OTHERWISE.

B. GENERAL CONTRACTOR TO VERIFY EXISTING CONDITIONS AND PROPOSED DIMENSIONS PRIOR TO CONSTRUCTION. NOTIFY ARCHITECT AND OWNER OF ANY DISCREPANCIES.

C. DO NOT SCALE THESE DRAWINGS.

D. ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH ALL APPLICABLE CODES, TRADE STANDARDS, AND MANUFACTURER'S SPECIFICATIONS.

E. ALL DIMENSIONS ARE TAKEN FROM FACE OF EXISTING CONSTRUCTION TO FACE OF NEW FINISHES. [ALLOW FOR WALL SUBSTRATE & FINISHES]

F. PROVIDE FIRE RETARDANT BLOCKING FOR ALL WALL MOUNTED ACCESSORIES AND DEVICES.

G. LUMBER IN CONTACT WITH CONCRETE OR MASONRY SHALL BE PRESSURE TREATED

H. ALL NEW FULL HEIGHT AND LOW WALL PARTITIONS ARE INTENDED TO ALIGN WITH COLUMN CENTER LINES, TURNED COLUMNS, EXISTING PARTITIONS OR WINDOW MULLIONS AS SHOWN OR UNLESS NOTED OTHERWISE.

I. THE CONTRACTOR SHALL COORDINATE ALL UNDERGROUND PIPING, MECHANICAL AND ELECTRICAL WORK.

J. DOOR JAMBS ARE 6" OFF NEAREST PERPENDICULAR WALL UNLESS NOTED OTHERWISE.

K. PROVIDE 1'-0" MINIMUM CLEARANCE FOR HANDICAP ACCESS FROM EDGE OF ALL DOORS ON "PUSH" SIDE TO THE ADJACENT FINISHED WALL AND 1'-4" MINIMUM CLEARANCE ON THE "PULL" SIDE.

L. ROOMS ARE DEFINED BY WALLS, FACES OF DOORS AND ROOM CHANGE INDICATORS.

M. USE WATER RESISTANT GYPSUM WALL BOARD BEHIND ALL SINKS, WET AREAS, AND BEHIND ALL TILE. PROVIDE CEMENTITIOUS BACKER BOARD TO 1'-0" A.F.F. AT ALL WALLS. [IF APPLICABLE]

N. CONTRACTOR SHALL RECESSED 'N' WALLS ALL EXPOSED CONDUIT WIRES AND J BOXES AT WALLS. COORDINATE WITH OWNER.

O. CONTRACTOR SHALL REMOVE EXISTING ROLL-DOWN SHADES. NEW VALANCES AND SHADES ARE PROVIDED AND INSTALLED BY OWNER.

P. ALL EXISTING WINDOW AND DOOR TRIM TO BE TOUCHED UP WITH ST-1 AS REQUIRED.

Q. NEW WINDOW AND DOOR TRIM TO BE STAINED WITH ST-1 [IF APPLICABLE]

R. REFER TO SEATING PLAN, SHEET A1.2, FOR LOCATIONS WHERE FINISHES ARE NOT REQUIRED BEHIND BOOTHS.

S. FOR NEW LOW WALL FINISHES, REFER TO SHEET A8.1 DRAWING.

T. ALL EXISTING DECORATIVE WOOD LOG POST TO BE TOUCHED UP WITH ST-1.

U. REPLACE ALL ELECTRICAL COVER PLATES TO MATCH ADJACENT FINISHES.

FINISH LEGEND

ALL STRUCTURING AND NEW FINISHES SHALL MEET LOCAL CODES, ORDINANCES AND THE FINAL CODE

PT-1 BENJAMIN MOORE; BHR 1034 CLAY, EGGSHELL ECOSPEC #374. G.C. SUBMIT TEXTURE SAMPLES TO DARDEN FOR REVIEW.

PT-2 BENJAMIN MOORE; BHR 1066 LAKE SHORE TRAIL, EGGSHELL ECOSPEC #374. GC TO SUBMIT TEXTURE SAMPLES TO DARDEN FOR REVIEW.

PT-3 BENJAMIN MOORE; BM #1028 SPANISH BROWN, EGGSHELL ECOSPEC #374. GC TO SUBMIT TEXTURE SAMPLES TO DARDEN FOR REVIEW.

PT-4 BENJAMIN MOORE; BHR 1680 HUDSON BAY, EGGSHELL ECOSPEC #374. G.C. SUBMIT TEXTURE SAMPLES TO DARDEN FOR REVIEW.

PT-5 BENJAMIN MOORE COLOR MATCH, FLAT FINISH.

MIX'S-69 (GALLON)		
GT	3A	29.7500
BE	3N	22.0000
MA	1x	9.2500
GT	0x	8.0000
WH	0x	6.0000

G.C. TO SUBMIT TEXTURE SAMPLES TO DARDEN FOR REVIEW.

PT-6 BENJAMIN MOORE; BM # HC72, EGGSHELL ECO SPEC # 374. G.C. TO SUBMIT TEXTURE SAMPLES TO DARDEN FOR REVIEW.

ST-1 SHERWIN WILLIAMS; RED LOBSTER MARSH MAHOGANY RED O.C. TO SUBMIT FINISHED PRODUCT SAMPLE FOR APPROVAL OF BOTH THE PANELING AND FINISH PRIOR TO PURCHASE AND INSTALLATION.

VP-1 "V" GROOVE PATTERN BOARD BY MAPLITE CORPORATION, AVAILABLE THRU PROGRESSIVE FLOORING.

BB-1 WAINSCOT: 1/4" 4' x 8' PANELS | 8-0 MAPLE WHITE SPL BEAD. WAINSCOT AND FINISH TO MATCH SAMPLE BOARD. CONTACT DARDEN FOR SAMPLE BOARD. G.C. TO SUBMIT FINISHED PRODUCT SAMPLE FOR APPROVAL OF BOTH THE PANELING AND FINISH PRIOR TO PURCHASE AND INSTALLATION.

PB-1 NEW CARPET OR WOOD BASE, MATCH EXISTING.

FLOOR PLAN NOTES:

L. TOUCH UP AND STAIN ALL WOOD PANELING AND TRIM, TYPICAL ALL ROOMS.

2. ALL WALL SURFACES (USUALLY "VP-1" GROOVE PANELING) BETWEEN EXISTING WAINSCOT AND GREYBOARD TRIM TO BE PAINTED PT-1, UNLESS OTHERWISE NOTED. REFER TO DETAIL 3/ A1.3 & WALL FINISH LEGEND. TYP. ALL ROOMS.

3. EXISTING CARPET TO REMAIN, PATCH AND MATCH CARPET IF NECESSARY.

4. PROVIDE NEW PANELING ON RELOCATED LOBSTER TANK. 1/4" MAHOGANY WOOD VENEER WITH STAINED CLAPBOARD. CONTACT OWNER FOR SAMPLE. REFER TO DETAIL 4/A8.3. (CONTRACTOR SHALL INSTALL OWNER PROVIDED LOBSTER TANK POLYCARBONATE BACK SPLASH AND VINYL AND SPLASH DEVICE AS REQUIRED).

5. EXISTING WINDOW AND FRAME TO REMAIN.

6. EXISTING CHAIRRAIL OR WAINSCOT PANEL TO BE REPLACED AFTER REMOVAL OF LIGHT FIXTURE, MATCH EXISTING FINISHES.

7. GENERAL CONTRACTOR TO REMOVE EXISTING COAT HOOKS RACK, REPLACE WITH (5) PRONG ANTIQUE BRONZE FINISH COAT HOOKS, PROVIDE SAMPLES FOR OWNER'S APPROVAL. REPAIR DAMAGED AREAS, MATCH EXISTING FINISHES.

8. REMOVE EXISTING WAITING BENCHES, SALVAGE PER OWNER'S DISCRETION.

9. REMOVE PLANK WALL AND LOG POSTS AS REQUIRED.

10. EXISTING CARPET TILE TRANSITION TO REMAIN.

11. EXISTING PAIR ENTRY DOOR TO REMAIN, RE-STAINED AS REQUIRED. REPLACE DOOR PULLS, PLATE AND OTHER HARDWARE ITEMS WITH OIL RUBBED BRONZE FINISH. EXISTING ELECTRONIC LOCKING SYSTEM TO REMAIN. (IF APPLICABLE).

12. NEW LOW WALL PARTITION, REFER TO DETAILS 6 AND 7/A8.1.

13. NEW LOW WALL TRANSITION, REFER TO DETAIL 8/A8.1.

14. REMOVE WOOD POST AND WOOD SOFFIT ABOVE AS REQUIRED, GREYBOARD PANELING TO BE SALVAGED FOR RELOCATION. REPAIR DAMAGED WALL AREAS, MATCH EXISTING FINISHES.

15. NOTE -NOT USED.

16. FOR RESTROOMS SCOPE OF WORK, REFER TO SHEET A9.1.

17. FILL-IN LOW WALL TO ACHIEVE REQUIRED BOOTH CLEARANCE, PROVIDE 2x WOOD FRAMING STUDS AT 16" O.C. & 1/2" PLYWOOD, MATCH EXISTING LOW WALL HEIGHT, BEADBOARD AND BASE BOARD AS REQUIRED, STAINED AND VARNISHED WITH ST-1.

18. REMOVE DECORATIVE WOOD POST AND WOOD BEAM ABOVE AS REQUIRED. REPAIR DAMAGED AREAS, MATCH EXISTING FINISHES.

19. NEW KNEE WALL AT EXISTING ENTRANCE STRUCTURE, REFER TO SHEET A3.1.

20. EXISTING TILE FLOOR AND BASE TO REMAIN.

21. EXISTING UPPER CABINET TO BE REMOVED AS REQUIRED. REPAIR DAMAGED AREAS, MATCH EXISTING FINISHES.

22. NEW BACK BAR MILLWORK, REFER TO SHEET A8.2.

23. EXISTING BAR COUNTER TOP TO REMAIN.

24. AFTER REMOVAL OF EXISTING DECORATIVE WINDOW AND FRAME, ENCLOSE PORTION OF WALL FOR NEW BACK BAR CABINET, REFER TO DETAILS AT SHEET A8.2

25. EXISTING FOOTREST TO BE RE-STAINED AS REQUIRED.

26. REMOVE PORTION OF WALL AS REQUIRED, PROVIDE WOOD BLOCKING FOR NEW CANTILEVER BOOTH TABLE BASE, REPAIR DAMAGED AREAS, MATCH EXISTING FINISHES. COORDINATE WITH CONSTRUCTION PROJECT MANAGER.

27. REPLACE EXISTING HORIZONTAL GREY BOARD TRIMMING AT UPPER PORTION OF WALL WITH NEW 1x WOOD TRIM, STAIN ALL SURFACES ST-1.

28. EXISTING SERVICE AREA TO REMAIN.

29. NEW LOW WALL, PROVIDE 2x4 WOOD STUDS AT 16" O.C. & ¾" PLYWOOD. REFER TO DETAIL 9/A8.1.

30. EXISTING PASS-THRU DOOR AND FRAME TO REMAIN, TOUCH UP AND STAIN WITH ST-1.

31. REPLACE VESTIBULE DOORS AND HARDWARE, REFER TO SPECIFICATIONS AND SCHEDULE, SHEET A8.1.

32. EXISTING LOW WALL TO REMAIN, TOUCH UP AND STAINED WITH ST-1, EXISTING "VP-1" GROOVE PANELING ABOVE WAINSCOTING TO BE PAINTED PT-1.

33. EXISTING RAISED PLATFORM TO BE REMOVED, PROVIDE "DESIGN ENERGY" TILE, COORDINATE WORK WITH CONSTRUCTION PROJECT MANAGER, REPLACE EXISTING WAINSCOT AS REQUIRED. (MATCH EXISTING).

34. NO WORK TO BE PERFORM IN SERVICE AREAS.

35. INSTALL OWNER PROVIDED RECESSED SANITATION UNIT, COORDINATE WITH OWNER, REPAIR DAMAGED AREAS, MATCH EXISTING FINISHES.

36. LOCATION OF DIMMER PANEL, REFER TO ELECTRICAL DRAWINGS.

37. RELOCATE EXISTING FIRE EXTINGUISHER, REPAIR DAMAGED WALL AREAS MATCH EXISTING FINISHES, COORDINATE WITH OWNER FOR NEW LOCATION.

38. EXISTING TILE / QUARRY TILE TRANSITION.

39. REMOVE EXISTING SILVERWARE CABINET, SALVAGE PER OWNER'S DISCRETION.

40. NEW MILLWORK CABINET, COORDINATE WITH OWNER.

41. EXISTING BAR DIE FINISH TO REMAIN, TOUCH UP AND STAIN, MATCH EXISTING. PROVIDE TWO PRONGED ANTIQUE BRONZE PURSE HOOKS, CENTER OF NEW PURSE HOOK TO BE INSTALLED 3" BELOW COUNTER TOP EDGE, PLACE (2) HOOKS PER EVERY 2 BAR STOOLS. COORDINATE EXACT PLACEMENT AS REQUIRED WITH DARDEN'S CONSTRUCTION PROJECT MANAGER. CONTRACTOR TO PROVIDE BLACK PURSE HOOKS IF ANTIQUE BRONZE FINISH ARE NOT AVAILABLE.

42. EXISTING DECORATIVE LOW WALL TO BE ENCLOSED, REFER TO DETAILS 1 AND 2/ A8.1.

43. REMOVE OLD P.O.S. OUTLET, MICROPHONE, AND TELEPHONE JACKS AS REQUIRED, REPAIR DAMAGED WALL AREAS, MATCH EXISTING FINISHES.

44. EXISTING LOW WALL TO REMAIN, REPLACE EXISTING WOOD CAP, STAINED AND VARNISHED WITH ST-1.

45. PROVIDE 1X6 VERTICAL WOOD TRIM TRANSITION STRIP, STAIN ST-1.

46. REMOVE EXISTING WALL FINISHES FROM EXISTING WAINSCOT TO CROWN MOLDING. PROVIDE NEW BEADBOARD (BB-1). STAIN ALL SURFACES ST-1.

47. EXISTING RESTROOM DOOR TO BE REPLACED. REFER TO SHEET A9.1.

48. REMOVE LOW WALL AS REQUIRED, REPAIR DAMAGED WALL AND FLOOR AREAS, MATCH EXISTING FINISHES (IF APPLICABLE).

49. NEW DECORATIVE WOOD FIN COLUMN UP TO EXISTING CEILING, REFER TO DETAIL 4/ A8.1.

50. EXISTING STAINLESS STEEL PANEL AT WALL TO REMAIN, CLEAN ALL SURFACES AS REQUIRED.

51. EXISTING LOBSTER TANK TO BE SALVAGE FOR RELOCATION AT LOBBY AREA, REFER TO NOTE 4, FOR NEW LOCATION. EXISTING ELECTRICAL OUTLET TO BE CAP OFF AS REQUIRED.

52. EXISTING METAL DOOR AND FRAME TO BE PAINTED PT-6, USE ALKYD ENAMEL BASE PAINT.

53. PROVIDE WATERPROOFING MEMBRANE AROUND BOOTH BASES AND WALL, REFER TO DETAIL 10/ A8.1.

54. EXISTING HOSTESS CABINET TO REMAIN.

55. EXISTING DECORATIVE WOOD COLUMN TO BE PAINTED PT-1.

56. EXISTING WHITE FRP PANELS TO REMAIN, CLEAN ALL SURFACES AS REQUIRED.

57. REMOVE PORTION OF TILE FLOOR AREA AND PROVIDE "DESIGN ENERGY" TILE, COORDINATE WORK WITH CONSTRUCTION PROJECT MANAGER.

58. REMOVE EXISTING HOSTESS STAND AS REQUIRED, COORDINATE WITH OWNER.

59. EXISTING LOW WALL TO REMAIN, TOUCH UP AND STAIN WITH ST-1.

60. REMOVE WINE DISPLAY SHELVINGS, REPAIR DAMAGED AREAS, MATCH EXISTING FINISHES.

61. EXISTING TILE/ NEW "D SIGN ENERGY" TILE TRANSITION.

62. NEW ACCESSIBILITY BAR COUNTER TOP, PROVIDED AND INSTALLED BY GENERAL CONTRACTOR. REFER TO DETAILS 1, 2, AND 3/ A8.4.

63. REMOVE PORTION OF FOOTREST +5'-0" AS REQUIRED, REPAIR DAMAGED AREAS. MATCH EXISTING FINISHES.

64. EXISTING UPPER CABINET TO REMAIN, TOUCH UP AND STAIN AS REQUIRED.

65. REMOVE EXISTING DECORATIVE LAMP LIGHT FIXTURES AND ELECTRICAL CONNECTIONS AS REQUIRED.

66. EXISTING HORIZONTAL LAP SIDING TO REMAIN, PAINTED PT-2, REFER TO FINISH LEGEND THIS SHEET.

67. REMOVE ENTIRE WOOD BRIDGE STRUCTURE, LOG POST AND OTHER ASSOCIATED ITEMS, REPAIR DAMAGED AREAS. MATCH EXISTING FINISHES.

68. EXISTING "EJUSION" DOOR TO REMAIN, CLEAN ALL SURFACES AS REQUIRED.

CARPET SPECIFICATIONS

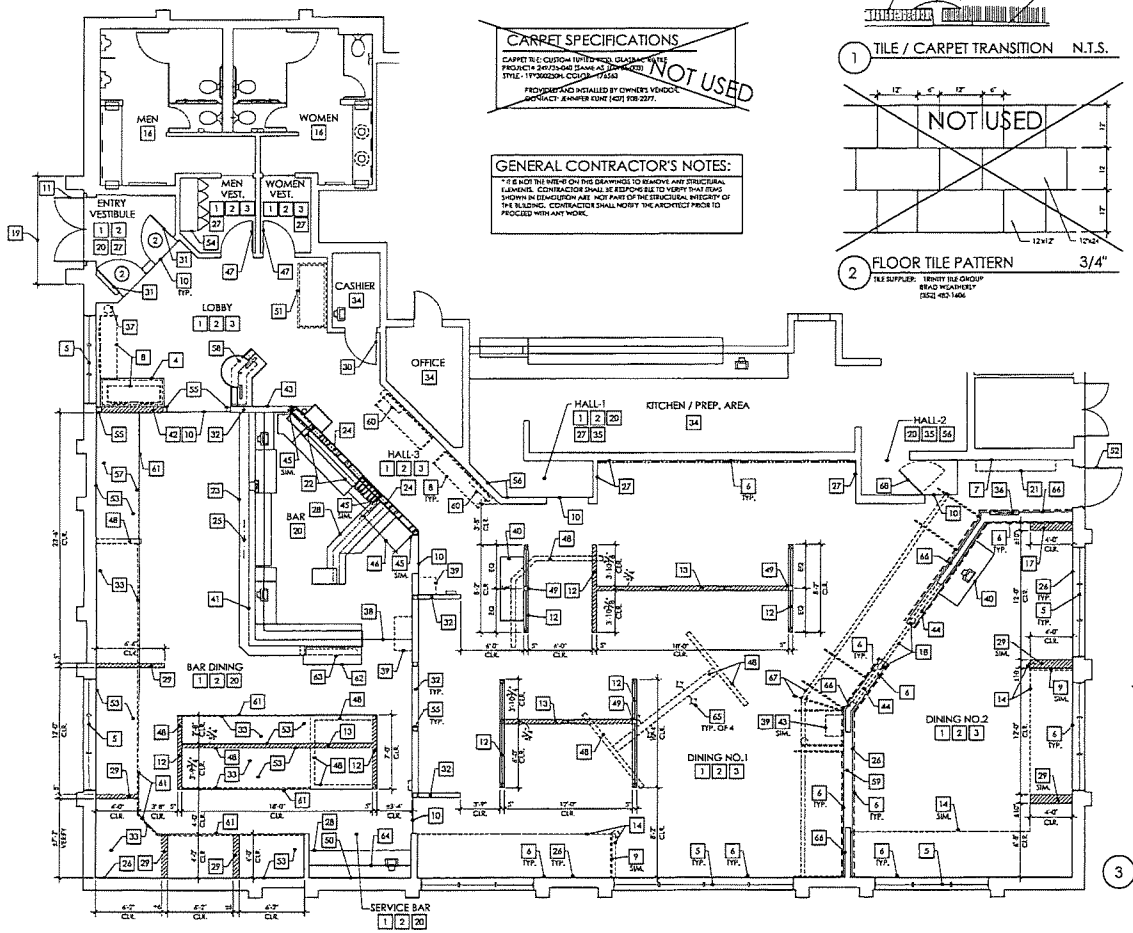
NOT USED

CARPET TILE: CUSTOM TUFTED WOOL GLASBAU BARBE
PROJECT #: 249/25-040 [SAME AS 249/25-039]
STYLE - 1193002004, COLOR - 175163

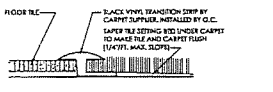
PROVIDED AND INSTALLED BY OWNER'S VENDOR
CONTACT: JENNIFER KUNZ (401) 908-2277.

GENERAL CONTRACTOR'S NOTES:

* IT IS NOT THE INTENT ON THIS DRAWINGS TO REMOVE ANY STRUCTURAL ELEMENTS. CONTRACTOR SHALL BE RESPONSIBLE TO VERIFY THAT ITEMS SHOWN IN DEMOLITION ARE NOT PART OF THE STRUCTURAL INTEGRITY OF THE BUILDING. CONTRACTOR SHALL NOTIFY THE ARCHITECT PRIOR TO PROCEED WITH ANY WORK.



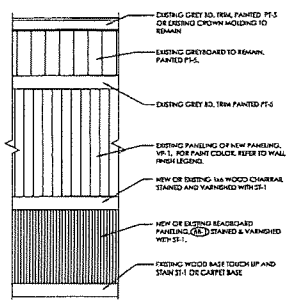
FLOOR PLAN 3/16"



1 TILE / CARPET TRANSITION N.T.S.

2 FLOOR TILE PATTERN 3/4"

TILE SUPPLIER: TRINITY TILE GROUP
BRAD WEATHERLY
(352) 483-1606



3 PARTIAL WALL ELEVATION N.T.S.

WALL FINISH LEGEND

TOUCH UP AND STAIN ALL WOOD PANELING, BASE AND CHAIRRAIL ST-1. NEW "VP-1" GROOVE PANELING TO BE PAINTED PT-1. GREY BOARD AND TRIM ABOVE "VP-1" GROOVE PANELING TO BE PAINTED PT-5.

TOUCH UP AND STAIN ALL WOOD PANELING, BASE AND CHAIRRAIL ST-1, "VP-1" GROOVE PANELING OR LAP SIDING TO BE PAINTED PT-2. GREY BOARD AND TRIM ABOVE "VP-1" GROOVE PANELING TO BE PAINTED PT-5.

TOUCH UP AND STAIN ALL WOOD PANELING, BASE AND CHAIRRAIL ST-1, "VP-1" GROOVE PANELING TO BE PAINTED PT-4. GREY BOARD AND TRIM ABOVE "VP-1" GROOVE PANELING TO BE PAINTED PT-5.

ALL DRAWINGS AND SPECIFICATIONS REMAIN THE PROPERTY OF THE DESIGN PROFESSIONAL. AUTHORIZED COPIES OF THESE DRAWINGS AND SPECIFICATIONS REMAINED IS TO BE USED ONLY FOR THE USE AND FOR EXECUTION OF THE PROJECT FOR WHICH THEY WERE PREPARED, AND IN ADDITION THE CONSTRUCTION OF ANY ADDITIONAL PROJECTS. UNAUTHORIZED USE OF THESE DRAWINGS IS STRICTLY PROHIBITED.

hmd GROUP architects
10356 n. ambassador drive, suite 610 kansas city, mo 64153 816 741 1111
www.hmdgroup.com
ARCHITECTS PROJECT #: 12-0271

RED LOBSTER SEAFOOD & LIVE LOBSTER

Issue Date: 11-12-2012

REVISION INFORMATION	
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8	

Restaurant #: 0377

H
BLDG. TYPE

4502 East Towne Blvd.

Madison, WI

Drawing
Floor Plan

A1.1



Crab Queso Platter

$68.99 | 4480 Calories

Order Now



Game Day Bundle

$48.99 | 1250 - 4740 Calories

Order Now



Parrot Isle Jumbo Coconut Shrimp Platter

$35.99 | 2870 Calories

Order Now



Walt's Favorite Shrimp Platter

$29.99 | 1250 Calories

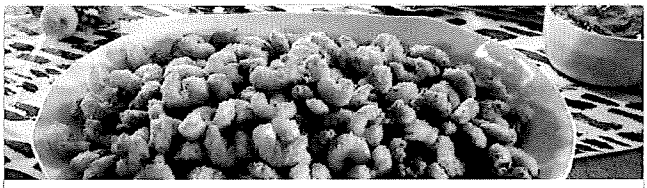
Order Now



Crispy Chicken Tenders Platter

$26.99 | 4740 Calories

Order Now



Crunchy Popcorn Shrimp Platter

$33.99 | 2500 Calories

Order Now



Mozzarella Sticks Platter

$23.99 | 2220 Calories

Order Now

Nutritional content includes fixed sides, condiments and dipping sauces but not side choices, which are listed separately.

A 2,000 calorie-per-day diet is used for general nutritional advice, but calorie needs vary.

***MAY BE COOKED TO ORDER. CONTAINS (OR MAY CONTAIN) RAW OR UNDERCOOKED INGREDIENTS. CONSUMING RAW OR UNDERCOOKED MEATS, POULTRY, SEAFOOD, SHELLFISH OR EGGS MAY INCREASE YOUR RISK OF FOODBORNE ILLNESS, ESPECIALLY IF YOU HAVE CERTAIN MEDICAL CONDITIONS.*

Due to supply disruptions, item availability and recipes may vary. Thank you for understanding.

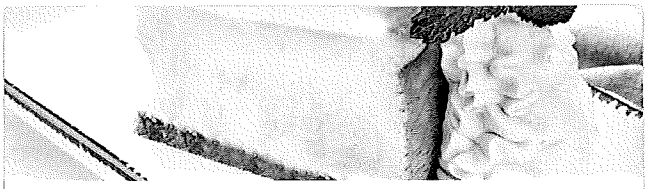
Before placing your order, please see our allergen guide if a member of your party has a food allergy.



Chocolate Wave

$8.99 | 1110 Calories

Order Now



Classic Cheesecake

$9.99 | 1080 Calories

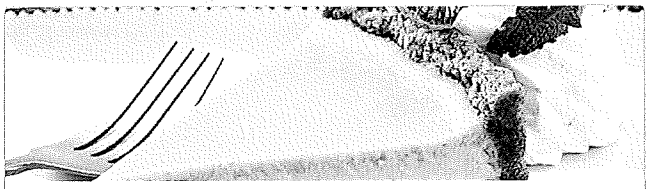
Order Now



Strawberry Cheesecake Bliss

$10.99 | 1170 Calories

Order Now



Key Lime Pie

$8.99 | 580 Calories

Order Now



Brownie Overboard®

$9.99 | 1020 Calories

Order Now



Whole Desserts

4160 - 13020 Calories

Order Now

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LET'S BE FRIENDS

CANADA - ENGLISH

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Terms & Conditions
Accessibility
Privacy Notice (Updated February 9, 2024) / Your California Privacy Rights

Report a website accessibility issue:



Half Dozen Cheddar Bay Biscuits®

$4.49 | 970 Calories

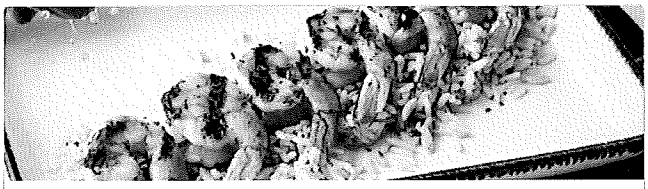
Order Now



One Dozen Cheddar Bay Biscuits®

$6.99 | 1940 Calories

Order Now



Grilled Shrimp

$8.99 | 250 Calories

Order Now



Classic Maine Lobster Tail

$19.99 | 420 Calories

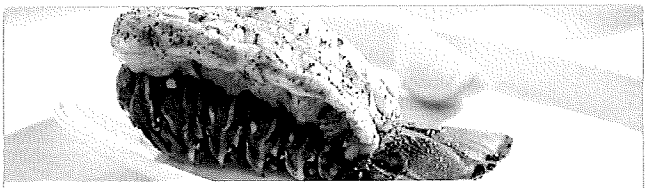
Order Now



Grilled Maine Lobster Tail

$19.99 | 420 Calories

Order Now



Rock Lobster Tail

$24.49 | 480 Calories

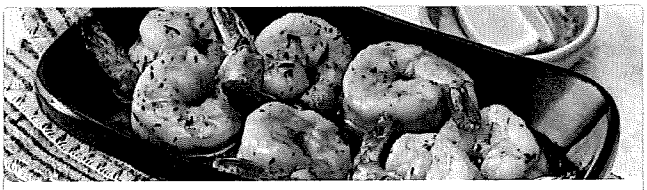
Order Now



Walt's Favorite Shrimp

$8.99 | 260 Calories

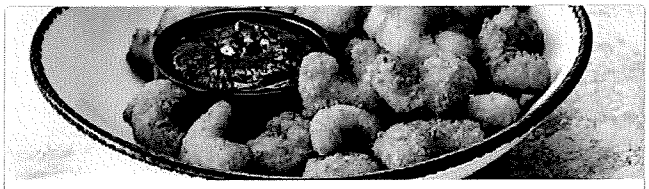
Order Now



Garlic Shrimp Scampi

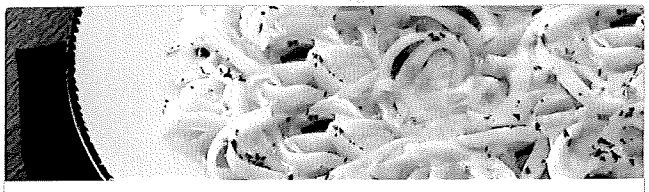
$8.99 | 220 Calories

Order Now



Popcorn Shrimp

$8.99 | 430 Calories



Garlic Linguini Alfredo

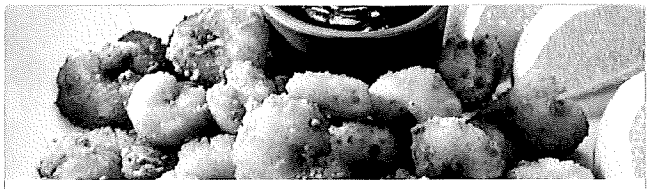
$6.49 | 540 Calories



Grilled Shrimp

$7.99 | 80 Calories

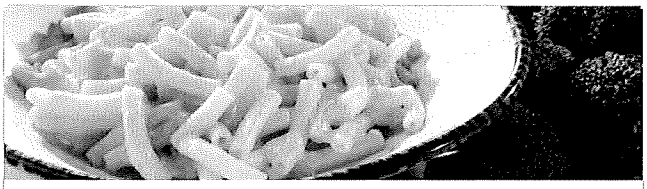
Order Now



Popcorn Shrimp

$7.99 | 430 Calories

Order Now



Macaroni & Cheese

$6.99 | 270 Calories

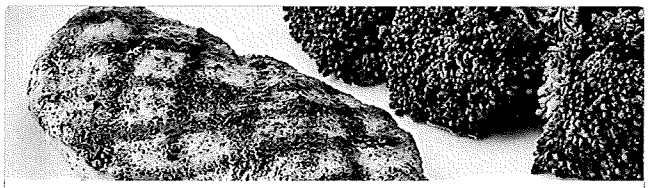
Order Now



Crispy Chicken Tenders

$7.99 | 690 Calories

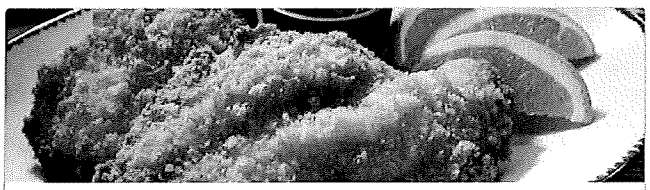
Order Now



Grilled Chicken

$7.99 | 170 Calories

Order Now



Golden-Fried Fish

$8.49 | 530 Calories

Order Now

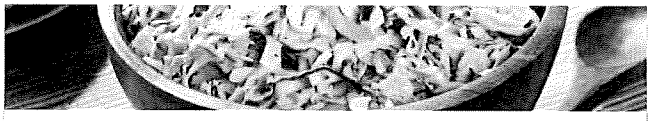
Nutritional content includes fixed sides, condiments and dipping sauces but not side choices, which are listed separately.

A 2,000 calorie-per-day diet is used for general nutritional advice, but calorie needs vary.

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Family Coleslaw (Serves 4)

$12.49 | 440 Calories

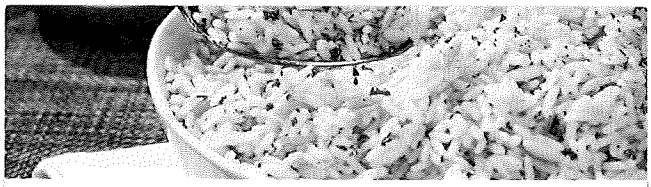
Order Now



Family Chesapeake Fries (Serves 4)

$12.49 | 2040 Calories

Order Now



Family Rice (Serves 4)

$12.49 | 1240 Calories

Order Now



Family Broccoli (Serves 4)

$12.49 | 760 Calories

Order Now

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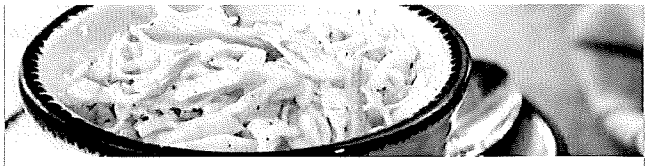
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Chesapeake Fries

$3.99 | 510 Calories

Order Now



Coleslaw

$3.99 | 110 Calories

Order Now



Caesar Side Salad

$4.49 | 360 Calories

Order Now



House Side Salad

$4.49 | 160 Calories

Order Now



Half Dozen Cheddar Bay Biscuits®

$4.49 | 970 Calories

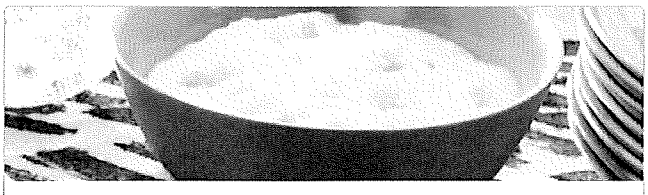
Order Now



One Dozen Cheddar Bay Biscuits®

$6.99 | 1940 Calories

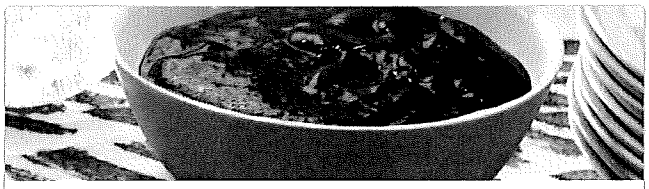
Order Now



Pina Colada Sauce (8 Oz)

$3.99 | 450 Calories

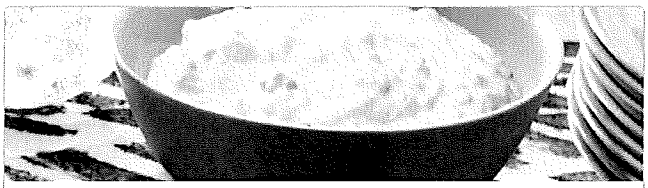
Order Now



Cocktail Sauce (8 Oz)

$2.99 | 220 Calories

Order Now



Tartar Sauce (8 Oz)

$2.99 | 1210 Calories

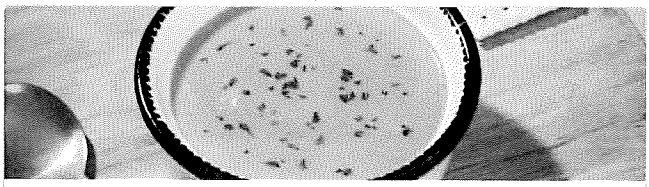
Order Now



Family House Salad (Serves 4)

$15.99 | 640 Calories

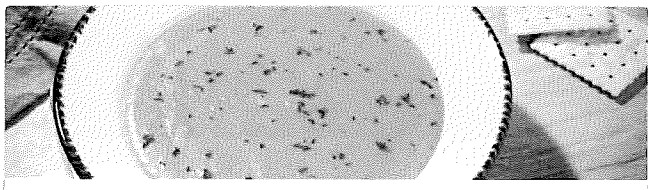
Order Now



Lobster Bisque - Cup

$6.99 | 310 Calories

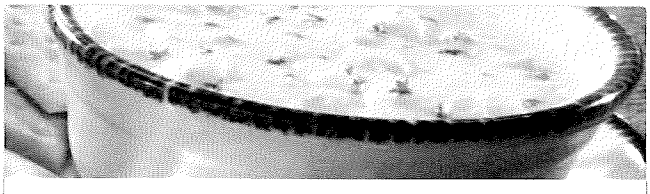
Order Now



Lobster Bisque - Bowl

$8.99 | 630 Calories

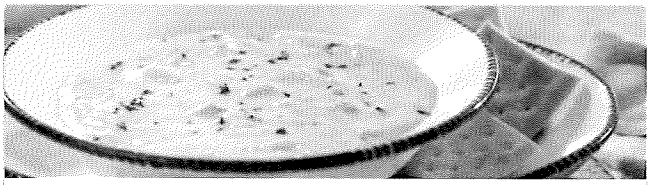
Order Now



New! New England Clam Chowder - Cup

$6.99 | 250 Calories

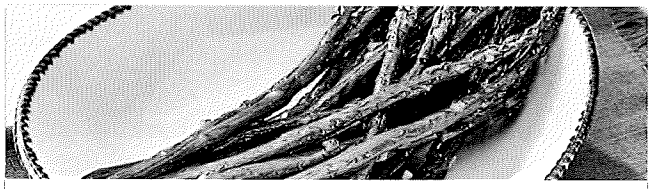
Order Now



New! New England Clam Chowder - Bowl

$8.99 | 510 Calories

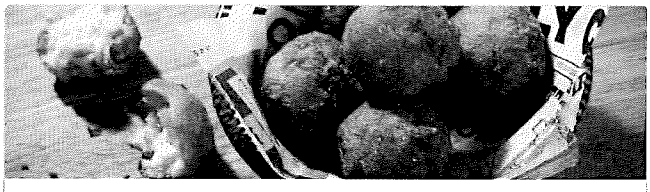
Order Now



Roasted Asparagus

$5.99 | 100 Calories

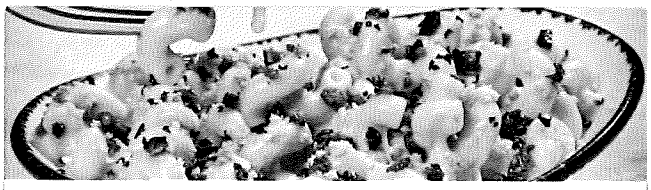
Order Now



Hush Puppies

$3.99 | 420 Calories

Order Now



Bacon Mac & Cheese

$6.49 | 600 Calories

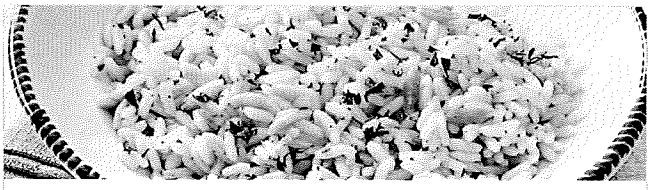
Order Now



Seasoned Broccoli

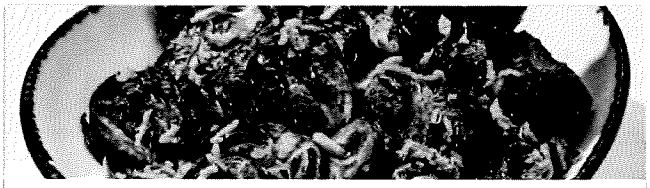
$3.99 | 190 Calories

Order Now



Orzo Rice

$3.99 | 310 Calories



Crispy Brussels Sprouts

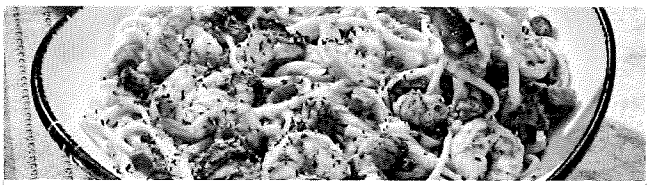
$5.49 | 380 Calories



New! Crab Carbonara

$22.99 | 1730 Calories

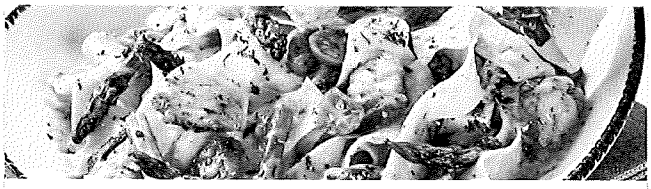
Order Now



New! Lobster & Shrimp Linguini

$24.99 | 1100 Calories

Order Now



Lobster Pappardelle Pasta

$31.99 | 1090 Calories

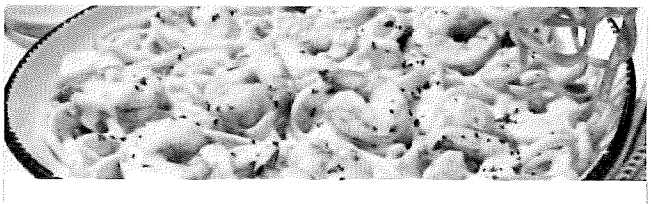
Order Now



Bar Harbor Lobster Bake

$37.99 | 1020 Calories

Order Now



Shrimp Linguini Alfredo

$20.49 | 1010 Calories

Order Now



Cajun Chicken Linguini Alfredo

$18.49 | 1190 Calories

Order Now

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Parmesan-Crusted Chicken

$18.49 | 650 Calories

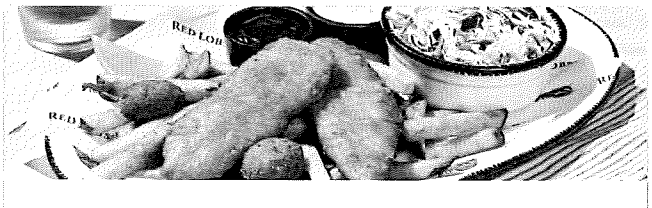
Order Now



Crab Your Way

910 - 1470 Calories

Order Now



Fish & Chips Friday

$15.99 | 1660 Calories

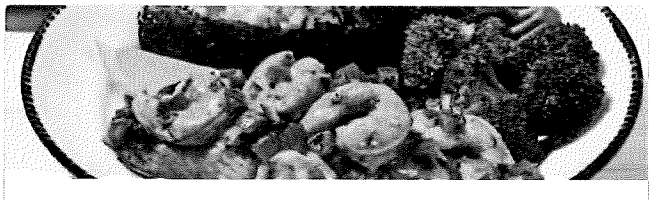
Order Now



Atlantic Salmon**

$23.49 | 460 - 510 Calories

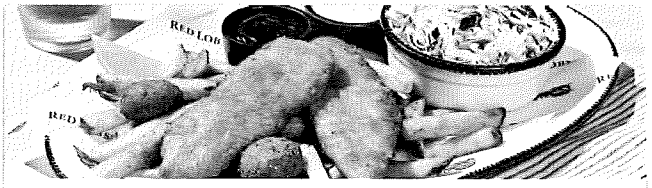
Order Now



Today's Catch - Salmon New Orleans**

$27.99 | 1160 Calories

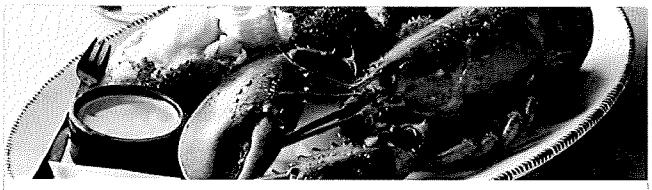
Order Now



Fish And Chips

$18.99 | 1660 Calories

Order Now



Live Maine Lobster (1.25 Lb.)

$36.49 | 440 Calories

Order Now



7 Oz. Sirloin**

$19.49 | 320 Calories

Order Now



6 Oz. Filet Mignon**

$28.49 | 260 Calories



Wild-Caught Crunch-Fried Flounder

$18.49 | 1170 Calories



Popcorn Shrimp

$10.99 | 430 Calories

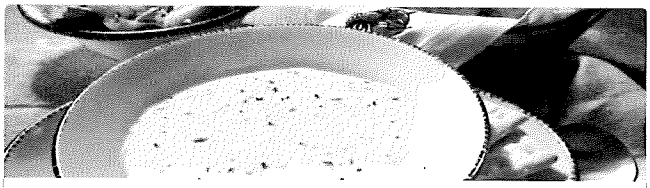
Order Now



Wild-Caught Crunch-Fried Flounder

$15.99 | 1170 Calories

Order Now



Soup, Salad & Cheddar Bay Biscuits®

$9.99 | 980 - 1660 Calories

Order Now



Garlic Shrimp Scampi

$13.99 | 440 Calories

Order Now



Walt's Favorite Shrimp

$14.99 | 380 Calories

Order Now



Sailor's Platter

$17.99 | 1350 Calories

Order Now

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Bacon Cheeseburger**

$16.49 | 940 Calories

Order Now



Crunch-Fried Flounder Sandwich

$14.49 | 1690 Calories

Order Now



Classic Caesar Salad

$10.49 | 560 Calories

Order Now



Classic Caesar Salad With Grilled Chicken

$14.49 | 730 Calories

Order Now



Classic Caesar Salad With Grilled Shrimp

$16.49 | 740 Calories

Order Now



Classic Caesar Salad With Grilled Salmon**

$19.49 | 1070 Calories

Order Now



Southwest Shrimp Bowl

$16.99 | 770 Calories

Order Now



Sesame-Soy Salmon Bowl**

$19.49 | 1150 Calories

Order Now

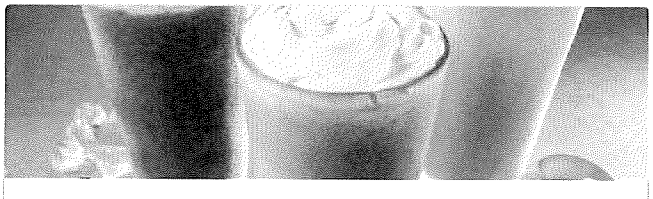
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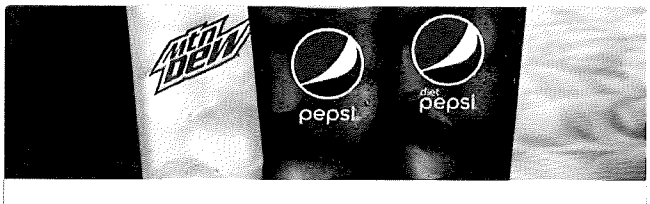
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Fruit Smoothies

$6.79 | 380 - 460 Calories

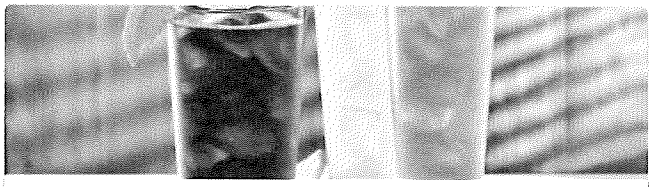
Order Now



Fountain Drinks

170 Calories

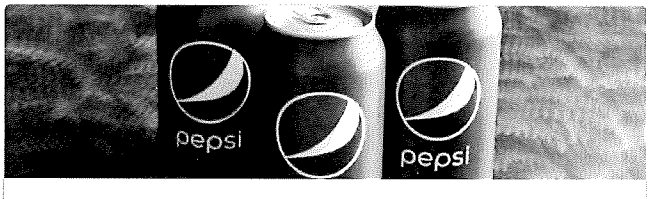
Order Now



Lemonades & Iced Teas

140 - 260 Calories

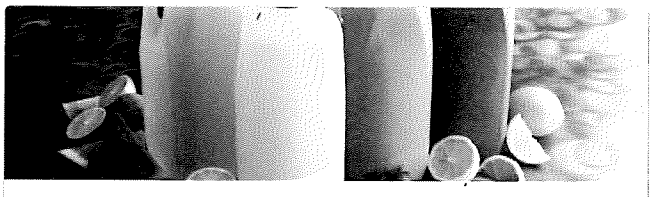
Order Now



Canned & Bottled Beverages

680 Calories

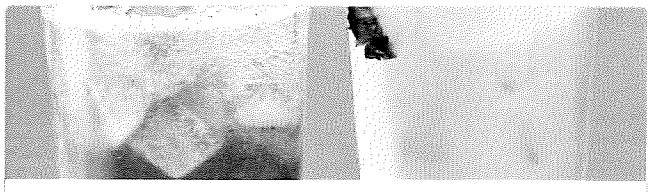
Order Now



Half Gallon Beverages

20 - 770 Calories

Order Now



Mocktails

180 - 310 Calories

Order Now

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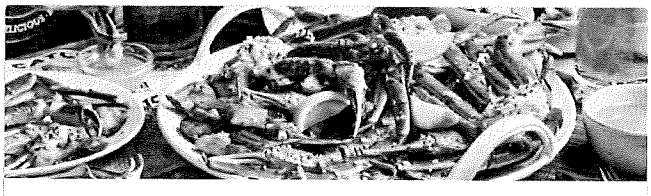
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Family Snow Crab Meal Deal

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Ultimate Family Feast®

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Admiral's Family Feast

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Game Day Bundle

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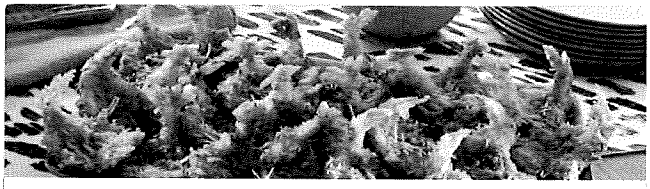
Linguini Alfredo Family Meal

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Bar Harbor Lobster Bake Family Meal

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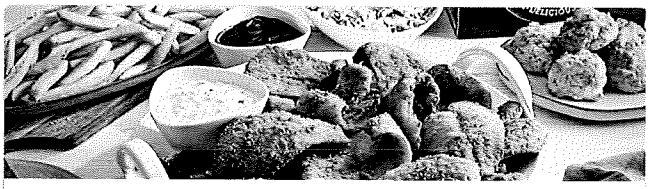
Parrot Isle Jumbo Coconut Shrimp Platter

Order Now



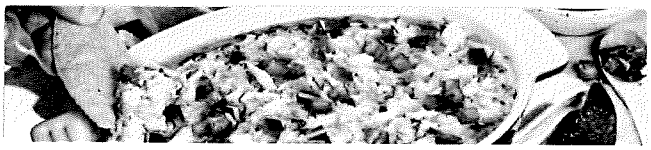
Walt's Favorite Shrimp Platter

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Fish Fry Family Meal

Order Now



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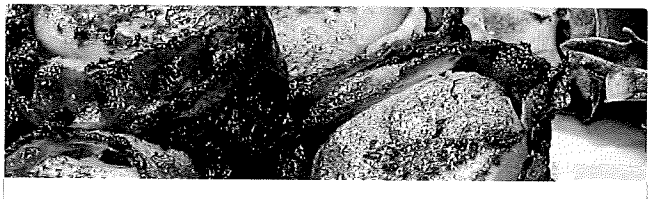
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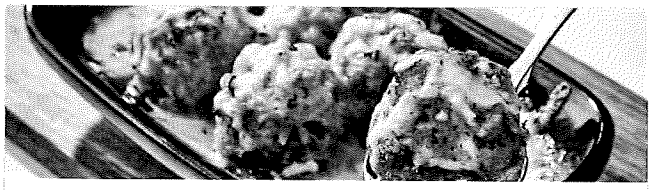
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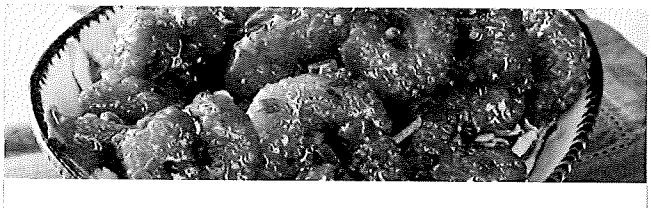
Bacon-Wrapped Sea Scallops

Order Now



Seafood-Stuffed Mushrooms

Order Now



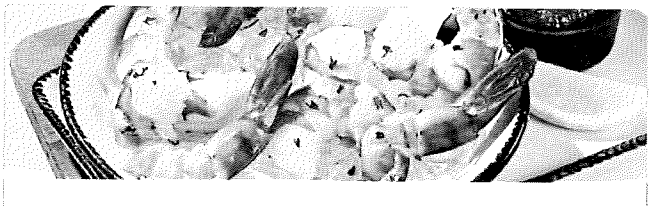
Crispy Dragon Shrimp®

Order Now



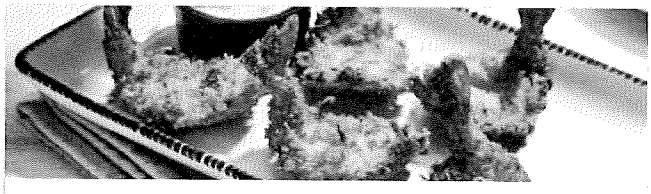
Hand-Breaded Calamari

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Black Tiger Shrimp Cocktail

Order Now



Parrot Isle Jumbo Coconut Shrimp Appetizer

Order Now



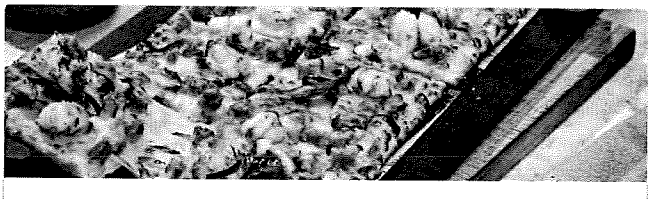
Lobster Dip

Order Now



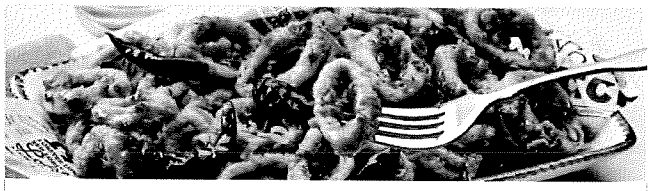
Mozzarella Cheesesticks

Order Now



Lobster Flatbread

Order Now



Crispy Dragon Calamari

Order Now





Fish & Chips Friday

Order Now

Nutritional content includes fixed sides, condiments and dipping sauces but not side choices, which are listed separately.

A 2,000 calorie-per-day diet is used for general nutritional advice, but calorie needs vary.

*** MAY BE COOKED TO ORDER. CONTAINS (OR MAY CONTAIN) RAW OR UNDERCOOKED INGREDIENTS. CONSUMING RAW OR UNDERCOOKED MEATS, POULTRY, SEAFOOD, SHELLFISH OR EGGS MAY INCREASE YOUR RISK OF FOODBORNE ILLNESS, ESPECIALLY IF YOU HAVE CERTAIN MEDICAL CONDITIONS.*

Due to supply disruptions, item availability and recipes may vary. Thank you for understanding.

Before placing your order, please see our allergen guide if a member of your party has a food allergy.

LET'S BE FRIENDS

CANADA – ENGLISH

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Report a website accessibility issue:



Shrimp Your Way - Choose Two

Order Now



Shrimp Your Way - Choose Three

Order Now



Shrimp Your Way - Choose Four

Order Now



Shrimp Your Way - Choose Four Bundle

Order Now

Nutritional content includes fixed sides, condiments and dipping sauces but not side choices, which are listed separately.

A 2,000 calorie-per-day diet is used for general nutritional advice, but calorie needs vary.

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LET'S BE FRIENDS

CANADA - ENGLISH

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Report a website accessibility issue:



Create Your Own Ultimate Feast®

Order Now



Admiral's Feast

Order Now



Grilled Lobster, Shrimp And Salmon**

Order Now



Surf & Turf Maine Lobster Tail & 7 Oz. Sirloin**

Order Now



Surf & Turf Maine Lobster Tail & 6 Oz. Filet Mignon**

Order Now

Nutritional content includes fixed sides, condiments and dipping sauces but not side choices, which are listed separately.

A 2,000 calorie-per-day diet is used for general nutritional advice, but calorie needs vary.

*** MAY BE COOKED TO ORDER. CONTAINS (OR MAY CONTAIN) RAW OR UNDERCOOKED INGREDIENTS. CONSUMING RAW OR UNDERCOOKED MEATS, POULTRY, SEAFOOD, SHELLFISH OR EGGS MAY INCREASE YOUR RISK OF FOODBORNE ILLNESS, ESPECIALLY IF YOU HAVE CERTAIN MEDICAL CONDITIONS.*

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LET'S BE FRIENDS

New Shrimp Sensation



3-Course Shrimp Sensation

Order Now

Nutritional content includes fixed sides, condiments and dipping sauces but not side choices, which are listed separately.

A 2,000 calorie-per-day diet is used for general nutritional advice, but calorie needs vary.

*** MAY BE COOKED TO ORDER. CONTAINS (OR MAY CONTAIN) RAW OR UNDERCOOKED INGREDIENTS. CONSUMING RAW OR UNDERCOOKED MEATS, POULTRY, SEAFOOD, SHELLFISH OR EGGS MAY INCREASE YOUR RISK OF FOODBORNE ILLNESS, ESPECIALLY IF YOU HAVE CERTAIN MEDICAL CONDITIONS.*

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LET'S BE FRIENDS

CANADA - ENGLISH

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Report a website accessibility issue:

July 2025 ALRC New License

Class A Licenses.csv

All items

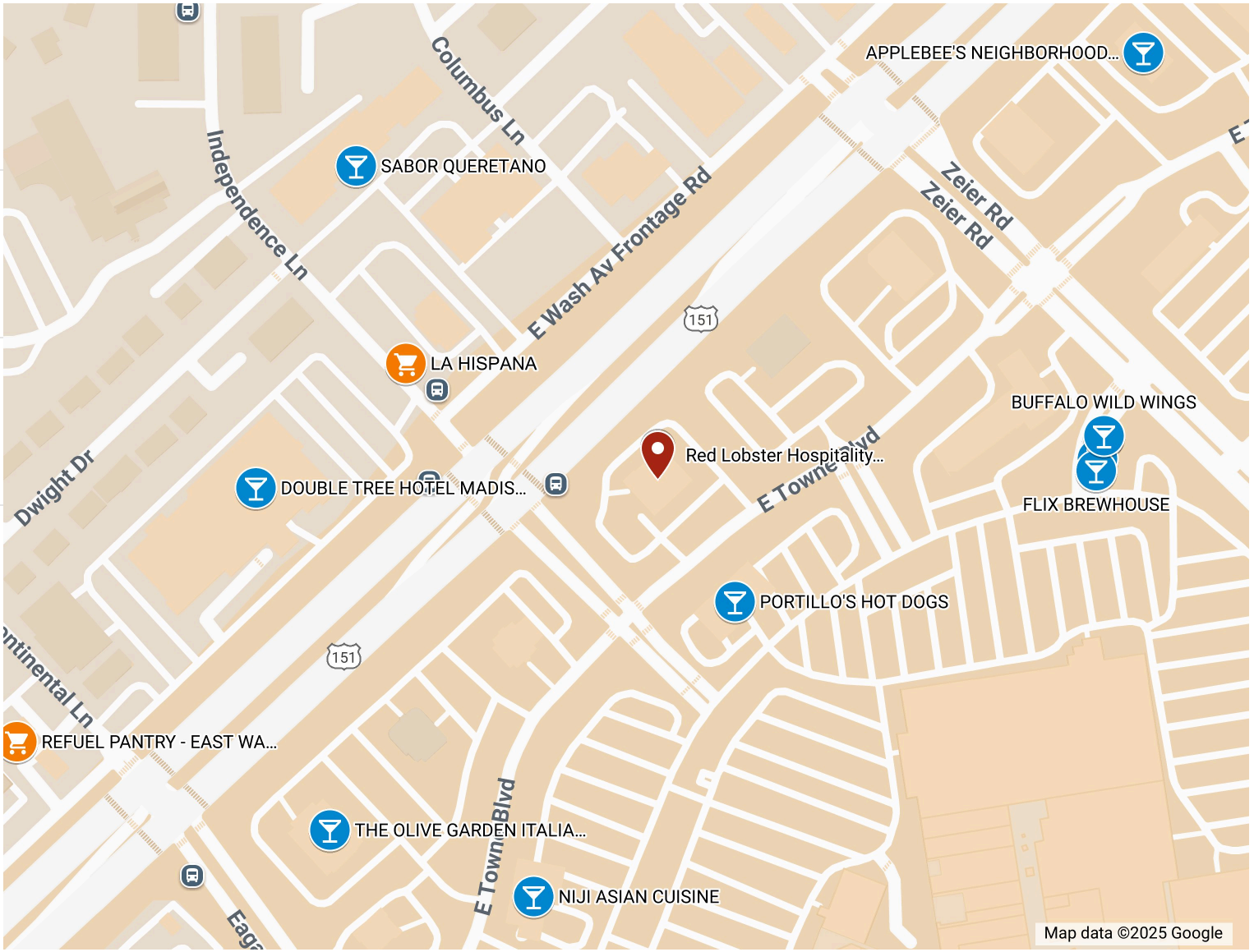
Class B Licenses.csv

All items

New Licenses.xlsx

All items

New licenses are drops, existing licenses are dots.



City of Madison

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

Master

File Number: 88806

File ID:	88806	**File Type:**	License	**Status:**	Council Public Hearing
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	06/18/2025
File Name:				**Final Action:**	

Title: Public Hearing - New License
Badger Lodging LLC • dba Home2 Suites & Tru by Hilton Madison
2403 East Springs Dr • Agent: Amanda Bublitz
Estimated Capacity (in/out): 219/0
Class B Combination Liquor & Beer • 50% alcohol, 50% food
Police Sector 632 (District 17)

Notes:

CC Agenda Date: 08/05/2025

Agenda Number: 8.

Sponsors:

Effective Date:

Attachments: LICLIB-2025-00570 App.pdf, LICLIB-2025-00570 Supplemental.pdf, 2403 East Springs Dr 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	06/18/2025	Referred for Introduction				

Action Text: This License was Referred for Introduction
Notes: Alcohol License Review Committee- Public Hearing (7/16/25), Common Council (8/5/25)

1	COMMON COUNCIL	07/01/2025	Refer For Public Hearing	ALCOHOL LICENSE REVIEW COMMITTEE	07/16/2025	Pass

Action Text: A motion was made by Vidaver, seconded by Govindarajan, to Refer For Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other.

1	ALCOHOL LICENSE REVIEW COMMITTEE	07/16/2025	RECOMMEND TO COUNCIL TO GRANT - PUBLIC HEARING			Pass

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

One registration in support.

Text of Legislative File 88806

Title

Public Hearing - New License
Badger Lodging LLC • dba Home2 Suites & Tru by Hilton Madison
2403 East Springs Dr • Agent: Amanda Bublitz
Estimated Capacity (in/out): 219/0
Class B Combination Liquor & Beer • 50% alcohol, 50% food
Police Sector 632 (District 17)

172

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)

LICLIB-2025-00570
(License number)

17, Sabrina (Madison) 632
(Alder District #) (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.

   Badger Lodging LLC

2. Trade Name (doing business as) Home2 Suites & Tru By Hilton Madison

3. Address to be licensed 2403 East Springs Drive, WI 53704

4. Mailing address 2706 James Street, Coralville, IA 52241

5. Anticipated opening date July 1, 2025

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 hotel is a 219 Hilton Branded Property. Individual Beer & Wine Sales are a brand standard & sold only in the Treat Shop which is directly adjacent to the Front Desk that is staffed 24/7. If extra Beer & Wine is stored, it will be in a locked area in the back office that has a camera for internal security. There is a camera that views the Treat Shop as added internal security

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

Indoor: 219 Guest Rooms Outdoor: N/A

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

We have a surface parking lot that is lit with pole lights. We do not anticipate guests purchasing individual single serve beer & small single serve win bottles for outside Consumption.

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 Mandy Bublitz

13. City, state in which agent resides Beaver Dam Wisconsin

14. How long has the agent continuously resided in the State of Wisconsin? 40 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 June 13, 2025

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

Wisconsin 12/18/2018

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
Director	Balvant Patel	Coralville, IA

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.

Balvant 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) Own Several Hotels in the state

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 Limited Service Hilton Franchised 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
24 Hours -	24 Hours -	24 Hours -	24 Hours -	24 Hours -	24 Hours -	24 Hours -
(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. Limited Service Hotel

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:

1 % Alcohol 1 % Food 98 % Other

If applicable, describe "Other": Selling Hotel Rooms to Guests

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 0 8 0 4 6 6 0 - 0 5

39. Federal Employer Identification Number 83-3184146

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

Contact person Evan Walter

Business phone 319-651-2892 Business e-mail address licenses@hawkeyehotels.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.

BBlank

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

06/13/2025

(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 N/A
- ☑ *Articles of Incorporation
- ☑ *Appointment of Agent

* Corporation/LLC only

- ☑ Floor Plans
- ☐ Lease N/A
- ☐ 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 _____

GUESTROOM SCHEDULE

GUESTROOM UNIT TYPE	COUNT
H2S STUDIO K1+	5
H2S STUDIO K1	7
H2S STUDIO K1 (CONNECTING TYPE)	1
H2S STUDIO K1	101
H2S STUDIO K1+	1
H2S STUDIO K1 (CONN)	1
H2S STUDIO Q1	2
H2S STUDIO Q1 (CONN)	1
H2S STUDIO Q1 ACC. (CONN)	1
H2S STUDIO K1	10
H2S STUDIO Q1 (CONN)	7
H2S STUDIO Q1	5
H2S STUDIO Q1 ACC. (CONN ROLL-IN	2
	151
TRU	
TRU STUDIO K1	12
TRU STUDIO K1 (CONN)	1
TRU STUDIO K1 ACC.	1
TRU STUDIO Q1	14
TRU STUDIO Q1 (CONN)	4
TRU STUDIO K1+	2
TRU STUDIO K1+ (CONN)	1
TRU STUDIO Q1 ACC.	3
TRU STUDIO Q1 ACC. (CONN ROLL-IN	1
	61
TOTAL GUESTROOMS	212

GUESTROOMS - LEVEL 1

ROOM#	GUESTROOM UNIT TYPE	ACCESSIBLE	CONNECTING	NON-SMOKING
101	H2S STUDIO Q1 (ACC.)			
102	H2S STUDIO K1			
103	H2S STUDIO K1			
105	H2S STUDIO K1			
106	H2S STUDIO K1			
107	H2S STUDIO K1			
109	H2S STUDIO K1			
110	H2S STUDIO K1			
111	H2S STUDIO K1			
112	H2S STUDIO K1			
113	H2S STUDIO K1			
114	H2S STUDIO K1			
115	H2S STUDIO K1			
116	H2S STUDIO K1			
117	H2S STUDIO K1			
118	H2S STUDIO K1			
119	H2S STUDIO K1			
120	H2S STUDIO K1			
121	H2S STUDIO K1			
122	H2S STUDIO K1			
123	H2S STUDIO K1			
124	H2S STUDIO K1			
125	H2S STUDIO K1			
126	H2S STUDIO K1			
127	H2S STUDIO K1			
128	H2S STUDIO K1			
129	H2S STUDIO K1			
130	H2S STUDIO K1 (CONN)			
131	H2S STUDIO Q1 (ACC. CONN ROLL-IN			

FIRE-RETARDANT-TREATED WOOD

1. BIG BOX, TYPE IV CONSTRUCTION IS THAT TYPE OF CONSTRUCTION IN WHICH THE EXTERIOR WALLS ARE OF NONCOMBUSTIBLE MATERIALS AND THE INTERIOR BUILDING ELEMENTS ARE OF ANY MATERIAL PERMITTED BY THE CODE, FIRE-RETARDANT-TREATED WOOD FRAMING COMPLYING WITH SECTION 2303 SHALL BE PERMITTED WITHIN EXTERIOR WALL ASSEMBLIES OF 2-HOUR RATING OR LESS.
2. ALL WOOD ELEMENTS PART OF THE EXTERIOR WALL ASSEMBLY—STUD, TOP AND BOTTOM PLATES, HEADERS, BRACKETS, PLYWOOD WALL SHEATHING AND ALL BLOCKING—SHALL BE FIRE-RETARDANT-TREATED.
3. BIG BOX SHALL OBTAIN WRITTEN CERTIFICATION FROM THE FIRE-RETARDANT-TREATED WOOD MANUFACTURER THAT ALL FIRE-RETARDANT-TREATED LUMBER AND WOOD STRUCTURAL PANELS SHALL BE LABELED PER BIG BOX'S AND BIG PERSIA.
4. ALL FIRE-RETARDANT-TREATED LUMBER AND WOOD STRUCTURAL PANELS SHALL BE LABELED PER BIG BOX'S AND BIG PERSIA.
5. FASTENERS, INCLUDING NUTS AND WASHERS, USED IN CONNECTIONS IN CONTACT WITH FIRE-RETARDANT-TREATED WOOD SHALL COMPLY WITH BIG BOX'S AND BIG PERSIA.

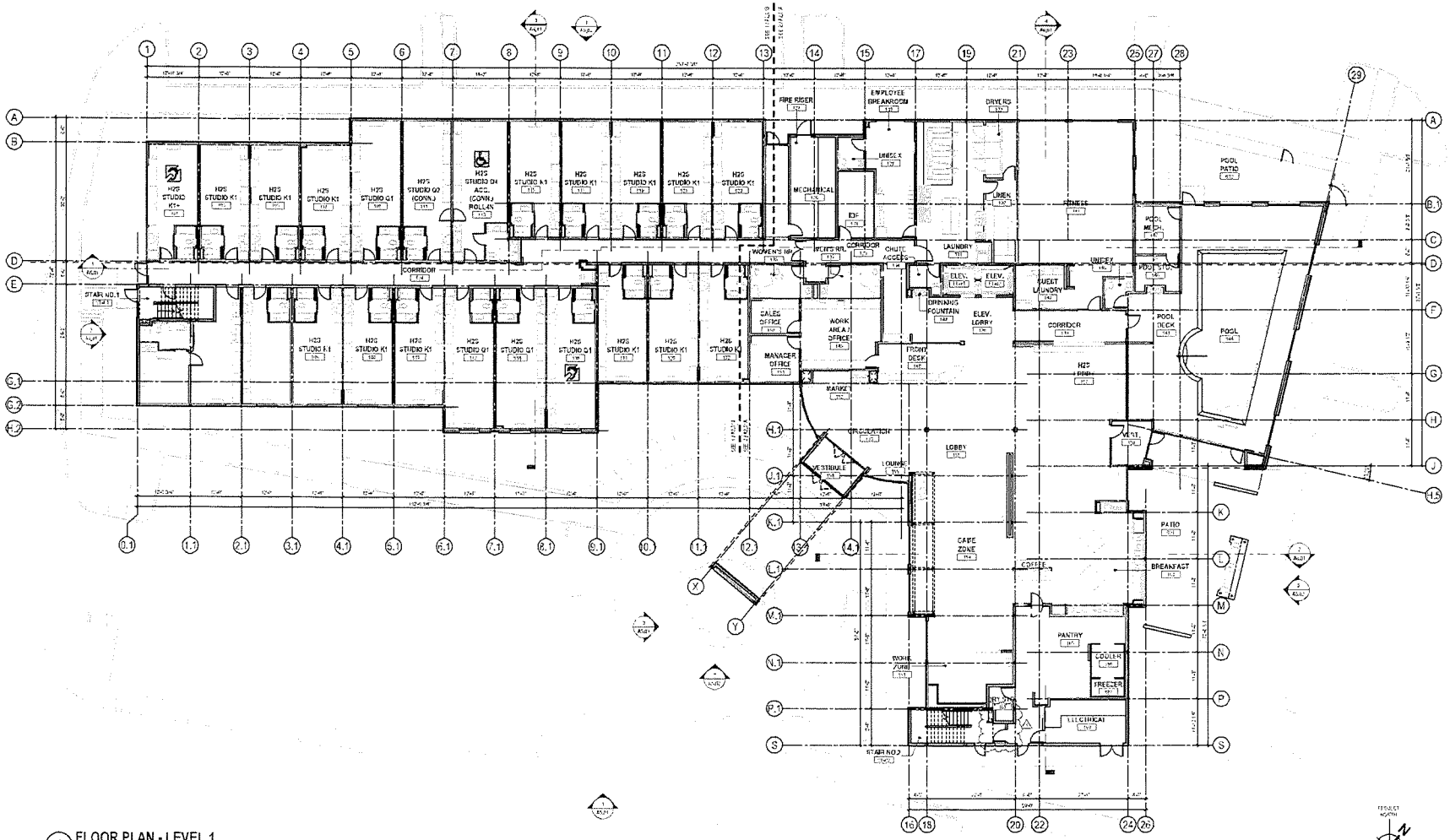
FLOOR PLAN LEGEND

SYMBOL	DESCRIPTION
	ACCESSIBLE GUESTROOM
	GUESTROOM WITH CONNECTING DOOR FEATURES MEANING BETWEEN

NOTES:
1. SEE SHEETS G0.1 AND G0.2 FOR ACCESSIBILITY REQUIREMENTS.
2. SEE SHEETS G0.3-G0.4 FOR TYPICAL TYPES, WALL ETC. & INSULATION SUMMARY AND PLUMBING AND ENCLOSURE REQUIREMENTS.
3. SEE SHEET A0.1 FOR FURTHER DOOR INFORMATION.
4. SEE SHEET A0.1 FOR FURTHER GLAZING INFORMATION.

FLOOR PLAN GENERAL NOTES

1. ALL DIMENSIONS ARE TO FACE OF WALL, CENTER OF CONCRETE, TYP. U.N.O. REFER TO BUILDING ARCHITECTURAL AND STRUCTURAL DRAWINGS BEFORE COMMENCING WORK ON FOOTING AND FOUNDATION.
2. ALL QUESTIONS OR DISCREPANCIES TO BE BROUGHT TO THE ATTENTION OF THE ARCHITECT BEFORE PROCEEDING WITH WORK.
3. ALL DIMENSIONS ARE FOR ROUGH CARPENTRY WALLS, U.N.O. DIMENSIONS ARE TO BE ADJUSTED AT SHEETWALL CONDITIONS, FURR OUT NON-RATED WALLS AS REQUIRED TO BE FLUSH WITH SHEETWALLS.
4. SEE STRUCTURAL DRAWINGS FOR SIZES AND PLACEMENT OF ALL STRUCTURAL MEMBERS.
5. SEE MECHANICAL DRAWINGS FOR ALL HEATING, VENTILATION AND AIR CONDITIONING EQUIPMENT AND REQUIREMENTS.
6. SEE ELECTRICAL DRAWINGS FOR ALL POWER, LIGHTING AND ELECTRICAL EQUIPMENT AND FIXTURE MOUNTS.
7. SEE CIVIL DRAWINGS FOR DETAILS, FINISH FLOOR ELEVATIONS, ARCHITECTURAL FIRST FLOOR ELEVATION IS INDICATED AS 0'-0".
8. SEE ENLARGED PLANS FOR ADDITIONAL INFORMATION REGARDING WALL TYPES AND FLOOR FINISH. ENLARGED PLANS TAKE PRECEDENCE OVER SMALLER SCALE DRAWINGS. REPORT ANY DISCREPANCIES TO THE ARCHITECT BEFORE PROCEEDING WITH WORK.
9. FABRICATED MILLWORK IS TO BE SUBMITTED BY MILLWORKER FOR FIRE RATING OR NON-RATED WALLS. SEE FINISH PLANS AND WALL TYPES FOR MORE INFORMATION.
10. ALL COMPONENTS SHALL BE A MINIMUM OF 7'-0" CLEAR.
11. WINDOWS AND DOORS ARE DIMENSIONED TO THE CENTERLINE, U.N.O.
12. ALL DOORS TO BE 4" FROM FACE OF STUD ON HINGE SIDE OR DOOR, U.N.O.
13. "MIRROR" SHALL BE NOTED ON ACCURATELY LOCATE FINISH FACES IN THE SAME PLANE.
14. "TYPICAL" SHALL MEAN THAT THE CONDITION IS REPRESENTATIVE FOR SIMILAR CONDITIONS. EXCEPTIONS TO THE SAME NOTED OTHERWISE. DETAILS ARE USUALLY KEYED AND NOTED AT "TYP." ONLY ONCE ON EACH SHEET.
15. TO THE MAXIMUM EXTENT POSSIBLE, FLOOR CLEANOUTS TO BE LOCATED IN NON-CARPETED LOCATIONS, AND NOT IN OCCUPIED AREAS. ALL FLOOR CLEANOUTS LOCATED IN CARPETED AREAS TO BE FITTED WITH CARPET INSERTS. ALL CLEANOUTS TO BE FLUSH WITH FLOOR/WALLS.
16. NO WHITE LINES OR SEAMS OVER TELEPHONE, IT, OR ELECTRICAL PLATES.
17. WHERE CLOSET RODS EXIST, THEY TO BE LOCATED MIN. 84" A.F.F. AND NOT INTERFERE WITH DOORS.
18. CONTRACTOR TO VERIFY LOCATION OF ALL INDEPENDENT ACCESS PANELS, FIRE ALARM DEVICES, ETC. SO THAT THEY ARE APPROVED PRIOR TO INSTALLATION.
19. ALL SIGNAGE MATERIALS, INCLUDING BACKING, INSTALLED WITHIN REQUIRED ACCESSIBLE WALL SPACE, SHALL BE FLAT AND SHALL NOT PROJECT MORE THAN 4" FROM THE WALL.
20. SEE DETAILS 4/A0.1 AND 5/A0.1 FOR FIRE PROTECTION OF STEEL BEAMS WHERE REQUIRED.
21. SEE DETAILS 1/A0.1 AND 2/A0.1 FOR FIRE PROTECTION OF STEEL COLUMNS.
22. WHEN INSTALLING ELECTRICAL WIRING, USE RETAIL STAPLES FOR INSTALLATION INSTRUCTIONS.



1 FLOOR PLAN - LEVEL 1
3/32" = 1'-0"

Hawkeye
designae ARCHITECTURE
1725 VILLAGE CENTER CIRCLE #110
LAS VEGAS, NEVADA 89134 (702) 233-1976

HOME2 SUITES & TRU DUAL BRAND BY HILTON

5-STORY, 219 GUESTROOMS

PROJECT NO.: 19-157ND / MSNADHT / ID NO:55260 (H2S)
PROJECT NO.: 19-158ND / MSNARU / ID NO:55261 (TRU)

FINAL PERMIT SUBMITTAL

REVISIONS
1 - COMMENTS AS UPDATED SET 1 OF 1

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PROJECT NUMBER: 19-157ND

OVERALL FLOOR PLAN - LEVEL 1

A2.01

GUESTROOMS - LEVEL 2

ROOM#	GUESTROOM UNIT TYPE	ACCESSIBLE	HEARING/COMMUNICATION	ROLL-IN SHOWER
201	H2S STUDIO K1			
202	H2S ONE BEDROOM B1			
203	H2S STUDIO K1			
204	H2S STUDIO K1			
205	H2S STUDIO K1			
206	H2S STUDIO K1			
207	H2S STUDIO K1			
208	H2S STUDIO K1			
209	H2S STUDIO Q1			
210	H2S STUDIO Q1 (CONN.)			
211	H2S STUDIO Q1			
212	H2S STUDIO Q1			
213	H2S STUDIO K1			
214	H2S STUDIO K1			
215	H2S STUDIO K1			
216	H2S STUDIO K1			
217	H2S STUDIO K1			
218	H2S STUDIO K1			
219	H2S STUDIO K1			
220	H2S STUDIO K1			
221	H2S STUDIO K1			
222	H2S STUDIO K1			
223	H2S STUDIO K1 (CONN.)			
224	H2S STUDIO K1			
225	H2S ONE BEDROOM B1 ACC. (CONN.)	▲		▲
226	H2S STUDIO K1			
227	H2S STUDIO K1			
228	H2S STUDIO K1	▲		
229	H2S STUDIO K1			
230	H2S STUDIO K1			
231	H2S STUDIO K1			
232	H2S STUDIO K1			
233	H2S STUDIO K1 (CONN.)	▲		
TOTAL OF 77 ROOMS				

GUESTROOMS - LEVEL 2

ROOM#	GUESTROOM UNIT TYPE	ACCESSIBLE	HEARING/COMMUNICATION	ROLL-IN SHOWER
234	TRU STUDIO K1			
235	TRU STUDIO ACC. (CONN.)	▲	▲	▲
236	TRU STUDIO K1			
237	TRU STUDIO ACC. (CONN.)	▲	▲	▲
238	TRU STUDIO K1			
239	TRU STUDIO Q1			
240	TRU STUDIO K1			
241	TRU STUDIO Q1			
242	TRU STUDIO K1			
243	TRU STUDIO K1			
244	TRU STUDIO Q1			
245	TRU STUDIO Q1		▲	
246	TRU STUDIO K1			
247	TRU STUDIO Q1			
248	TRU STUDIO K1			
249	TRU STUDIO K1			
250	TRU STUDIO K1			
251	TRU STUDIO K1			
252	TRU STUDIO K1			
253	TRU STUDIO K1			
254	TRU STUDIO K1			
255	TRU STUDIO K1			
256	TRU STUDIO K1			
257	TRU STUDIO K1			
TOTAL OF 77 ROOMS				

FIRE-RETARDANT-TREATED WOOD

1. IBC 602.3, TYPE III CONSTRUCTION IS THAT TYPE OF CONSTRUCTION IN WHICH THE EXTERIOR WALLS ARE OF NONCOMBUSTIBLE MATERIALS AND THE INTERIOR BUILDING ELEMENTS ARE OF ANY MATERIAL PERMITTED BY THIS CODE. FIRE-RETARDANT-TREATED WOOD FRAMING COMPLYING WITH SECTION 2303.2 SHALL BE PERMITTED WITHIN EXTERIOR WALLS ASSEMBLIES OF 2-HOUR RATING OR LESS.
2. ALL WOOD ELEMENTS PART OF THE EXTERIOR WALL ASSEMBLY - STUD, TOP AND BOTTOM PLATES, HEADERS, TRUSSES, PLYWOOD WALL SHEATHING AND ALL BLOCKING - SHALL BE FIRE RETARDANT TREATED.
3. IBC 2303.2.1, EXCEPTION 1 LISTS FOR UNTREATED LUMBER AND WOOD STRUCTURAL PANELS: AS SPECIFIED IN SECTION 2303.1, SHALL BE ADJUSTED FOR FIRE-RETARDANT-AND/OR FIRE-TREATED WOOD. ADJUSTMENTS TO DESIGN VALUES SHALL BE BASED ON AN APPROVED METHOD OF INVESTIGATION THAT TAKES INTO CONSIDERATION THE EFFECTS OF THE APPLICATION, TEMPERATURE AND MOISTURE ON THE FIRE-RETARDANT-TREATED WOOD. ALL USE OF THE TYPE OF TREATMENT AND REDRYING PROCEDURES.
4. ALL FIRE-RETARDANT-TREATED LUMBER AND WOOD STRUCTURAL PANELS SHALL BE GRADE QUALIFIED PER IBC 2303.2 AND DOC PS 20.
5. FASTENERS, INCLUDING NAILS AND WASHERS, USED IN CONNECTION WITH FIRE-RETARDANT-TREATED WOOD SHALL COMPLY WITH IBC 2303.2.4.

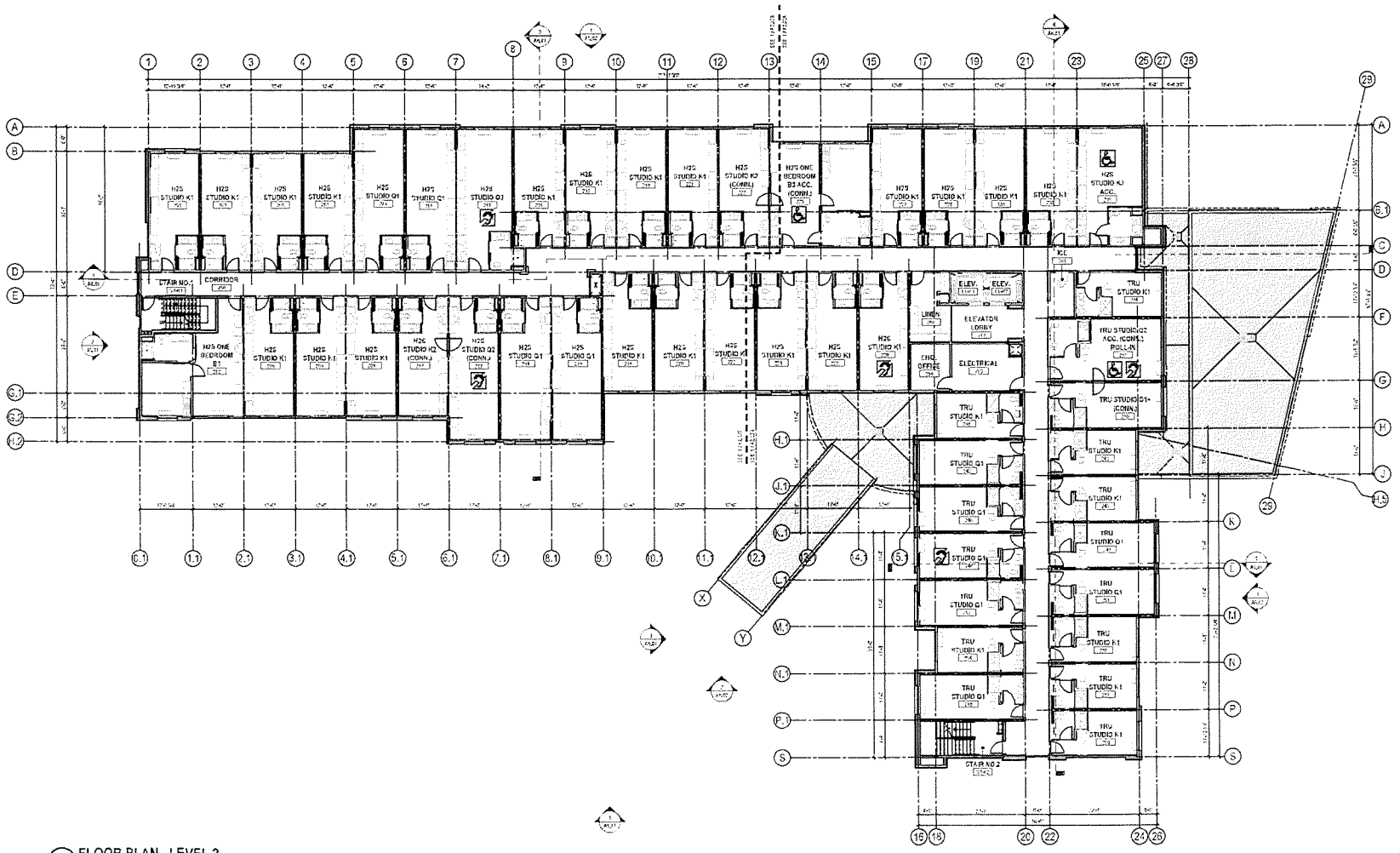
FLOOR PLAN LEGEND

SYMBOL	DESCRIPTION
	ACCESSIBLE SIDE STROKE
	GUESTROOM WITH COMMUNICATION FEATURES (PC AND/OR BRAILLE)

NOTES:
1. SEE SHEETS G2.1 AND G2.2 FOR ACCESSIBILITY REQUIREMENTS.
2. SEE SHEETS A2.1 AND A2.2 FOR WALL TYPE LEGEND, DOOR AND FINISH SCHEDULE AND RELEVANT EXTERIOR ELEVATIONS.
3. SEE SHEET A2.0 FOR FURTHER DOOR INFORMATION.
4. SEE SHEET A2.1 FOR FURTHER FLOOR PLAN INFORMATION.

FLOOR PLAN GENERAL NOTES

1. ALL DIMENSIONS ARE TO FACE OF STUD, CMU OR CONCRETE, TYP. U.N.O. REFER TO FLOOR DEPRESSION DETAILS AND STRUCTURAL DRAWINGS FOR DIMENSIONS WORK ON FOOTING AND FOUNDATION.
2. ALL GUESTROOM DEMISING WALLS DIMENSIONS ARE TO CENTERLINE OF STUD WALLS.
3. ALL DIMENSIONS ARE FOR NOMINAL PARTITIONS. ADJUST DIMENSIONS AS REQUIRED AT SHEAR WALL CONDITIONS, PLUMBING WALLS ETC. AS REQUIRED TO BE FLUSH WITH SHEAR WALLS.
4. SEE STRUCTURAL DRAWINGS FOR SIZES AND PLACEMENT OF ALL STRUCTURAL MEMBERS.
5. SEE MECHANICAL DRAWINGS FOR ALL MECHANICAL VENTILATION AND AIR CONDITIONING EQUIPMENT AND ACCESSORIES.
6. SEE ELECTRICAL DRAWINGS FOR ALL LIGHTING AND ELECTRICAL EQUIPMENT AND ACCESSORIES.
7. SEE CIVIL DRAWINGS FOR ACTUAL PROPERTY LINE LOCATION.
8. ARCHITECTURAL FIRST FLOOR ELEVATION IS NOTED AS 0'-0".
9. SEE ENLARGED PLANS FOR ADDITIONAL INFORMATION ON DIMENSIONS.
10. WALL TYPE AND FLOOR FINISH DESIGNATIONS INDICATED ON PLANS TAKE PRECEDENCE OVER SMALLER SCALE DRAWINGS. CONTACT ARCHITECT FOR CLARIFICATION TO THE ARCHITECT BEFORE PROCEEDING WITH WORK.
11. FIRE-RATED WALLS SHALL NOT BE INTERRUPTED BY WALLS WITH A LESSER FIRE RATING OR NON-RATED WALLS. SEE ENLARGED PLANS AND WALL TYPES FOR MORE INFORMATION.
12. ALL DIMENSIONS SHALL BE AT LEAST 3/4" CLEAR.
13. WINDOWS AND DOORS ARE DIMENSIONED TO THE CENTERLINE, U.N.O.
14. ALL DOORS TO BE 6" FROM FACE OF STUD OR WHERE SPECIFIED ON PLAN.
15. "HEIGHT SHALL MEAN TO ACCURATELY DESCRIBE FINISH FACE IN THE SAME PLANE.
16. "TYPICAL" SHALL MEAN THAT THE CONDITION IS REPRESENTATIVE FOR SIMILAR CONDITIONS THROUGHOUT, UNLESS NOTED OTHERWISE. DETAILS ARE USUALLY KEYED AND NUMBERED "TYP." ONLY ONCE ON SHEET.
17. TO THE MAXIMUM EXTENT POSSIBLE, FLOOR CLEANOUTS TO BE LOCATED IN PUBLIC CORRIDOR LOCATIONS AND NOT IN GUESTROOMS. ALL FLOOR CLEANOUTS LOCATED IN CARPETED AREAS TO BE FITTED WITH CARPET CLEANOUTS. ALL CLEANOUTS TO BE FLUSH WITH FLOORS FINISH.
18. NO WET SPACE OF WET PIPES TO BE LOCATED UNDER ET OF ELECTRICAL ROOMS.
19. WATER CLOSET WASTE LINES TO BE LOCATED ON STEEL CHASES AND NOT ENCLOSED IN WALLS.
20. CONTRACTOR TO VERIFY LOCATION OF ALL THERMOSTATS, ACCESS PANELS, FIRE ALARM DEVICES, ETC. WITH OWNER FOR APPROVAL PRIOR TO INSTALLATION.
21. ALL INSULATION MATERIALS INSTALLED IN BUILDING ASSEMBLIES INSTALLED WITHIN CEILING ASSEMBLIES, IN WALL CAVITIES, OR ATTICS SHALL HAVE A FLAME SPREAD NOT TO EXCEED 25 AND A SMOKE DENSITY NOT TO EXCEED 450.
22. TO BE DET. AT CRAWLSPACE SHEET A2.0 FOR VENT PROTECTION OF STEEL IF AND WHERE REQUIRED.
23. SEE DETAILS 13/ 12 AND THROUGH PENETRATION REFER TO TOP LEFT NOTE ON SHEET A2.0 FOR PENETRATIONS OF FIRE ASSEMBLIES.
24. ANYWHERE USING ELECTRICAL APPLIANCES OF ANY KIND FOLLOW FOR INSTALLATION INSTRUCTIONS.



1 FLOOR PLAN - LEVEL 2
SCALE: 1/16"

Hawkeye
designcell ARCHITECTURE
5125 VILLAGE CENTER DRIVE, SUITE 2
URBANDALE, IOWA 50322

7/31/2019

HOME2 SUITES & TRU BY HILTON
5-STORY, 219 GUESTROOMS
PROJECT NO.: 19-157ND / I65NMDHT / ID NO.:55260 (H2S)
PROJECT NO.: 19-158ND / I65NMRU / ID NO.:55261 (TRU)

Copyright Ownership Information
These drawings are not to be visibly, Contractor shall check and verify all dimensions & elements and report any discrepancies in the prior to commencement of work.

PROJECT NORTH

OVERALL FLO
PLAN - LEVEL

A2.02

GUESTROOMS - LEVEL 3

ROOM #	GUESTROOM UNIT TYPE	ACCESSIBLE	ACCESSIBLE (ROLL-IN)	ACCESSIBLE (CONNECTING)
101	H2S STUDIO K1			
102	H2S STUDIO K1 ACC.			
103	H2S STUDIO K1			
104	H2S STUDIO K1			
105	H2S STUDIO K1			
106	H2S STUDIO K1			
107	H2S STUDIO K1			
108	H2S STUDIO K1			
109	H2S STUDIO Q1			
110	H2S STUDIO K1			
111	H2S STUDIO Q1			▲
112	H2S STUDIO Q1			
113	H2S STUDIO Q2 (CONN.) ROLL-IN	▲		▲
114	H2S STUDIO Q2 (CONN.)			▲
115	H2S STUDIO K1			
116	H2S STUDIO K1 (CONN.)		▲	▲
117	H2S STUDIO K1			
118	H2S STUDIO K1			
119	H2S STUDIO K1			
120	H2S STUDIO K1			
121	H2S STUDIO K1			
122	H2S STUDIO K1			
123	H2S STUDIO K1			
124	H2S STUDIO K1			
125	H2S ONE BEDROOM		▲	
126	H2S STUDIO K1			
127	H2S STUDIO K1			
128	H2S STUDIO K1			
129	H2S STUDIO K1			
130	H2S STUDIO K1			
131	H2S STUDIO K1			
132	H2S STUDIO K1 ACC.	▲		
TOTAL # OF ITEMS: 29				

GUESTROOMS - LEVEL 3

ROOM #	GUESTROOM UNIT TYPE	ACCESSIBLE	ACCESSIBLE (ROLL-IN)	ACCESSIBLE (CONNECTING)
134	TRU STUDIO K1			
135	TRU STUDIO K1 ACC.	▲		
136	TRU STUDIO Q1			
137	TRU STUDIO K1			
138	TRU STUDIO Q1			
139	TRU STUDIO K1			
140	TRU STUDIO K1			
141	TRU STUDIO Q1 (CONN.)		▲	▲
142	TRU STUDIO Q1 (CONN.)		▲	▲
143	TRU STUDIO K1			
144	TRU STUDIO Q1			
145	TRU STUDIO K1			
146	TRU STUDIO Q1			
147	TRU STUDIO K1			
148	TRU STUDIO Q1			
149	TRU STUDIO K1			
150	TRU STUDIO Q1			
TOTAL # OF ITEMS: 46				

FIRE-RETARDANT-TREATED WOOD

1. SEE BASIC TYPES OF CONSTRUCTION IN THAT TYPE OF CONSTRUCTION IN WHICH THE EXTERIOR WALLS ARE OF NONCOMBUSTIBLE MATERIALS AND THE INTERIOR BUILDING ELEMENTS ARE OF ANY MATERIAL PERMITTED BY THIS CODE, FIRE-RETARDANT-TREATED WOOD FRAMING OR FRAMING WITH SECTION 2303.2 SHALL BE PERMITTED WITHIN EXTERIOR WALLS.
2. ALL WOOD ELEMENTS PART OF THE EXTERIOR WALL ASSEMBLY - STUD, TOP AND BOTTOM PLATES, HEADERS, FIRE JOISTS, PLYWOOD WALL SHEATHING AND ALL BLOCKING - SHALL BE FIRE-RETARDANT-TREATED.
3. BIG BOSS 2 DESCRIPTION USES FIRE-RETARDANT LUMBER AND WOOD STRUCTURAL PANELS. AS SPECIFIED IN SECTION 2303.2, SHALL BE ADJUSTED FOR FIRE-RETARDANT-TREATED WOOD. ADJUSTMENTS TO DESIGN VALUES SHALL BE BASED ON ALLOWABLE STRESS OR ALLOWABLE LOAD THAT TAKES INTO CONSIDERATION THE EFFECTS OF THE FIRE-RETARDANT TREATMENT AND HEIGHT TO WHICH THE FIRE-RETARDANT-TREATED WOOD WILL BE SUBJECTED, THE TYPE OF TREATMENT AND REDRYING PROCEDURES.
4. ALL FIRE-RETARDANT-TREATED LUMBER AND WOOD STRUCTURAL PANELS SHALL BE GRADED BY AN APPROVED GRADING AND INSPECTION AGENCY OR APPROVED FIRE TESTING AGENCY.
5. INTERIOR PLYWOOD PANELS, INCLUDING BACKING AND CONNECTIONS IN CONTACT WITH FIRE-RETARDANT-TREATED WOOD THAT CONSTITUTES A FIRE BARRIER.

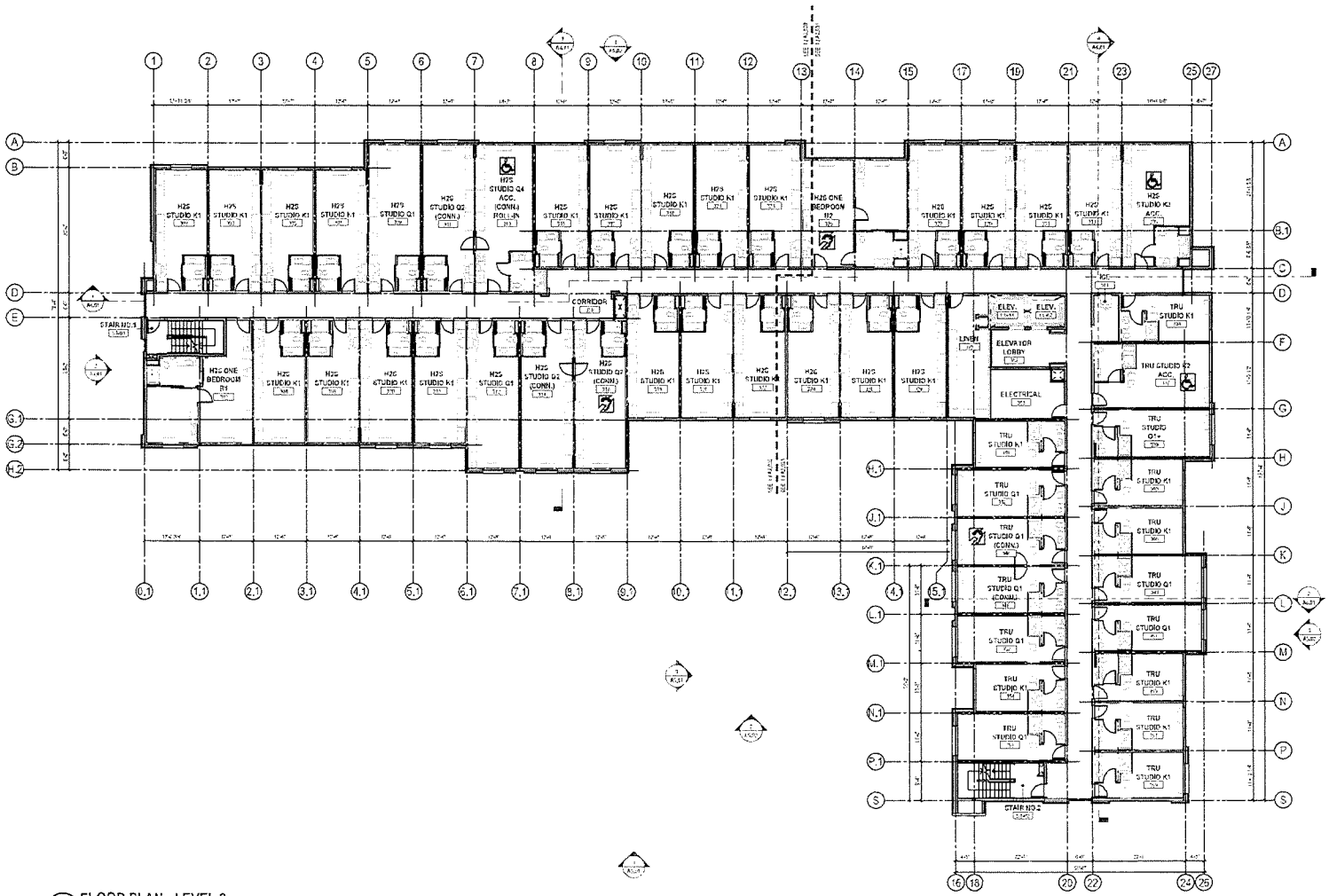
FLOOR PLAN LEGEND

SYMBOL	DESCRIPTION
	ACCESSIBLE GUESTROOM
	GUESTROOM WITH CUSTOMIZATION FEATURES (HEARING IMPAIRED)

NOTES:
1. SEE SHEETS G0.01 AND G0.02 FOR ACCESSIBILITY REQUIREMENTS.
2. SEE SHEETS A2.04 AND A2.05 FOR WALL TYPES. WALL SIZES INCLUDE FINISH SCHEDULE AND ROOMING AND SEATING REQUIREMENTS.
3. SEE SHEET A2.11 FOR FURTHER DOOR AND WINDOW TRIM.
4. SEE SHEET A2.11 FOR FURTHER CEILING INFORMATION.

FLOOR PLAN GENERAL NOTES

1. ALL DIMENSIONS ARE TO FACE OF STUD, CMU OR CONCRETE, TYP. U.N.O. REFER TO ROOM AND ARCHITECTURAL AND STRUCTURAL DRAWINGS BEFORE DRAWINGS BEGIN OUTFITTING AND FOUNDATION.
2. ALL GUESTROOM DEMISING WALL DIMENSIONS ARE TO CENTERLINE OF STUD WALL.
3. ALL DIMENSIONS ARE FOR FINISHED FACE WALLS. ADJUST DIMENSIONS AS REQUIRED AT SHEAR WALL CONDITIONS, FURR OUT NON-MASONRY WALLS AS REQUIRED TO BE FLUSH WITH CMU WALLS.
4. SEE STRUCTURAL DRAWINGS FOR SIZES AND PLACEMENT OF ALL STRUCTURAL MEMBERS.
5. SEE MECHANICAL DRAWINGS FOR ALL HEATING, VENTILATION AND AIR CONDITIONING EQUIPMENT AND REQUIREMENTS.
6. SEE ELECTRICAL DRAWINGS FOR ALL NOTATE LIGHTING AND ELECTRICAL EQUIPMENT AND REQUIREMENTS.
7. SEE CIVIL DRAWINGS FOR ACTUAL FINISHED FLOOR ELEVATION. ARCHITECTURAL FIRST FLOOR ELEVATION IS ASSUMED AS 0'-0".
8. SEE ENLARGED PLANS FOR ADDITIONAL INFORMATION INCLUDING DIMENSIONS NOT SHOWN ON FLOOR PLANS. TABLE PER GUESTS (SEE SIMILAR SCALE DRAWINGS). REPORT ANY DISCREPANCIES TO THE ARCHITECT BEFORE PROCEEDING WITH WORK.
9. FIRE-RATED WALLS SHALL NOT BE INTERRUPTED BY DUCTS WITH EXCEPTION OF FIRE RATED OR NON-RATED WALLS. SEE DUCTS PLANS AND WALL TYPES FOR MORE INFORMATION.
10. ALL DIMENSIONS SHALL BE ±1/4" OF SHOP CLEAR.
11. WINDOWS AND DOORS ARE DIMENSIONED TO THE CENTERLINE, U.N.O.
12. ALL DOORS TO BE 4" FROM FACE OF STUD ON HINGE SIDE OF DOOR, U.N.O.
13. "FURR" SHALL MEAN TO ADEQUATELY LOCATE FINISH FACE IN THE SAME PLANE.
14. "TYPICAL" SHALL MEAN THAT THE CONDITION IS REPRESENTATIVE FOR SIMILAR CONDITIONS THROUGHOUT, UNLESS NOTED OTHERWISE.
15. DETAILS ARE USUALLY KEYED AND INTENDED TO ONLY APPEAR ON EACH SHEET.
16. TO THE MAXIMUM EXTENT POSSIBLE, FLOOR CLEANOUTS TO BE LOCATED IN PIPING SHALL BE ACCESSIBLE, AND NOT IN GUESTROOMS. ALL FLOOR CLEANOUTS LOCATED IN CARPETED AREAS TO BE FLUSH WITH CARPET. INSERTS. ALL CLEANOUTS TO BE FLUSH WITH FLOORS / WALLS.
17. NO METERING OF METERS OVER TUB / SHOWER. SEE ELECTRICAL.
18. WATER SUPPLY WASTE LINES TO BE LOCATED IN STALL SPACES AND NOT IN EXTERIOR WALLS.
19. CONTRACTOR TO VERIFY LOCATION OF ALL DEPARTMENTS, ACCESS PANELS, FIRE ALARM PANELS, BUS, ETC. WITH OWNER FOR APPROVAL PRIOR TO INSTALLATION.
20. ALL INSTALLATION MATERIALS, INCLUDING ADHESIVES, INSTALLED WITHIN GUESTS ARE MOISTURE, MOLD, SPORE, GREASE, OR ALLERGEN FREE AND SHALL HAVE A FLAME SPREAD NOT TO EXCEED 25 AND A SMOKE DENSITY NOT TO EXCEED 450.
21. SEE DETAILS 11/A2.12 AND 12/A2.12 FOR FIRE PROTECTION OF STEEL ISLAND WHERE REQUIRED.
22. SEE DETAILS 11/A2.12 AND 12/A2.12 FOR FIRE RATING REQUIREMENTS FOR LEGEND SHEET A2.01 FOR PENETRATIONS OF FIRE RATED WALLS.
23. WHERE NOT ALREADY ELECTRICAL OUTLETS SHOULD BE INSTALLED FOR INSTALLATION INSTRUCTIONS.



1 FLOOR PLAN - LEVEL 3

designaea ARCHITECTURE

Hawkeye

HOME2 SUITES & TRU BY HILTON

5-STORY, 219 GUESTROOMS

PROJECT NO.: 19-157ND / MSHMIOHT / ID NO:55260 (H2S)

PROJECT NO.: 19-158ND / MSHMRU / ID NO:55261 (TRU)

OVERALL FLO
PLAN - LEVEL

A2.03

179

1 FLOOR PLAN - LEVEL 4
SCALE: 1/16"

GUESTROOMS - LEVEL 4				
ROOM	GUESTROOM TYPE	ACCESSIBLE	COMM. FEATURES	CONNECTING
401	H2S ONE BEDROOM			
402	H2S STUDIO K1			
403	H2S STUDIO K1			
404	H2S STUDIO K1			
405	H2S STUDIO K1			

GUESTROOMS - LEVEL 5

ROOM #	GUESTROOM UNIT TYPE	ROOM SUITE QUALITY: ACCESSIBLE	ROOM SUITE QUALITY: COMMUNICATION FEATURES	ROOM SUITE QUALITY: ACCESSIBLE/CF
501	H2S STUDIO K1			
502	H2S ONE BEDROOM B1		▲	
503	H2S STUDIO K1			
504	H2S STUDIO K1			
505	H2S STUDIO K1			
506	H2S STUDIO K1			
507	H2S STUDIO K1			
508	H2S STUDIO K1			
509	H2S STUDIO Q1			▲
510	H2S STUDIO K1 (CONN.)			
511	H2S STUDIO Q1			▲
512	H2S STUDIO Q1 (CONN.)			
513	H2S STUDIO Q1			
514	H2S STUDIO K1			
515	H2S STUDIO K1			
516	H2S STUDIO K1			
517	H2S STUDIO K1			
518	H2S STUDIO K1			
519	H2S STUDIO K1			
520	H2S STUDIO K1			
521	H2S STUDIO K1			
522	H2S STUDIO K1			
523	H2S STUDIO K1			
524	H2S STUDIO K1			
525	H2S ONE BEDROOM B2			
526	H2S STUDIO K1			
527	H2S STUDIO K1			
528	H2S STUDIO K1			
529	H2S STUDIO K1		▲	
530	H2S STUDIO K1			
531	H2C STUDIO K1			
532	H2C STUDIO K1 ACC.	▲		

ROOM TOTALS: 32

GUESTROOMS - LEVEL 5

ROOM #	GUESTROOM UNIT TYPE	ROOM SUITE QUALITY: ACCESSIBLE	ROOM SUITE QUALITY: COMMUNICATION FEATURES	ROOM SUITE QUALITY: ACCESSIBLE/CF
534	TRU STUDIO K1			
535	TRU STUDIO K1 (CONN.)			▲
536	TRU STUDIO K1+		▲	
537	TRU STUDIO Q1			
538	TRU STUDIO K1			
539	TRU STUDIO Q1			
540	TRU STUDIO K1			
541	TRU STUDIO Q1			
542	TRU STUDIO K1			
543	TRU STUDIO Q1			
544	TRU STUDIO K1			
545	TRU STUDIO Q1			
546	TRU STUDIO K1			
547	TRU STUDIO Q1			
548	TRU STUDIO K1			
549	TRU STUDIO K1			
550	TRU STUDIO Q1			
551	TRU STUDIO K1			
552	TRU STUDIO K1			

ROOM TOTALS: 19

FIRE-RETARDANT-TREATED WOOD

1. IBC 602.3, TYPE III CONSTRUCTION IS THAT TYPE OF CONSTRUCTION IN WHICH THE EXTERIOR WALLS ARE OF NONCOMBUSTIBLE MATERIALS AND THE INTERIOR BUILDING ELEMENTS ARE OF ANY MATERIALS PERMITTED BY THIS CODE. FIRE-RETARDANT-TREATED WOOD FRAMING COMPLYING WITH SECTION 2303.2 SHALL BE PERMITTED WITHIN EXTERIOR WALL ASSEMBLIES OF A HIGHER RATING OR LESS.
2. ALL WOOD ELEMENTS PART OF THE EXTERIOR WALL ASSEMBLY - STUDS, TOP AND BOTTOM PLATES, HEADERS, FIN JOISTS, PLYWOOD WALL SHEATHING AND ALL BLOCKING - SHALL BE FIRE-RETARDANT-TREATED.
3. IBC 2303.2.1, DECKING PLANKS FOR UNPROTECTED LOWER-LEVEL WOOD STRUCTURAL PANELS, AS SPECIFIED IN SECTION 2303.1, SHALL BE ADJUSTED FOR FIRE-RETARDANT-TREATED WOOD. ADJUSTMENTS TO DESIGN VALUES SHALL BE BASED ON AN APPROVED METHOD OF TESTING. IN THAT TAKES INTO CONSIDERATION THE EFFECTS OF THE ANTICIPATED TEMPERATURE AND HUMIDITY TO WHICH THE FIRE-RETARDANT-TREATED WOOD WILL BE EXPOSED. THE TYPE OF FIRE-RETARDANT AND KILN-DRYING PROCESS USED.
4. ALL FIRE-RETARDANT-TREATED LUMBER AND WOOD STRUCTURAL PANELS SHALL BE LABELED BY IBC 2303.1 AND IBC 2303.2.
5. FASTENERS, INCLUDING NUTS AND WASHERS, AND CONNECTORS IN CONTACT WITH FIRE-RETARDANT-TREATED WOOD SHALL COMPLY WITH IBC 2304.10.5.

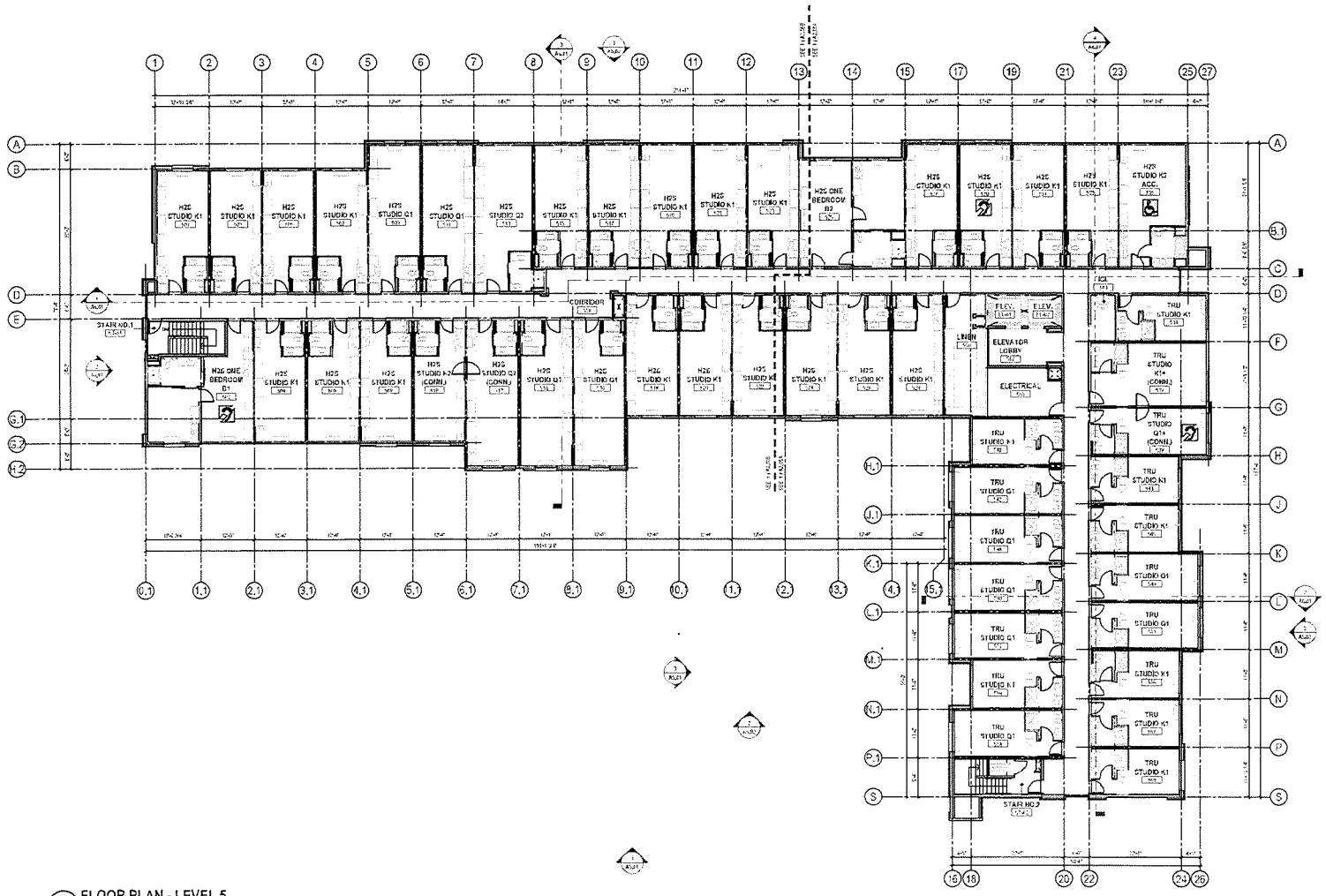
FLOOR PLAN LEGEND

SYMBOL	DESCRIPTION
	ACCESSIBLE GUESTROOM
	GUESTROOM WITH COMMUNICATION FEATURES (HEARING IMPAIRED)

NOTES:
1. SEE SHEETS G1.11—G1.13 FOR ACCESSIBILITY REQUIREMENTS.
2. SEE SHEETS A1.11—A1.13 FOR WALL TYPES, WALL STC & CAN/ULSH SOUNDCURVE AND CEILING AND SOUND ASSEMBLY RATINGS.
3. SEE SHEET A2.11 FOR FURTHER DOOR INFORMATION.
4. SEE SHEET A2.11 FOR FURTHER RATINGS INFORMATION.

FLOOR PLAN GENERAL NOTES

1. ALL DIMENSIONS ARE TO FACE OF STUD OR FACE OF CONCRETE, TYP., UNLESS NOTED. REFER TO BOTH ARCHITECTURAL AND STRUCTURAL DRAWINGS BEFORE COMMENCING WORK ON FOOTING AND FOUNDATION.
2. ALL SHEETS HAVE DIMENSIONS WALL DIMENSIONS ARE TO CENTERLINE OF STUD WALLS.
3. ALL DIMENSIONS ARE FROM FINISH OF WALLS, ALL DIMENSIONS AS REQUIRED AT SHEAR WALL CONDITIONS, FURR OUT AS NEEDED TO ACCOMMODATE SHEAR WALLS.
4. SEE STRUCTURAL DRAWINGS FOR SIZES AND PLACEMENT OF ALL STRUCTURAL MEMBERS.
5. SEE MECHANICAL DRAWINGS FOR ALL HEATING, VENTILATION AND AIR CONDITIONING EQUIPMENT AND DUCTWORK.
6. SEE ELECTRICAL DRAWINGS FOR ALL POWER, LIGHTING AND ELECTRICAL EQUIPMENT AND REQUIREMENTS.
7. SEE CIVIL DRAWINGS FOR ACTUAL FINISH FLOOR ELEVATIONS. ARCHITECTURAL FIRST FLOOR ELEVATIONS INDICATED AS 0'-0".
8. SEE ENLARGED PLANS FOR ADDITIONAL INFORMATION REGARDING WALL TYPES AND FLOOR FINISH. DETAILED PLANS TAKE PRECEDENCE OVER SMALLER SCALE DRAWINGS. REPORT ANY DISCREPANCIES TO THE ARCHITECT BEFORE PROCEEDING WITH WORK.
9. FIRE-RATED WALLS SHALL NOT BE PENETRATED BY ANY ITEM THAT LESSEN FIRE RATING OR INTEGRITY OF WALL. SEE EGRESS PLANS AND WALL TYPES FOR MORE INFORMATION.
10. ALL DOORWAYS SHALL BE AT LEAST 36" CLEAR.
11. ADJACENT AND OPPOSING DOORS SHALL BE DESIGNED TO THE GOVERNING CODES.
12. ALL DOORS TO BE 6" FROM FACE OF STUD ON HINGE SIDE OF DOOR, U.N.O.
13. "HEIGHT SHALL MEAN TO ACCURATELY LOCATE ITEMS PLACED IN THE SAME PLANE.
14. "TYPICAL" SHALL MEAN THAT THE CONDITIONS REPRESENTATIVE FOR SIMILAR CONDITIONS THROUGHOUT, UNLESS NOTED OTHERWISE. ON TABLE ARE USUALLY FIELD DESIGNATED "TYP." ONLY SHEET ONE EACH SHEET.
15. TO THE MAXIMUM EXTENT POSSIBLE, FLOOR CLEANOUTS TO BE LOCATED IN PUBLIC RESTROOMS, CLOSETS, AND NOT IN GUESTROOMS. ALL FLOOR CLEANOUTS LOCATED IN COMPLETED AREAS TO BE FITTED WITH CARPET INSERTS. ALL CLEANOUTS TO BE FLUSH WITH FLOOR FINISH.
16. NO METALLIC OR METALLINES SHALL BE USED IN ANY PLUMBING SYSTEM.
17. WATER CLOSET WASTE LINES TO BE LOCATED IN WALL CHASES AND NOT IN CEILING.
18. CONTRACTOR TO VERIFY LOCATION OF ALL CHECK VALVES, ACCESS PANELS, FIRE ALARM DEVICES, ETC. BY CONSULTING FOR APPROVAL PRIOR TO ROUGH-IN.
19. ALL INSULATION MATERIALS, INCLUDING ADHESIVES, INSTALLED WITHIN CEILING ATTICSPACES, WALLS, CRAWL SPACES, OR ATTIC SPACES SHALL HAVE A FLAME SPREAD NOT TO EXCEED 25 AND A SMOKE DENSITY NOT TO EXCEED 450.
20. SEE DETAILS 9/A0.11 AND 8/A0.11 FOR FIRE PROTECTION OF STEEL BEAMS AND/OR SUPPORTS.
21. SEE DETAILS 11, 12 AND THROUGH-PENETRATION FIRESTOP LEGEND ON SHEET A0.11 FOR PENETRATIONS IN FIRE ASSEMBLIES.
22. WHERE NOT NOTED ELECTRICAL, SEE A2.11 SIDE ENTRY DETAILS FOR INSTALLATION INSTRUCTIONS.



1 FLOOR PLAN - LEVEL 5
1/32" = 1'-0"

Hawkeye

designcell ARCHITECTURE
1723 BELLEVUE CENTER DRIVE, SUITE 210
FORT WAYNE, INDIANA 46805
260.490.1111

10/14/2020

HOME2 SUITES & TRU BY HILTON

5-STORY, 219 GUESTROOMS
PROJECT NO.: 19-157ND / IASNMDHT / ID NO:55280 (H2S)
PROJECT NO.: 19-158ND / IASNMRU / ID NO:55281 (TRU)

FINAL PERMIT SUBMITTAL 0
REVISIONS

Copyright Design Cell Architecture, Inc.
These drawings are not to be scaled. Contractor shall check and verify all dimensions and report discrepancies to the architect before proceeding with the work.

PROJECT NUMBER 19.0805

OVERALL FLO
PLAN - LEVEL

A2.05

Entity - Badger Lodging LLC
Trade Name - Home2 Suites & Tru by Hilton Madison
Agent - Mandy Bublitz
Address - 2403 East Springs Drive, Madison, WI 53704

"Menus"

Offerings: Breakfast / Grab N Go, No dinner or lunch service, Alcohol

Breakfast

- Bagels
- Donut
- English Muffin - Plain Wheat, Honey Wheat, Whole Wheat
- Bread - White, Wheat
- Cereal/Oats
    - Hot/Plain, Oatmeal, Apple Cinnamon
    - Assorted Toppings
- Yogurt
- Eggs, Sausage, Bacon, Omlets (frozen, not prepared at hotel)
- Waffle
- Fruit

Snacks

- Rice Crispies
- Trail Mix
- Cheeze Its

Drinks

- Cocoa
- Coffee - Regular, Decaf
- Teas - assorted
- Dairy - Milk , 2%, Skim
- Juices - Cranberry, Orange
- Water

Condiments

- Butter, Cream Cheese, Margarine
- Creamer, Sugar, Equal, Cane Sugar, Stevia
- Ketchup, Mustard, Salsa, Salt, Pepper, Syrup

Alcohol

- Assorted Beer
- Assorted Hard Seltzer
- Assorted Single Serve Wine

July 2025 ALRC New License

Class A Licenses.csv

All items

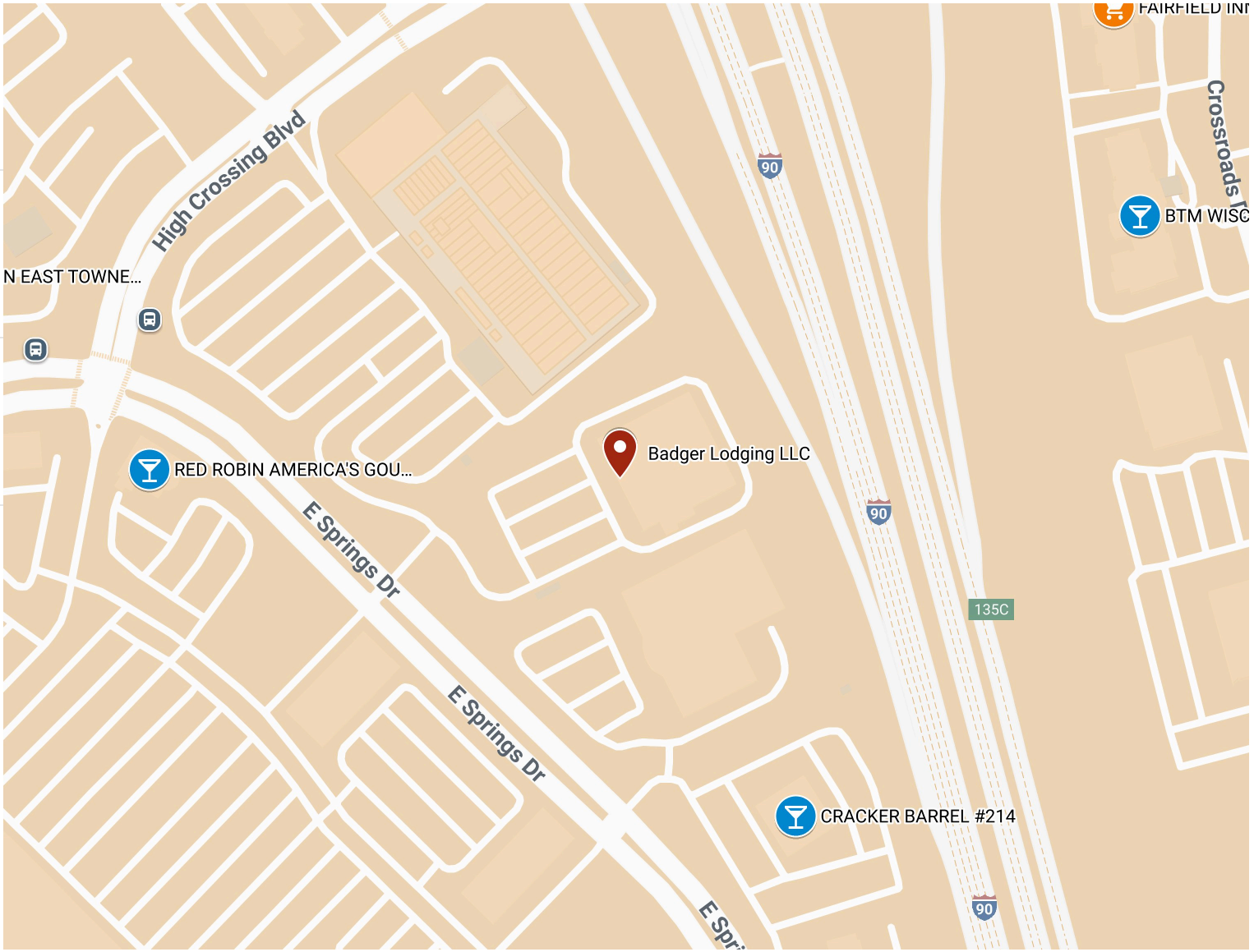
Class B Licenses.csv

All items

New Licenses.xlsx

All items

New licenses are drops, existing licenses are dots.



City of Madison

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

Master

File Number: 88807

File ID:	88807	**File Type:**	License	**Status:**	Council Public Hearing
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	06/18/2025
File Name:				**Final Action:**	

Title: Public Hearing - New License
Madison Children's Museum • dba Madison Children's Museum
100 N Hamilton St • Agent: Susan Ramspacher
Estimated Capacity (in/out): 750/250
Class B Combination Liquor & Beer • 40% alcohol, 60% food
Police Sector 406 (District 4)

Notes:

		CC Agenda Date:	07/01/2025
		Agenda Number:	9.
Sponsors:		**Effective Date:**	
Attachments:	LICLIB-2025-00571 App.pdf, LICLIB-2025-00571 Supplemental.pdf, 100 N Hamilton St 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	06/18/2025	Referred for Introduction				

Action Text: This License was Referred for Introduction
Notes: Alcohol License Review Committee- Public Hearing (7/16/25), Common Council (8/5/25)

1	COMMON COUNCIL	07/01/2025	Refer For Public Hearing	ALCOHOL LICENSE REVIEW COMMITTEE	07/16/2025	Pass

Action Text: A motion was made by Vidaver, seconded by Govindarajan, to Refer For Public Hearing to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other.

1	ALCOHOL LICENSE REVIEW COMMITTEE	07/16/2025	RECOMMEND TO COUNCIL TO GRANT - PUBLIC HEARING			Pass

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

Two registrations in support.

Text of Legislative File 88807

Title

Public Hearing - New License
Madison Children's Museum • dba Madison Children's Museum
100 N Hamilton St • Agent: Susan Ramspacher
Estimated Capacity (in/out): 750/250
Class B Combination Liquor & Beer • 40% alcohol, 60% food
Police Sector 406 (District 4)

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) _____

LICLIB-2025-00571
(License number)

4, Verveer (Alder District #) 406 (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.
   Madison Children's Museum, Inc.
2. Trade Name (doing business as) Madison Children's Museum
3. Address to be licensed 100 N. Hamilton St, Madison, WI 53703
4. Mailing address 100 N Hamilton St, Madison, WI 53703
5. Anticipated opening date Sept 1, 2025
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 is served in all indoor areas that are open to the public - 1st Fl, 2nd Fl, Rooftop Clubhouse (5th Fl). Alcohol is also served in our fenced in outdoor space on street level/Wonder-ground and on our developed rooftop. On occasion our ground level parking lot/loading dock and administrative areas on our ground flour and 4th flour are used for service.

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

   Indoor: 750 Outdoor: 250

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

   The museum maintains NO customer parking. 3 on-site parking stalls are used by vendors in our loading dock area. Customers use metered street parking & parking ramps

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

   ☐ No ☒ Yes, license issued to Chef Dave Madison (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 Susan Ramspacher

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

14. How long has the agent continuously resided in the State of Wisconsin? 32 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 4/17/25

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

   WI, ~~September 1980~~ October 23, 1980

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
Chair	Matthew Cornwell	Madison, WI
Vice Chair	Kristin Shutts	Madison, WI
Treasurer	Joel Martin	Madison, WI
Secretary	Sydney VanBerg	Madison, WI

(see extra page)

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.

   Tom Linfield

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) _____

madison children's museum

Corporate Officers 2025

Chair, Matthew Cornwell, 4606 Prairie Fire Ct, Deforest, WI 53532
Vice Chair, Kristin Shutts, 225 Princeton Ave, Madison, WI 53726
Treasurer, Joel Martin, 466 Orchard Dr, Madison, WI 53711
Secretary, Sydney VanBerg, 1 Vista Rd, Madison, WI 53726
Officer at large, Sarah Condella, 3444 Lake Mendota Dr, Madison, WI 53705
Officer at large, Michelle Chang-DerBedrosian, 2398 Blue Heron Blvd, Sun Priaire, WI 53590

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 Children's Museum holding public events and private rental events such as weddings (primarily adults with attended children occassionally present)

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. Available for event rentals during these hours. Host 2-3 events per week maximum

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
4:30 - 11:00 pm	4:30 - 11 pm	4:30 - 11 pm	4:30 - 11 pm	8:30 - 11 pm	4:30 - 11 pm	4:30 - 11 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. food, entertainment, gift shop, play, education

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:

40 % Alcohol 60 % 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? Bands, DJs, Solo performers such as stilt walkers, magicians, etc.

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, 2026.

38. State Seller's Permit 456-10253690120-03

39. Federal Employer Identification Number 43-1956290

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

Contact person Susan Ramspacher

Business phone 608-354-0540 Business e-mail address sramspacher@madisonchildrensmuseum.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 _____

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) 6/10/25

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 N/A
☑ 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

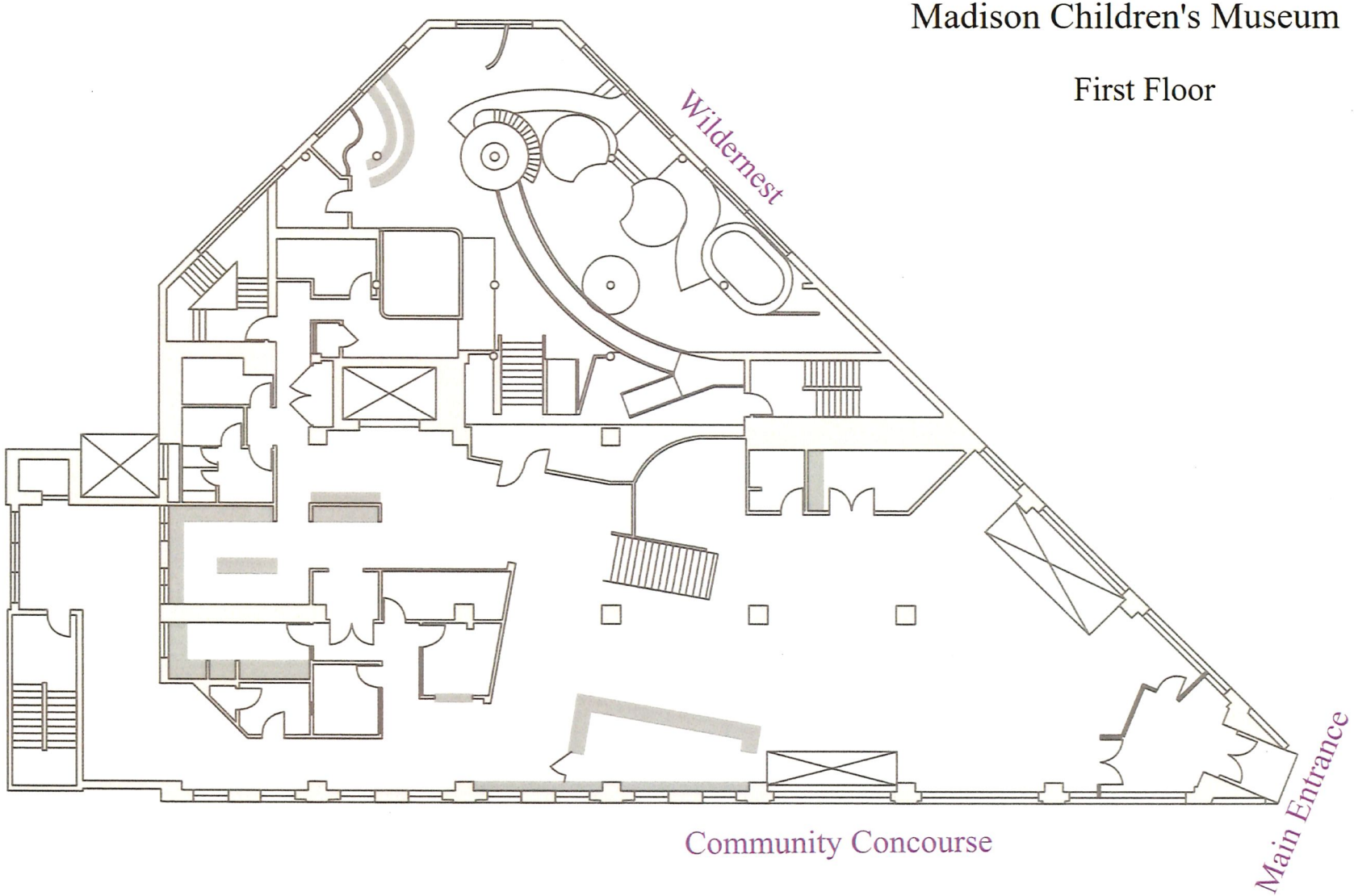
Date complete application filed with Clerk's Office _____

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

Date provisional issued _____ Date license issued _____

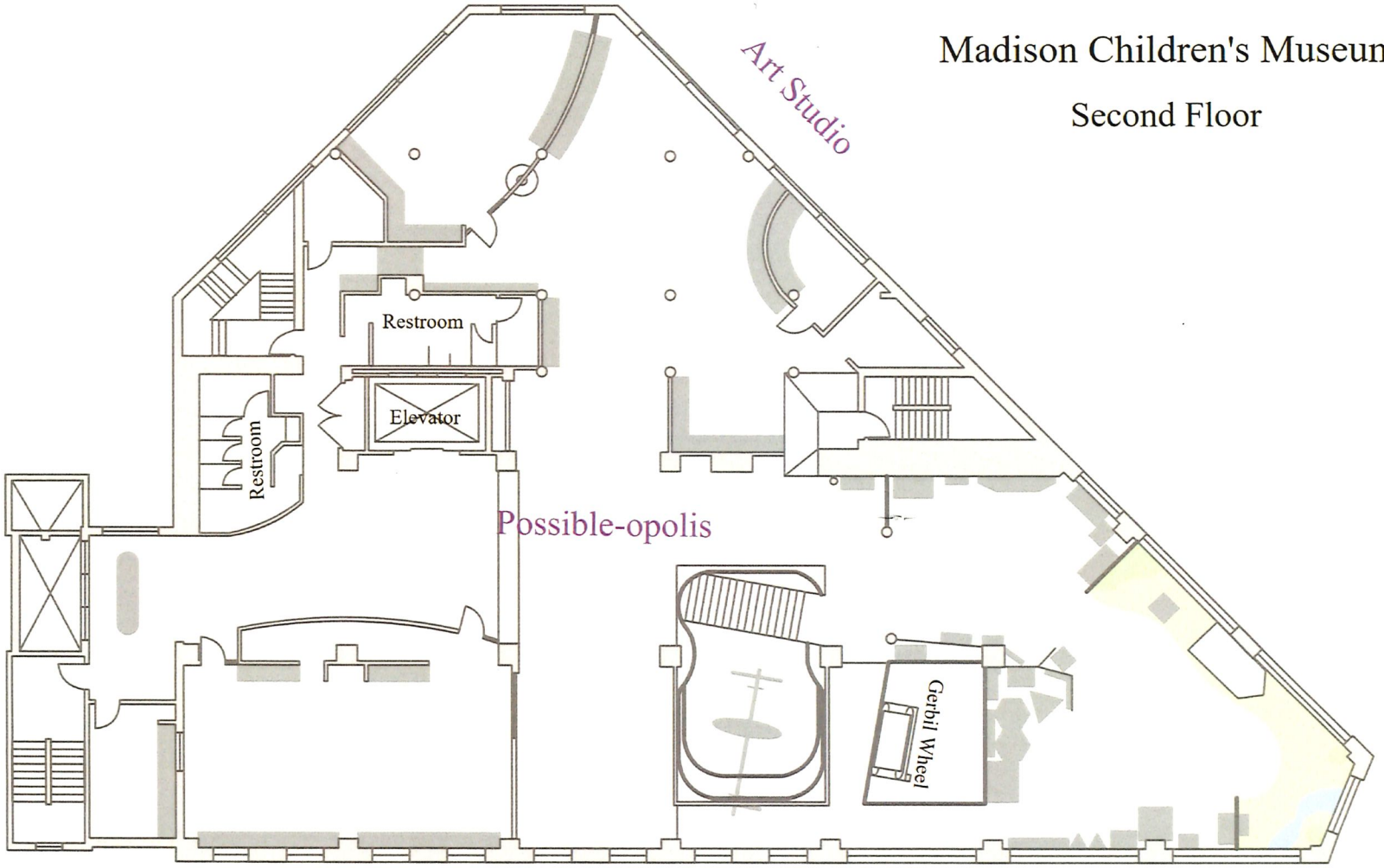
Madison Children's Museum

First Floor



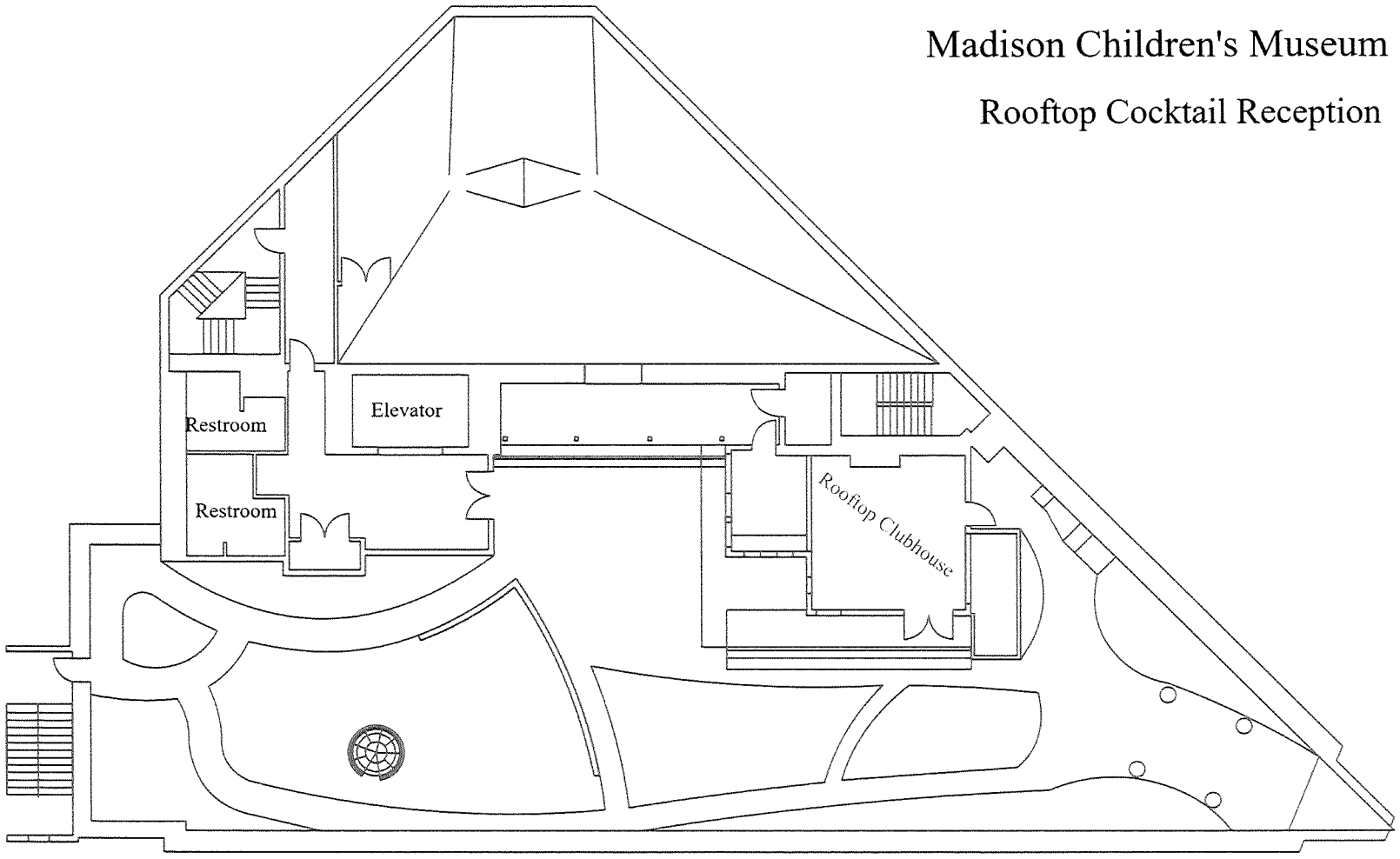
Madison Children's Museum

Second Floor



Madison Children's Museum

Rooftop Cocktail Reception



Capital Point

madison children's museum

Bar Service

Beer Premium Local – Delta Beer Lab	$9
Wine by the glass	$10
Batch Cocktail	$10
Classic Cocktails	$12

Food

Rental events will hire caterers and primarily offer hosted buffet (dinner or appetizers)or plated dinner

MCM sponsored events include food carts for guests to purchase food or hosted catered buffet for all guests

July 2025 ALRC New License

Class A Licenses.csv

All items

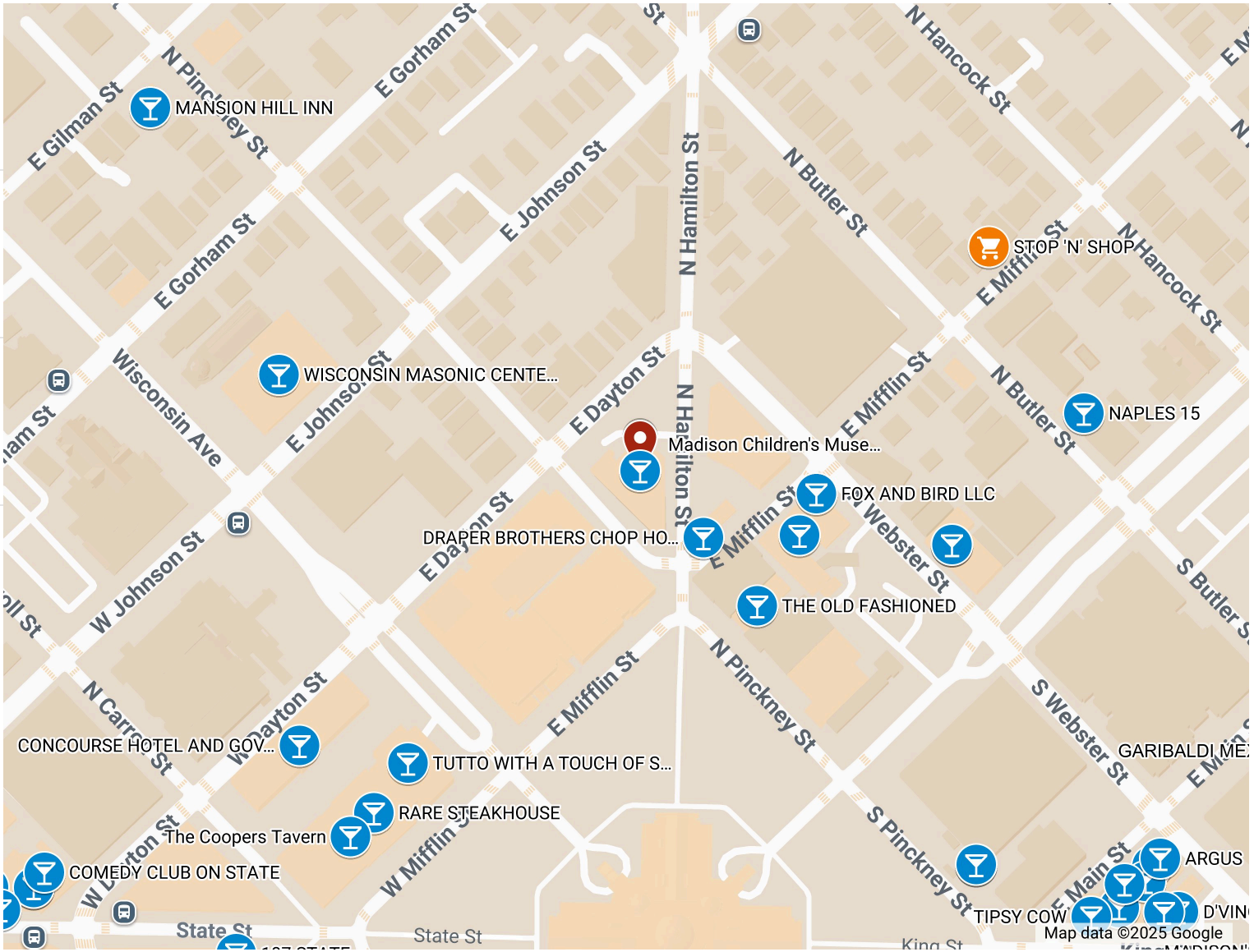
Class B Licenses.csv

All items

New Licenses.xlsx

All items

New licenses are drops, existing licenses are dots.



City of Madison

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

Master

File Number: 88718

File ID:	88718	**File Type:**	Ordinance	**Status:**	Council Public Hearing
Version:	1	**Reference:**		**Controlling Body:**	PLAN COMMISSION
				File Created Date :	06/10/2025
File Name:	Tulane Avenue Rezone			**Final Action:**	

Title: Creating Section 28.022-00721 of the Madison General Ordinances to change the zoning of property located at 3565 Tulane Avenue from TR-C2 (Traditional Residential-Consistent 2) District to PD(GDP) (Planned Development-General Development Plan) District and creating Section 28.022-00722 to approve a Specific Implementation Plan. (District 15)

Notes: 6969TulaneRZ

		CC Agenda Date:	08/05/2025
		Agenda Number:	10.
Sponsors:	Planning Division	**Effective Date:**	
Attachments:	3565 Tulane Avenue.pdf, Project Plans.pdf, Public Comment 7-10-25.pdf, Public Comments 7-11-25.pdf, Public Comments 7-19-25.pdf, Staff Comments, Link to CSM File 88559, Public Comments 7-20 to 7-27.pdf, Public Comments 7-28-25.pdf, Staff Comments - Addendum	**Enactment Number:**	
Author:	Kate Smith	**Hearing Date:**	
Entered by:	mglaeser@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	6/12/2025	Michael Haas	Approved as to Form	7/2/2025
1	2	6/12/2025	Maggie McClain	Approve	7/2/2025

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Attorney's Office	06/10/2025	Referred for Introduction				

Action Text: This Ordinance was Referred for Introduction
Notes: Plan Commission Public Hearing (7/28/25), Common Council (8/5/25)

1	COMMON COUNCIL	06/17/2025	Referred for Public Hearing	PLAN COMMISSION	07/28/2025	
	Action Text:	This Ordinance was Referred for Public Hearing to the PLAN COMMISSION				
1	PLAN COMMISSION	07/28/2025	RECOMMEND TO COUNCIL TO ADOPT - PUBLIC HEARING			Pass
	Action Text:	A motion was made by Guequierre, seconded by Glenn, to RECOMMEND TO COUNCIL TO ADOPT - PUBLIC HEARING. The motion passed by voice vote/other.				
	Notes:	On a motion by Alder Guequierre, seconded by Alder Glenn, the Plan Commission found the standards met and voted to recommend to Common Council to adopt the zoning map amendment subject to the conditions in the staff report. The motion passed by voice vote/other.				

Text of Legislative File 88718

Fiscal Note

No City appropriation required.

Title

Creating Section 28.022-00721 of the Madison General Ordinances to change the zoning of property located at 3565 Tulane Avenue from TR-C2 (Traditional Residential-Consistent 2) District to PD(GDP) (Planned Development-General Development Plan) District and creating Section 28.022-00722 to approve a Specific Implementation Plan. (District 15)

Body

DRAFTER'S ANALYSIS: This ordinance amendment rezones property located at 3565 Tulane Avenue from TR-C2 (Traditional Residential-Consistent 2) District to PD (Planned Development) District and approves a General Development Plan and a Specific Implementation Plan to construct a two-story, 7,000 square foot community center and a three-story, 26-unit apartment building.

****

The Common Council of the City of Madison do hereby ordain as follows:

1. Map Amendment 00721 of Section 28.022 of the Madison General Ordinances is hereby created to read as follows:

“28.022-00721. The following described property is hereby rezoned to PD(GDP) (Planned Development-General Development Plan) District.

Lots 1-7, Block 2, Lake View Place, City of Madison, Dane County, Wisconsin. Said described area contains 38,389 square feet (0.88 acres).”

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 00722 of Section 28.022 of the Madison General Ordinances is hereby created to read as follows:

“28.022-00722. A Planned Development District Specific Implementation Plan is hereby approved for the following described property:

Block 2, Lake View Place, City of Madison, Dane County, Wisconsin. Said described area contains 38,389 square feet (0.88 acres)."

REQUEST FOR AMENDMENT TO THE MADISON GENERAL ORDINANCES

TO: Michael R. Haas, City Attorney

Proposed/Current Section No. _____

Amendment: x
Repeal: _____
Creation: _____

FROM: Tim Parks, Planning Division

Please draft the following ordinance:

Note: Is this ordinance exempt from the provisions of Section 2.05(4)?

_____ If so, **circle** the appropriate paragraph number under which exemption is claimed. [1, 2, 3, 4, 5, 6, 7, 8, 9]

_____ If not, the signature of the Mayor or the Alderperson who will sponsor this ordinance is required below.

See Attachment(s): ____

Date to be Presented: 17 June 2025

Referral(s): Plan Commission: 28 July 2025; Common Council: 5 August 2025

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 3565 Tulane Avenue Alder District 15

From TR-C2 District To PD(GDP-SIP) District

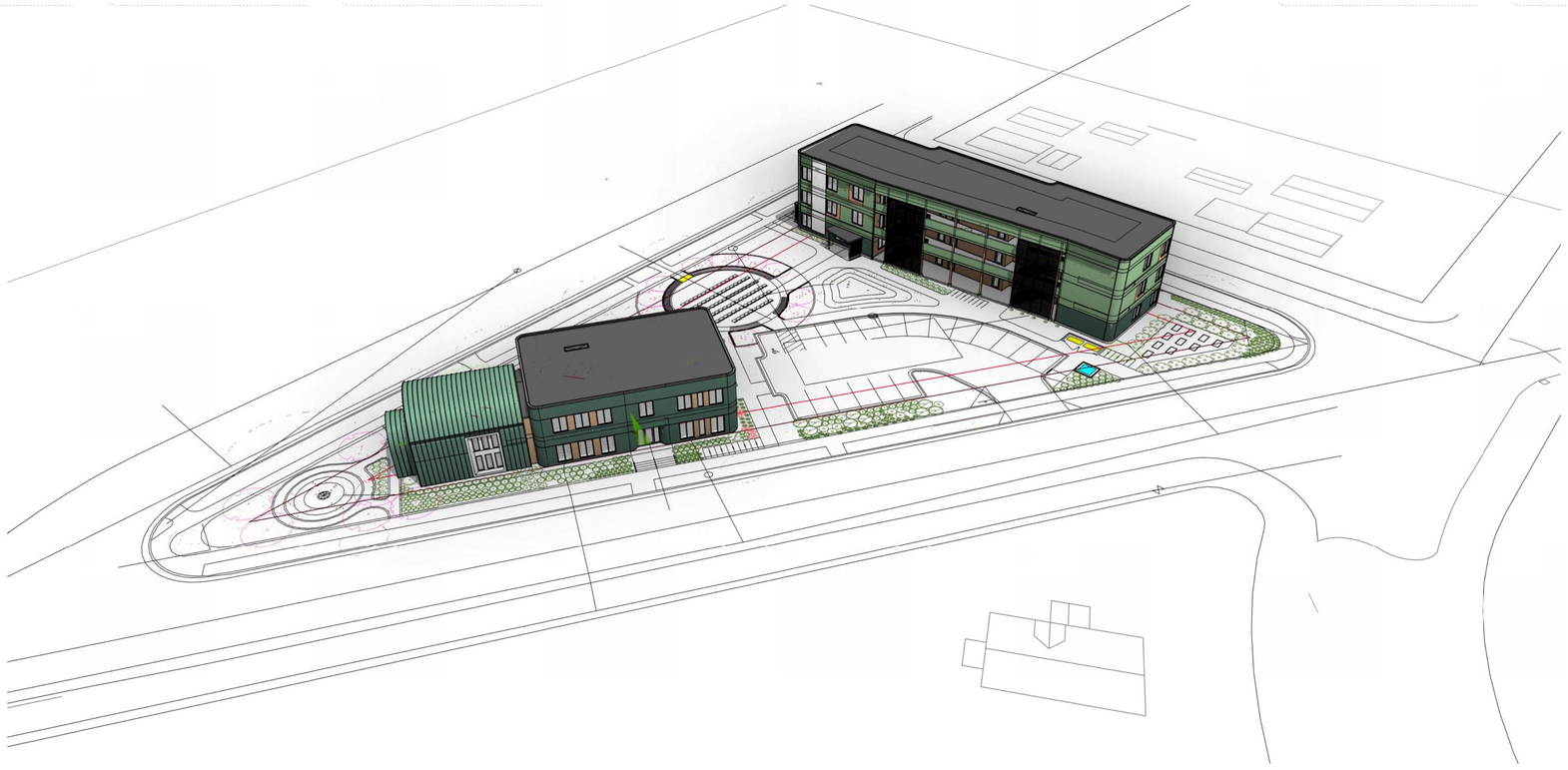
Proposed Use: Approve General Development Plan and Specific Implementation Plan to construct a two-story, 7,000 sq. ft. community center and a three-story, 26-unit apartment building

By Direction Of: _____ Date: 9 June 2025

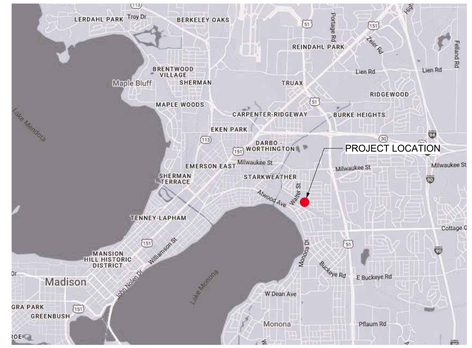
Meagan Tuttle, Director Planning Division

EASTMORLAND COMMUNITY CENTER + HOUSING

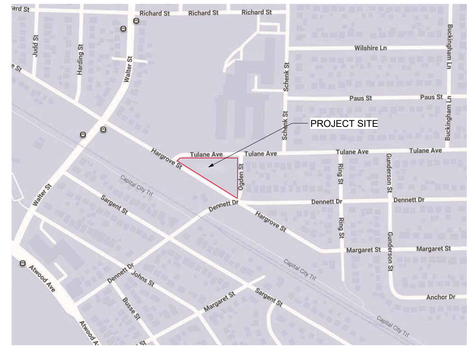
COMMON GRACE, LLC | 3565 TULANE AVENUE, MADISON, WISCONSIN



PROJECT RENDERING



MAP - AERIAL VIEW



MAP - PROJECT LOCATION

SHEET INDEX

GENERAL
G000 COVER SHEET
CIVIL
V001 SURVEY
C100 SITE PLAN
C101 SITE DEMOLITION PLAN
C102 FIRE APPARATUS ACCESS PLAN
C200 GRADING PLAN
C300 UTILITY PLAN
LANDSCAPE
L100 LANDSCAPE PLAN
L101 PLANTING SCHEDULE
L102 RENDERED SITE PLAN
ARCHITECTURAL
D011 DEMOLTION - EXIST PHOTOS AND SITE CONTEXT
A010 SITE PLAN - ARCHITECTURAL
A020 ARCHITECTURAL RENDERINGS
A021 ARCHITECTURAL RENDERINGS
AA100 BUILDING A - FLOOR PLAN - FOUNDATION
AA101 BUILDING A - FLOOR PLAN - LEVEL 01 AND 02
AA102 BUILDING A - FLOOR PLANS - LEVEL 03 AND ROOF
AA201 BUILDING A - ELEVATIONS - EXTERIOR
AA202 BUILDING A - ELEVATIONS - EXTERIOR - COLOR
BA101 BUILDING B - FLOOR PLAN - FOUNDATION AND LEVEL 01
BA102 BUILDING B - FLOOR PLAN - LEVEL 02 AND ROOF
BA201 BUILDING B - ELEVATIONS - EXTERIOR
BA202 BUILDING B - ELEVATIONS - EXTERIOR - COLOR

201

Issued For	Revision	Date

CLIENT

COMMON GRACE, LLC
3565 TULANE AVENUE
MADISON, WI 53714

DEVELOPER

THRESHOLD SACRED DEVELOPMENT
2020 EASTWOOD DRIVE
MADISON, WI 53704

ARCHITECT | BUILDER

THRESHOLD BUILDS
2020 EASTWOOD DRIVE
MADISON, WI 53704

CIVIL ENGINEER

WYSER ENGINEERING
300 EAST FRONT STREET
MOUNT HOREB, WI 53572

STRUCTURAL ENGINEER

-

LANDSCAPE ARCHITECT

BERNAU DESIGN
3901 SAINT CLAIRE STREET
MADISON, WI 53711

INTERIOR DESIGNER

ART & SONS
2020 EASTWOOD DRIVE
MADISON, WI 53704

PROJECT TEAM
THRESHOLD BUILDS
THRESHOLD SACRED DEVELOPMENT
WYSER ENGINEERING
STRUCTURAL ENGINEER
BERNAU DESIGN
ART & SONS

NOT FOR CONSTRUCTION

CLIENT
COMMON GRACE, LLC

STATUS
LAND USE SUBMITTAL

PROJECT
EASTMORLAND COMMUNITY CENTER + HOUSING

INFORMATION
PROJECT NO 24-0012
DATE 2025.05.27
DRAWN BY SM
CHECKED BY SM

Copyright © 2025 Threshold Builds, LLC

SHEET NAME
COVER SHEET

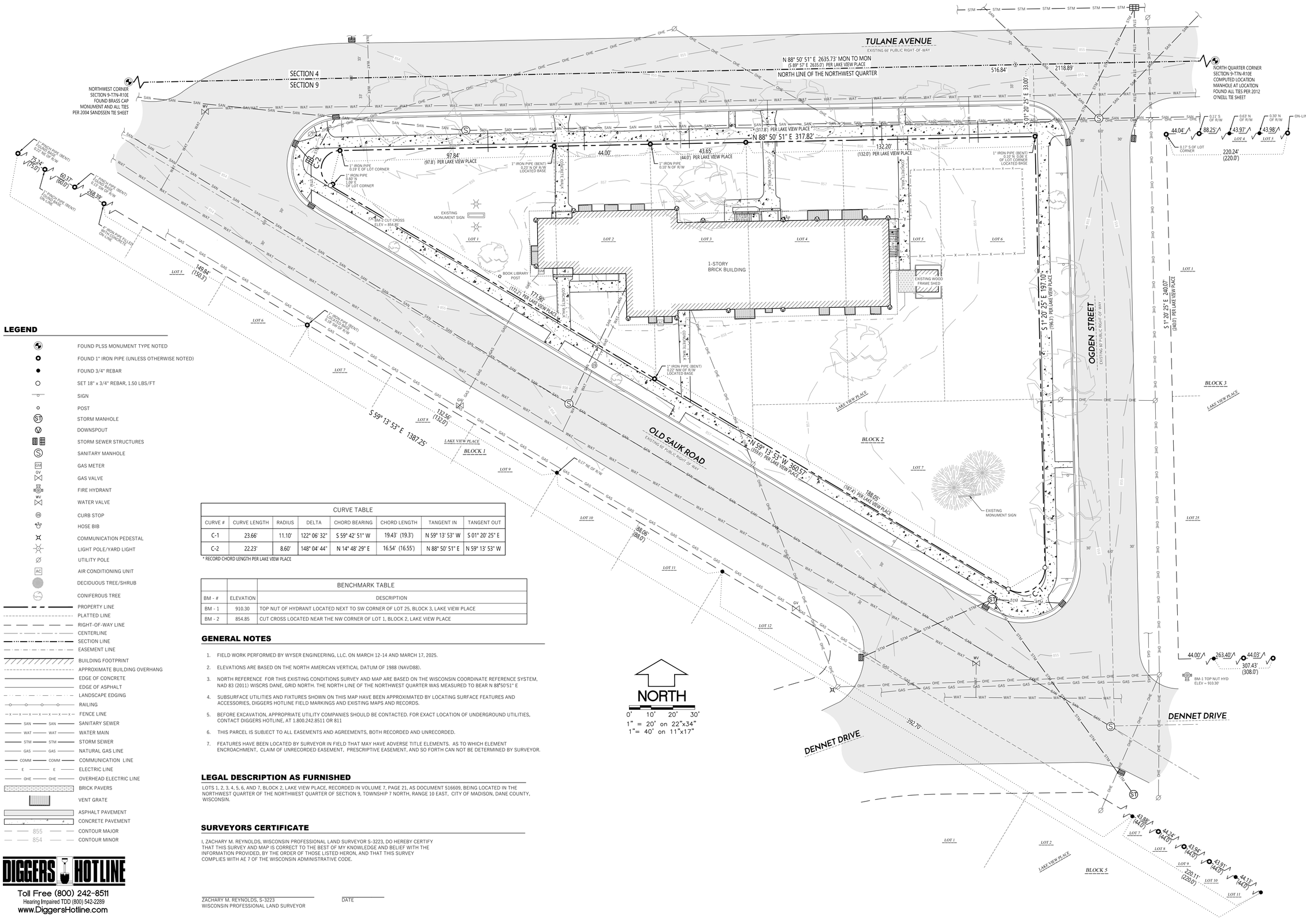
THRESHOLD BUILDS

REVISION
SHEET NO
G000

2 INCHES
IF ACTUAL DIMENSION IS NOT 2 INCHES THE SHEET IS SCALED INCORRECTLY

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LEGEND

- FOUND PLSS MONUMENT TYPE NOTED
- FOUND 1" IRON PIPE (UNLESS OTHERWISE NOTED)
- FOUND 3/4" REBAR
- SET 18" x 3/4" REBAR, 1.50 LBS/FT
- SIGN
- POST
- STORM MANHOLE
- DOWNSPOUT
- STORM SEWER STRUCTURES
- SANITARY MANHOLE
- GAS METER
- GAS VALVE
- FIRE HYDRANT
- WATER VALVE
- CURB STOP
- HOSE BIB
- COMMUNICATION PEDESTAL
- LIGHT POLE/YARD LIGHT
- UTILITY POLE
- AIR CONDITIONING UNIT
- DECIDUOUS TREE/SHRUB
- CONIFEROUS TREE
- PROPERTY LINE
- PLATTED LINE
- RIGHT-OF-WAY LINE
- CENTERLINE
- SECTION LINE
- EASEMENT LINE
- BUILDING FOOTPRINT
- APPROXIMATE BUILDING OVERHANG
- EDGE OF CONCRETE
- EDGE OF ASPHALT
- LANDSCAPE EDGING
- RAILING
- FENCE LINE
- SANITARY SEWER
- WATER MAIN
- STORM SEWER
- NATURAL GAS LINE
- COMMUNICATION LINE
- ELECTRIC LINE
- OVERHEAD ELECTRIC LINE
- BRICK PAVERS
- VENT GRATE
- ASPHALT PAVEMENT
- CONCRETE PAVEMENT
- CONTOUR MAJOR (855)
- CONTOUR MINOR (854)

DIGGERS HOTLINE
Toll Free (800) 242-8511
Hearing Impaired TDD (800) 542-2289
www.DiggersHotline.com

CURVE TABLE							
CURVE #	CURVE LENGTH	RADIUS	DELTA	CHORD BEARING	CHORD LENGTH	TANGENT IN	TANGENT OUT
C-1	23.66'	11.10'	122° 06' 32"	S 59° 42' 51" W	19.43' (19.3')	N 59° 13' 53" W	S 01° 20' 25" E
C-2	22.23'	8.60'	148° 04' 44"	N 14° 48' 29" E	16.54' (16.55')	N 88° 50' 51" E	N 59° 13' 53" W

* RECORD CHORD LENGTH PER LAKE VIEW PLACE

BENCHMARK TABLE		
BM - #	ELEVATION	DESCRIPTION
BM - 1	910.30	TOP NUT OF HYDRANT LOCATED NEXT TO SW CORNER OF LOT 25, BLOCK 3, LAKE VIEW PLACE
BM - 2	854.85	CUT CROSS LOCATED NEAR THE NW CORNER OF LOT 1, BLOCK 2, LAKE VIEW PLACE

GENERAL NOTES

1. FIELD WORK PERFORMED BY WYSER ENGINEERING, LLC. ON MARCH 12-14 AND MARCH 17, 2025.
2. ELEVATIONS ARE BASED ON THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD88).
3. NORTH REFERENCE FOR THIS EXISTING CONDITIONS SURVEY AND MAP ARE BASED ON THE WISCONSIN COORDINATE REFERENCE SYSTEM, NAD 83 (2011) WISCRS DANE, GRID NORTH. THE NORTH LINE OF THE NORTHWEST QUARTER WAS MEASURED TO BEAR N 88°50'51" E
4. SUBSURFACE UTILITIES AND FIXTURES SHOWN ON THIS MAP HAVE BEEN APPROXIMATED BY LOCATING SURFACE FEATURES AND ACCESSORIES, DIGGERS HOTLINE FIELD MARKINGS AND EXISTING MAPS AND RECORDS.
5. BEFORE EXCAVATION, APPROPRIATE UTILITY COMPANIES SHOULD BE CONTACTED. FOR EXACT LOCATION OF UNDERGROUND UTILITIES, CONTACT DIGGERS HOTLINE, AT 1.800.242.8511 OR 811
6. THIS PARCEL IS SUBJECT TO ALL EASEMENTS AND AGREEMENTS, BOTH RECORDED AND UNRECORDED.
7. FEATURES HAVE BEEN LOCATED BY SURVEYOR IN FIELD THAT MAY HAVE ADVERSE TITLE ELEMENTS. AS TO WHICH ELEMENT ENCROACHMENT, CLAIM OF UNRECORDED EASEMENT, PRESCRIPTIVE EASEMENT, AND SO FORTH CAN NOT BE DETERMINED BY SURVEYOR.

LEGAL DESCRIPTION AS FURNISHED

LOTS 1, 2, 3, 4, 5, 6, AND 7, BLOCK 2, LAKE VIEW PLACE, RECORDED IN VOLUME 7, PAGE 21, AS DOCUMENT 516609, BEING LOCATED IN THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 9, TOWNSHIP 7 NORTH, RANGE 10 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN.

SURVEYORS CERTIFICATE

I, ZACHARY M. REYNOLDS, WISCONSIN PROFESSIONAL LAND SURVEYOR S-3223, DO HEREBY CERTIFY THAT THIS SURVEY AND MAP IS CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF WITH THE INFORMATION PROVIDED, BY THE ORDER OF THOSE LISTED HERON, AND THAT THIS SURVEY COMPLIES WITH AE 7 OF THE WISCONSIN ADMINISTRATIVE CODE.

ZACHARY M. REYNOLDS, S-3223
WISCONSIN PROFESSIONAL LAND SURVEYOR

DATE

WYSER ENGINEERING

PREPARED BY:
WYSER ENGINEERING
300 EAST FRONT S TREET
MOUNT HOREB, WI 53572
www.wyserengineering.com

PREPARED FOR:
THRESHOLD DEVELOPMENT GROUP
2020 EAST WOOD DRIVE
MADISON, WI 53704

SURVEYED BY: MAL
DRAWN BY: SCH
APPROVED BY: ZMR

3565 TULANE AVENUE
MADISON, WI 53714

ALL OF LOTS 1,2,3,4,5,6,&7, BLOCK 2
LAKE VIEW PLACE
SECTION 9, T-7-N, R-10-E
CITY OF MADISON, DANE COUNTY, WI

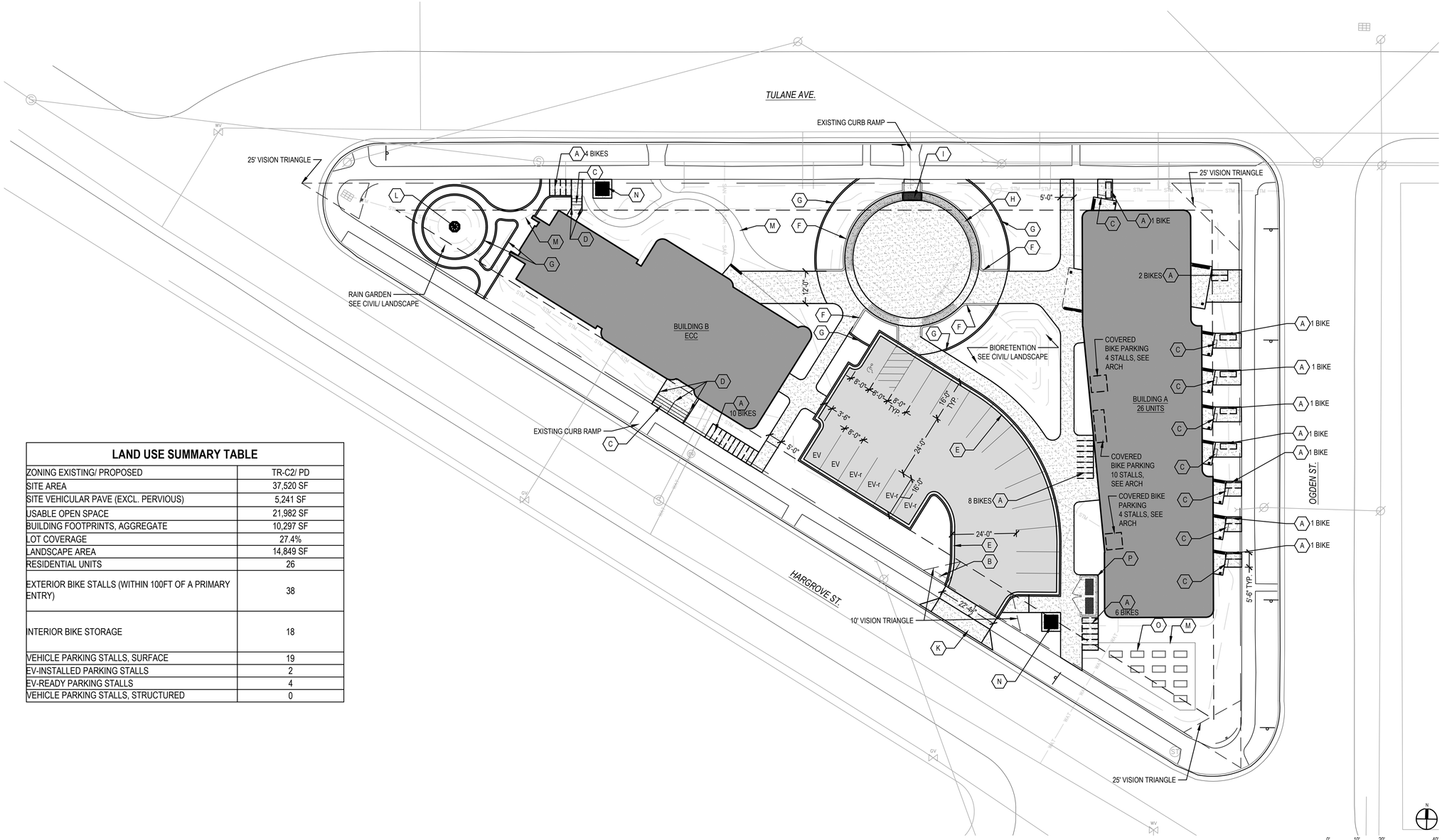
Sheet Title:
BOUNDARY, TOPO, AND UTILITY SURVEY

Revisions:

No.	Date:	Description:

Graphic Scale	0' 5' 10' 20' 30'
Wyser Number	25-1399
Set Type	SURVEY
Date Issued	05/16/2025
Sheet Number	V001

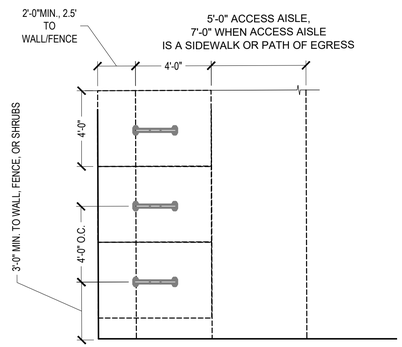
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SCALE: 1" = 20' @ (22"X34" SHEET)

1 SITE PLAN

LAND USE SUMMARY TABLE	
ZONING EXISTING/ PROPOSED	TR-C2/ PD
SITE AREA	37,520 SF
SITE VEHICULAR PAVE (EXCL. PERVIOUS)	5,241 SF
USABLE OPEN SPACE	21,982 SF
BUILDING FOOTPRINTS, AGGREGATE	10,297 SF
LOT COVERAGE	27.4%
LANDSCAPE AREA	14,849 SF
RESIDENTIAL UNITS	26
EXTERIOR BIKE STALLS (WITHIN 100FT OF A PRIMARY ENTRY)	38
INTERIOR BIKE STORAGE	18
VEHICLE PARKING STALLS, SURFACE	19
EV-INSTALLED PARKING STALLS	2
EV-READY PARKING STALLS	4
VEHICLE PARKING STALLS, STRUCTURED	0



2 BIKE RACK LAYOUT - TYPICAL

NTS

SHEET NOTES

1. IMPROVEMENTS DEPICTED IN THE RIGHT-OF-WAY ARE FOR INFORMATION ONLY. 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.
2. NO VISUAL OBSTRUCTIONS ARE ALLOWED BETWEEN THE HEIGHTS OF 30 INCHES AND 10 FEET WITHIN DRIVEWAY & INTERSECTION VISION TRIANGLES.

LEGEND

- CONCRETE SIDEWALK
- ASPHALT PAVING

KEY NOTES

- A BIKE RACKS
- B STOP SIGN
- C CONCRETE STEPS
- D HANDRAIL
- E 18" CURB & GUTTER
- F CONCRETE SITE WALL 30" MAX. HT
- G FLUSH PAVER LANDSCAPE EDGE
- H RADIAL WOOD SEAT
- I ARCH GATEWAY
- J [not used]
- K CONCRETE DRIVE APRON
- L SALVAGED STEEPLE ART INSTALLATION (BY OTHERS)
- M MULCH PATH
- N TRANSFORMER ON CONCRETE PAD
- O RAISED GARDEN PLANTERS
- P TRASH/ RECYCLING ENCLOSURE

NOT FOR CONSTRUCTION

LAND USE APPLICATION / UDC	1	2025.05.27
Issued For	Revision	Date

PROJECT TEAM
THRESHOLD BUILDS
THRESHOLD SACRED DEVELOPMENT
WYSER ENGINEERING
STRUCTURAL ENGINEER
BERNAU DESIGN
ART & SONS

BERNAU
design + landscape architecture
3901 SAINT CLAIR ST
MADISON, WI 53711
bernau-design.com

CERTIFICATION

CLIENT
COMMON GRACE, LLC

STATUS
LANDUSE SUBMITTAL

PROJECT
EASTMORLAND COMMUNITY
CENTER + HOUSING

INFORMATION
PROJECT NO
DATE 05/27/2025
DRAWN BY
CHECKED BY

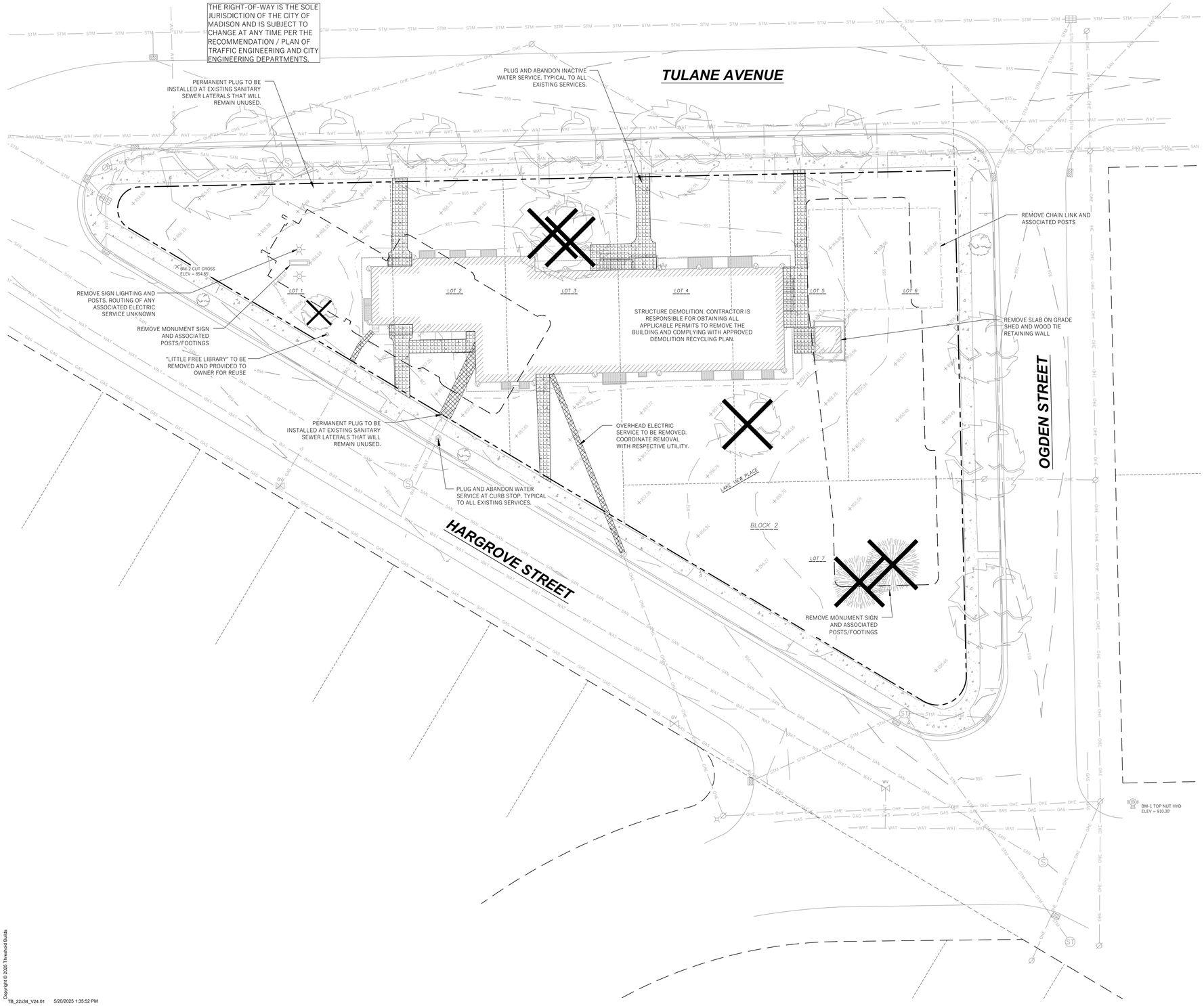
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SHEET NAME
SITE PLAN

THRESHOLD
BUILDS

REVISION | SHEET NO
C100

		BENCHMARK TABLE
BM - #	ELEVATION	DESCRIPTION
BM - 1	910.30	TOP NUT OF HYDRANT LOCATED NEXT TO SW CORNER OF LOT 25, BLOCK 3, LAKE VIEW PLACE
BM - 2	854.85	CUT CROSS LOCATED NEAR THE NW CORNER OF LOT 1, BLOCK 2, LAKE VIEW PLACE



LEGEND (PROPOSED)

- PROPERTY LINE
- NEW BUILDING (FOR REFERENCE)
- SAWCUT LIMITS
- CONCRETE REMOVAL AREA
- UTILITY REMOVAL
- TREE/SHRUB REMOVAL

NORTH

0' 10' 20' 30'

1" = 20' on 22"x34"

1"= 40' on 11"x17"

GENERAL NOTES

1. UNDERLYING SITE CONTOURS AND INFORMATION BASED ON TOPOGRAPHIC & UTILITY DATA AS SURVEYED BY WYSER ENGINEERING IN MARCH 2025. WYSER ENGINEERING SHALL NOT BE HELD RESPONSIBLE FOR ANY ERRORS OR OMISSIONS THAT MAY ARISE AS A RESULT OF ERRONEOUS OR INCOMPLETE INFORMATION PROVIDED BY OTHERS. CONTRACTOR TO CONFIRM ALL ELEVATIONS, GENERAL DRAINAGE AND EARTHWORK REQUIREMENTS PRIOR TO CONSTRUCTION.
2. THE BENCHMARK LOCATIONS ARE SHOWN FOR REFERENCE ONLY ON THIS PLAN. THE BENCHMARKS SHALL BE VALIDATED BY LICENSED LAND SURVEYOR PRIOR TO CONSTRUCTION. CONTRACTOR ASSUMES RISK ASSOCIATED WITH BENCHMARK ELEVATIONS UNTIL CONFIRMED.
3. CONTRACTOR TO OBTAIN APPROPRIATE PERMITS FOR STREET OPENINGS & TO WORK WITHIN THE CITY'S LAND IF REQUIRED.
4. WYSER ENGINEERING SHALL BE HELD HARMLESS AND DOES NOT WARRANT ANY DEVIATIONS BY THE OWNER OR CONTRACTOR FROM THE APPROVED CONSTRUCTION PLANS THAT MAY RESULT IN DISCIPLINARY ACTIONS BY REGULATORY AGENCIES.
5. IF ANY ERRORS, DISCREPANCIES, OR OMISSIONS WITHIN THE PLAN BECOME APPARENT, IT SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER PRIOR TO CONSTRUCTION SO THAT CLARIFICATION OR REDESIGN MAY OCCUR.
6. ALL MUNICIPAL UTILITY CONNECTIONS, WORK IN ROW, PUBLIC OUTLOTS AND PUBLIC EASEMENTS SHALL BE IN ACCORDANCE WITH CITY OF MADISON STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSRUCTION.
7. 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 (608) 266-4816. PENALTIES AND REMEDIATION SHALL BE REQUIRED.
8. 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 AT (608) 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: https://www.cityofmadison.com/business/pw/specs.cfm

DEMOLITION NOTES

1. THIS PLAN INDICATES ITEMS ON THE SITE, NOT INCLUDING INTERNAL BUILDING DEMOLITION, INTENDED FOR DEMOLITION BASED ON THE CURRENT SITE DESIGN THAT HAVE BEEN IDENTIFIED BY A REASONABLE OBSERVATION OF THE EXISTING CONDITIONS THROUGH FIELD SURVEY RECONNAISSANCE (BY OTHERS), "DIGGER'S HOTLINE" LOCATION, AND GENERAL "STANDARD OF CARE". THERE MAY BE ADDITIONAL ITEMS THAT CAN NOT BE IDENTIFIED BY A REASONABLE ABOVE GROUND OBSERVATION, WHERE NOT INCLUDED WITHIN THE FIELD SURVEY, OF WHICH THE ENGINEER WOULD HAVE NO KNOWLEDGE OR MAY BE A PART OF ANOTHER DESIGN DISCIPLINE. IT IS THE CONTRACTOR'S / BIDDER'S RESPONSIBILITY TO REVIEW THE PLANS, INSPECT THE SITE AND PROVIDE HIS OWN DUE DILIGENCE TO INCLUDE IN HIS BID WHAT ADDITIONAL ITEMS, IN HIS OPINION, MAY BE NECESSARY FOR DEMOLITION. ANY ADDITIONAL ITEMS IDENTIFIED BY THE CONTRACTOR / BIDDER SHALL BE IDENTIFIED IN THE BID AND REPORTED TO THE OWNER AND ENGINEER OF RECORD. WYSER ENGINEERING TAKES NO RESPONSIBILITY FOR ITEMS ON THE PROPERTY THAT COULD NOT BE LOCATED BY A REASONABLE OBSERVATION OF THE PROPERTY OR OF WHICH THEY WOULD HAVE NO KNOWLEDGE.
2. PRIOR TO CONSTRUCTION, THE CONTRACTOR IS RESPONSIBLE FOR:
   - 2.1. EXAMINING ALL SITE CONDITIONS RELATIVE TO THE CONDITIONS INDICATED ON THE ENGINEERING DRAWINGS. ANY DISCREPANCIES ARE TO BE REPORTED TO THE OWNER AND ENGINEER AND RESOLVED PRIOR TO THE START OF CONSTRUCTION.
   - 2.2. VERIFYING UTILITY ELEVATIONS AND NOTIFYING OWNER AND ENGINEER OR ANY DISCREPANCIES. NO WORK SHALL BE PERFORMED UNTIL THE DISCREPANCIES ARE RESOLVED.
   - 2.3. NOTIFYING ALL UTILITIES PRIOR TO THE REMOVAL OF ANY UNDERGROUND UTILITIES.
   - 2.4. NOTIFYING THE OWNER, DESIGN ENGINEER AND LOCAL CONTROLLING MUNICIPALITY 48 HOURS PRIOR TO THE START OF CONSTRUCTION TO ARRANGE FOR APPROPRIATE CONSTRUCTION INSPECTION.
3. CONTRACTOR IS SOLELY RESPONSIBLE FOR SITE SAFETY DURING THE CONSTRUCTION OF THESE IMPROVEMENTS.
4. CONTRACTOR SHALL KEEP ALL STREETS AND ADJOINING SHARED ACCESS ROADWAYS FREE AND CLEAR OF ALL CONSTRUCTION RELATED DIRT, DUST AND DEBRIS.
5. ALL TREES WITHIN THE CONSTRUCTION LIMITS SHALL BE REMOVED UNLESS SPECIFICALLY CALLED OUT FOR PROTECTION. ALL TREES TO BE REMOVED SHALL BE REMOVED IN THEIR ENTIRETY. STUMPS SHALL BE GROUND TO PROPOSED SUBGRADE.
6. PERFORM TREE PRUNING IN ALL LOCATIONS WHERE PROPOSED PAVEMENT AND / OR UTILITY INSTALLATION ENCROACH WITHIN THE EXISTING DRIP LINE OF THE TREES TO REMAIN. ALL TRENCHING WITHIN THE EXISTING DRIP LINE OF THE TREES TO REMAIN SHALL BE DONE RADIALLY AWAY FROM THE TRUNK. IF ROOTS IN EXCESS OF 1" DIAMETER ARE EXPOSED, ROOTS MUST BE CUT BY REPUTABLE TREE PRUNING SERVICE PRIOR TO ANY TRANSVERSE TRENCHING.
7. ALL LIGHT POLES TO BE REMOVED SHALL BE REMOVED IN THEIR ENTIRETY, INCLUDING BASE AND ALL APPURTENANCES. SALVAGE FOR RELOCATION. COORDINATE RELOCATION AND / OR ABANDONMENT OF ALL ELECTRIC LINES WITH ELECTRICAL ENGINEER AND OWNER PRIOR TO DEMOLITION.
8. CONTRACTOR SHALL COORDINATE PRIVATE UTILITY REMOVAL / ABANDONMENT AND NECESSARY RELOCATIONS WITH RESPECTIVE UTILITY COMPANY. COORDINATION REQUIRED PRIOR TO CONSTRUCTION.
9. ABANDONED / REMOVED ITEMS SHALL BE DISPOSED OF OFF SITE UNLESS OTHERWISE NOTED.
10. THE CONTRACTOR SHALL INSTALL A PEDESTRIAN FENCE AROUND ALL EXCAVATIONS TO BE LEFT OPEN OVERNIGHT AS REQUIRED.
11. CONTRACTOR TO REMOVE EXISTING UTILITY PIPE AND BACKFILL WITH SELECT FILL OR PROVIDE PIPE BACK-FILLING WITHIN BUILDING FOOTPRINT USING "LOW DENSITY CONCRETE / FLOWABLE FILL".
12. GRANULAR BACKFILL MATERIALS ARE REQUIRED FOR FILL UNDER PROPOSED PAVED AREAS.
13. RESTORATION OF THE EXISTING RIGHT-OF-WAYS AS NEEDED ARE CONSIDERED INCIDENTAL AND SHOULD BE PART OF THE COST OF THE UNDERGROUND IMPROVEMENTS, DEMOLITION AND REMOVAL. THIS INCLUDES, BUT IS NOT LIMITED TO, CURB & GUTTER, SIDEWALK, TOPSOIL, SEEDING AND MULCHING.
14. ANY SANITARY SEWER, SANITARY SEWER SERVICES, WATER MAIN, WATER SERVICES, STORM SEWER, OR OTHER UTILITIES, WHICH ARE DAMAGED BY THE CONTRACTORS, SHALL BE REPAIRED TO THE OWNER'S SATISFACTION AT THE CONTRACTOR'S EXPENSE.

LAND USE APPLICATION / UDC	1	2025.05.27
Issued For	Revision	Date

WYSER ENGINEERING

CERTIFICATION

NOT FOR CONSTRUCTION

CLIENT
COMMON GRACE, LLC

STATUS
LAND USE SUBMITTAL

PROJECT
EASTMORLAND COMMUNITY CENTER + HOUSING

INFORMATION

PROJECT NO	24-0012
DATE	2025.05.27
DRAWN BY	AW
CHECKED BY	AW

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THRESHOLD BUILDS

SHEET NAME

SITE DEMOLITION PLAN

REVISION	SHEET NO
1	C101

2 INCHES

IF ACTUAL DIMENSION IS NOT 2 INCHES THE SHEET IS SCALED INCORRECTLY

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NORTH

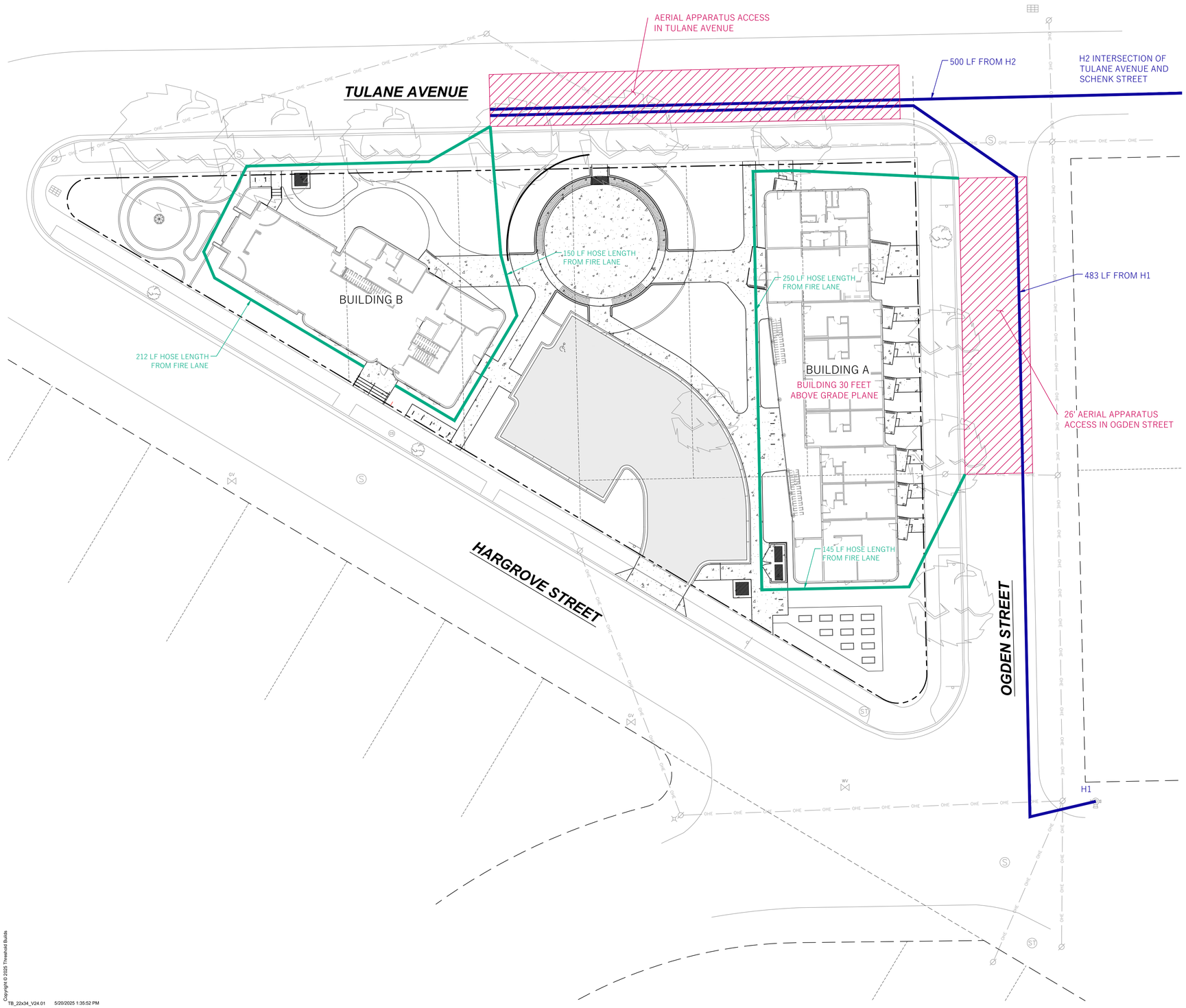
0' 10' 20' 30'

1" = 20' on 22"x34"

1"= 40' on 11"x17"

LEGEND (PROPOSED)

- PROPERTY BOUNDARY
- FIRE LANE
- HOSE LENGTH FROM FIRE LANE
- HOSE LENGTH FROM HYDRANT



City of Madison Fire Department

314 W Dayton Street, Madison, WI 53703
Phone: 608-266-4420 • Fax: 608-267-1100 • E-mail: fire@cityofmadison.com

Project Address:	3565 TULANE AVENUE
Contact Name & Phone #:	ADAM WATKINS - 608.437.1980

FIRE APPARATUS ACCESS AND FIRE HYDRANT WORKSHEET

1. Is the building completely protected by an NFPA 13 or 13R automatic fire sprinkler system?	[X] Yes	[ ] No	[ ] N/A
If non-sprinklered, fire lanes extend to within 150-feet of all portions of the exterior wall?	[ ] Yes	[ ] No	[X] N/A
If sprinklered, fire lanes are within 250-feet of all portions of the exterior wall?	[X] Yes	[ ] No	[ ] N/A
2. Is the fire lane constructed of concrete or asphalt, designed to support a minimum load of 85,000 lbs?	[X] Yes	[ ] No	[ ] N/A
a) Is the fire lane a minimum unobstructed width of at least 20-feet?	[X] Yes	[ ] No	[ ] N/A
b) Is the fire lane unobstructed with a vertical clearance of at least 13½-feet?	[X] Yes	[ ] No	[ ] N/A
c) Is the minimum inside turning radius of the fire lane at least 28-feet?	[X] Yes	[ ] No	[ ] N/A
d) Is the grade of the fire lane not more than a slope of 8%?	[X] Yes	[ ] No	[ ] N/A
e) Is the fire lane posted as fire lane? (Provide detail of signage.)	[ ] Yes	[X] No	[ ] N/A
f) Is a roll-able curb used as part of the fire lane? (Provide detail of curb.)	[ ] Yes	[X] No	[ ] N/A
g) Is part of a sidewalk used as part of the required fire lane? (Must support +85,000 lbs.)	[ ] Yes	[X] No	[ ] N/A
3. Is the fire lane obstructed by security gates or barricades? If yes:	[ ] Yes	[X] No	[ ] N/A
a) Is the gate a minimum of 20-feet clear opening?	[ ] Yes	[ ] No	[X] N/A
b) Is an approved means of emergency operations installed, key vault, padlock or key switch?	[ ] Yes	[ ] No	[X] N/A
4. Is the Fire lane dead-ended with a length greater than 150-feet?	[ ] Yes	[X] No	[ ] N/A
If yes, does the area for turning around fire apparatus comply with IFC D103?	[ ] Yes	[ ] No	[X] N/A
5. Is any portion of the building to be used for high-piled storage in accordance with IFC Chapter 3206.6 If yes, see IFC 3206.6 for further requirements.	[ ] Yes	[X] No	[ ] N/A
6. Is any part of the building greater than 30-feet above the grade plane?	[X] Yes	[ ] No	[ ] N/A
If yes, answer the following questions:			
a) Is the aerial apparatus fire lane parallel to one entire side of the building and covering at least 25% of the perimeter?	[X] Yes	[ ] No	[ ] N/A
b) Is the near edge of the aerial apparatus fire lane between 15' and 30' from the building?	[X] Yes	[ ] No	[ ] N/A
c) Are there any overhead power or utility lines located across the aerial apparatus fire lane?	[X] Yes	[ ] No	[ ] N/A
d) Are there any tree canopies expected to grow across the aerial fire lane? (Based on mature canopy width of tree species)	[ ] Yes	[X] No	[ ] N/A
e) Does the aerial apparatus fire lane have a minimum unobstructed width of 26-feet?	[X] Yes	[ ] No	[ ] N/A
f) Is the space between the aerial lane and the building free of trees exceeding 20' in heights?	[X] Yes	[ ] No	[ ] N/A
7. Are all portions of the required fire lanes within 500-feet of at least (2) hydrants?	[X] Yes	[ ] No	[ ] N/A
Note: Distances shall be measured along the path of the hose lay as it comes off the fire apparatus.			
a) Is the fire lane at least 26' wide for at least 20-feet on each side of the hydrants?	[X] Yes	[ ] No	[ ] N/A
b) Is there at least 40' between a hydrant and the building?	[X] Yes	[ ] No	[ ] N/A
c) Are the hydrant(s) setback no less than 5-feet nor more than 10-feet from the curb or edge of the street or fire lane?	[X] Yes	[ ] No	[ ] N/A
d) Are hydrants located in parking lot islands a minimum of 3½-feet from the hydrant to the curb?	[ ] Yes	[ ] No	[X] N/A
e) Are there no obstructions, including but not limited to: power poles, trees, bushes, fences, posts located, or grade changes exceeding 1½-feet, within 5-feet of a fire hydrant?	[X] Yes	[ ] No	[ ] N/A

Note: Hydrants shall be installed and in-service prior to combustible construction on the project site.

Attach an additional sheet if further explanation is required for any answers.

This worksheet is based on **MGO 34.503** and **IFC 2021 Edition Chapter 5 and Appendix D**; please see the codes for further information.

Revised 06/2022

LAND USE APPLICATION / UDC	1	2025.05.27
Issued For	Revision	Date

WYSER ENGINEERING

CERTIFICATION

NOT FOR CONSTRUCTION

CLIENT
COMMON GRACE, LLC

STATUS
LAND USE SUBMITTAL

PROJECT
EASTMORLAND COMMUNITY CENTER + HOUSING

INFORMATION
PROJECT NO 24-0012
DATE 2025.05.27
DRAWN BY AW
CHECKED BY AW

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THRESHOLD BUILDS

SHEET NAME
FIRE APPARATUS ACCESS PLAN

REVISION 1

SHEET NO **C102**

2 INCHES
IF ACTUAL DIMENSION IS NOT 2 INCHES THE SHEET IS SCALED INCORRECTLY

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NOTE:
SPOT GRADES ARE AS FOLLOWS:
FFE - FINISHED FLOOR GRADE
EP - EDGE OF ASPHALT PAVEMENT
EC - EDGE OF CONCRETE PAVEMENT
EG - EDGE OF GRAVEL PAVEMENT
BC - BACK OF CURB
SW - EDGE OF SIDEWALK
FG - FINISH GRADE

LEGEND (PROPOSED)

- PROPERTY BOUNDARY
- EASEMENT
- BUILDING FOOTPRINT
- 18" CURB AND GUTTER
- ASPHALT PAVEMENT
- CONCRETE PAVEMENT
- 855 — PROPOSED MAJOR CONTOUR
- 856 — PROPOSED MINOR CONTOUR
- STM STM — PROPOSED STORM SEWER
- 1181.25 EP — SPOT GRADE
- DRAINAGE GRADE BREAK
- 1.0% — DRAINAGE ARROW

NORTH
0' 10' 20' 30'
1" = 20' on 22"x34"
1"= 40' on 11"x17"

GENERAL NOTES

1. UNDERLYING SITE CONTOURS AND INFORMATION BASED ON TOPOGRAPHIC & UTILITY DATA AS SURVEYED BY WYSER ENGINEERING IN MARCH 2025. WYSER ENGINEERING SHALL NOT BE HELD RESPONSIBLE FOR ANY ERRORS OR OMISSIONS THAT MAY ARISE AS A RESULT OF ERRONEOUS OR INCOMPLETE INFORMATION PROVIDED BY OTHERS. CONTRACTOR TO CONFIRM ALL ELEVATIONS, GENERAL DRAINAGE AND EARTHWORK REQUIREMENTS PRIOR TO CONSTRUCTION.
2. THE BENCHMARK LOCATIONS ARE SHOWN FOR REFERENCE ONLY ON THIS PLAN. THE BENCHMARKS SHALL BE VALIDATED BY LICENSED LAND SURVEYOR PRIOR TO CONSTRUCTION. CONTRACTOR ASSUMES RISK ASSOCIATED WITH BENCHMARK ELEVATIONS UNTIL CONFIRMED.
3. CONTRACTOR TO OBTAIN APPROPRIATE PERMITS FOR STREET OPENINGS & TO WORK WITHIN THE CITY'S LAND IF REQUIRED.
4. WYSER ENGINEERING SHALL BE HELD HARMLESS AND DOES NOT WARRANT ANY DEVIATIONS BY THE OWNER OR CONTRACTOR FROM THE APPROVED CONSTRUCTION PLANS THAT MAY RESULT IN DISCIPLINARY ACTIONS BY REGULATORY AGENCIES.
5. IF ANY ERRORS, DISCREPANCIES, OR OMISSIONS WITHIN THE PLAN BECOME APPARENT, IT SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER PRIOR TO CONSTRUCTION SO THAT CLARIFICATION OR REDESIGN MAY OCCUR.
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7. 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 (608) 266-4816. PENALTIES AND REMEDIATION SHALL BE REQUIRED.
8. 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 AT (608) 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: https://www.cityofmadison.com/business/pw/specs.cfm

LAND USE APPLICATION / UDC	1	2025.05.27
Issued For	Revision	Date

WYSER ENGINEERING

CERTIFICATION
NOT FOR CONSTRUCTION

CLIENT
COMMON GRACE, LLC

STATUS
LAND USE SUBMITTAL

PROJECT
EASTMORLAND COMMUNITY CENTER + HOUSING

INFORMATION
PROJECT NO 24-0012
DATE 2025.05.27
DRAWN BY AW
CHECKED BY AW

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THRESHOLD BUILDS

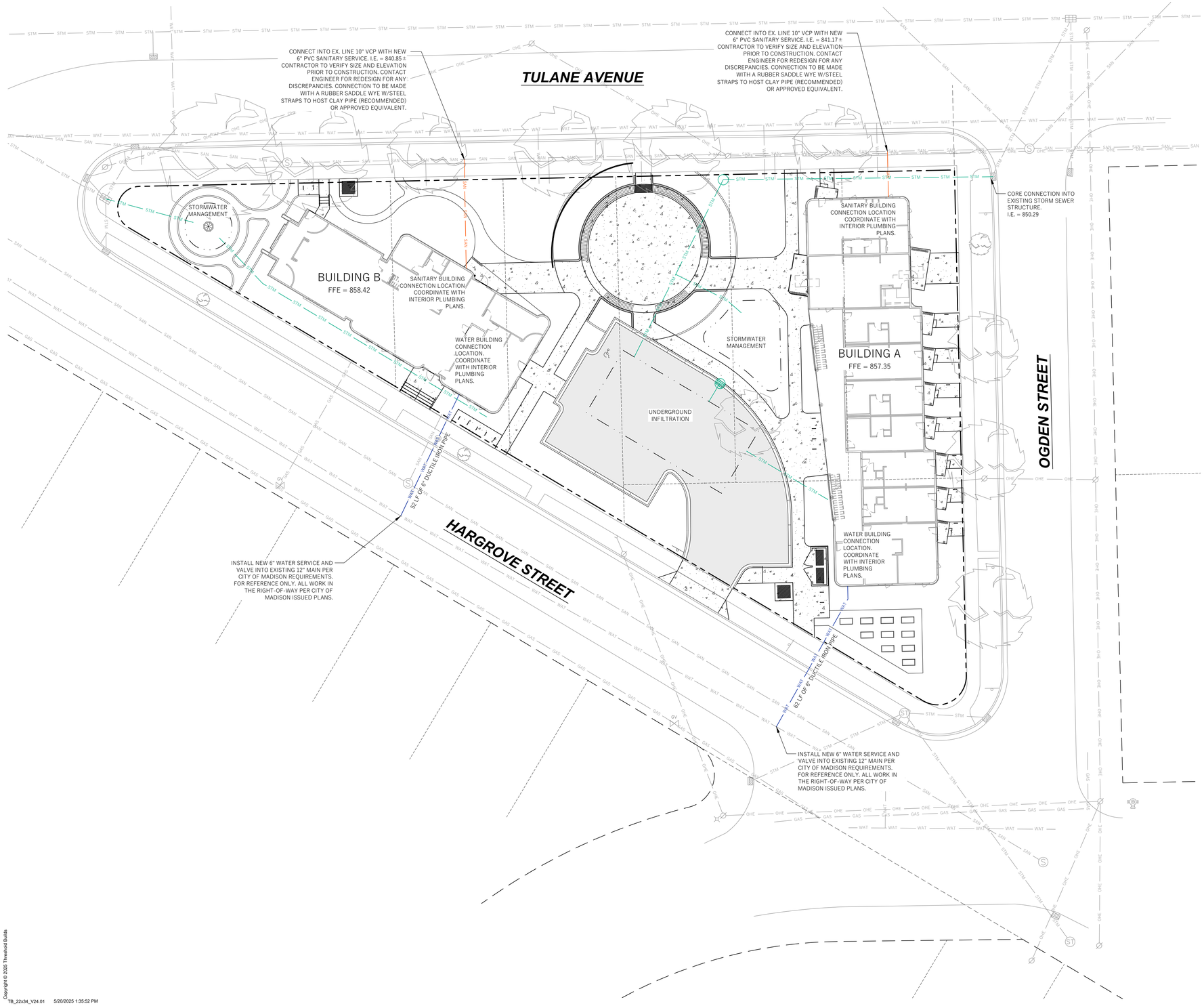
SHEET NAME
GRADING PLAN

REVISION 1
SHEET NO **C200**

2 INCHES
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LEGEND (PROPOSED)

- PROPERTY BOUNDARY
- BUILDING FOOTPRINT
- 18" CURB AND GUTTER
- ASPHALT PAVEMENT
- CONCRETE PAVEMENT
- PROPOSED WATER MAIN
- PROPOSED SANITARY SEWER
- PROPOSED STORM SEWER
- STORMWATER TREATMENT FACILITY

NORTH

0' 10' 20' 30'

1" = 20' on 22"x34"
1"= 40' on 11"x17"

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WYSER ENGINEERING

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CLIENT
COMMON GRACE, LLC

STATUS
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PROJECT
EASTMORLAND COMMUNITY CENTER + HOUSING

INFORMATION
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DATE 2025.05.27
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CHECKED BY AW

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THRESHOLD BUILDS

SHEET NAME
UTILITY PLAN

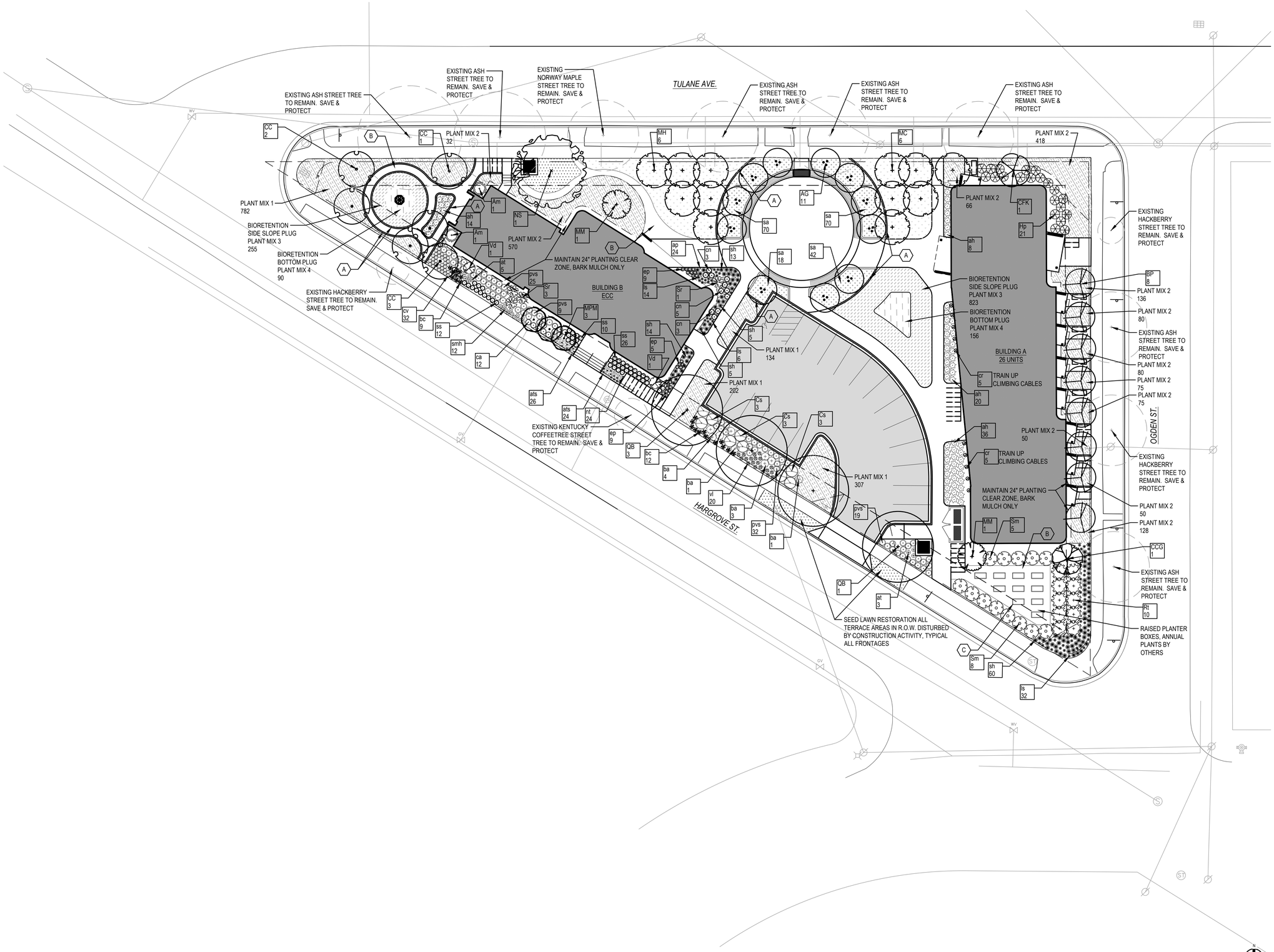
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1 LANDSCAPE PLAN

SCALE: 1" = 20' @ (22"X34" SHEET)

SHEET NOTES

1. ALL PLANTING BEDS TO RECEIVE 3" DEPTH SHREDDED HARDWOOD BARK MULCH. SEE SPECIFICATIONS. VOIDS IN PLANTINGS AROUND BUILDING FOUNDATIONS SHALL RECEIVED 3" MIN. DEPTH MULCH.
2. ALL PLANTING AREAS SHALL RECEIVE 12" PLANTING SOIL. LAWN AND OTHER NATIVE SEEDED AREAS SHALL RECEIVE 6" MIN. PLANTING SOIL. SEE SPECIFICATIONS FOR PREPARING THE SITE PRIOR TO PLANTING.
3. SEE SITE DEMO PLANS FOR PRIVATE TREE REMOVALS.
4. CITY FORESTRY WILL DETERMINE STREET TREE PLANTING SITES AND TREE SPECIES TYPE.
5. IMPROVEMENTS DEPICTED IN THE RIGHT-OF-WAY ARE FOR INFORMATION ONLY. 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.

LEGEND

- NO-MOW FESCUE SEED MIX
- TURF LAWN SEED MIX
- CONTAINER-ORNAMENTAL GRASSES
- BIORETENTION SIDE SLOPE PLUG MIX
- BIORETENTION BOTTOM PLUG MIX
- NATIVE PLANT MIX - SMALL CONTAINER

KEY NOTES

- (A) FLUSH PAVER LANDSCAPE EDGE
- (B) MULCH PATH
- (C) RAISED GARDEN PLANTERS

NOT FOR CONSTRUCTION

LAND USE APPLICATION / UDC	1	2025.05.27
Issued For	Revision	Date

PROJECT TEAM
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THRESHOLD SACRED DEVELOPMENT
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LANDSCAPE ARCHITECT
5/27/2025

CLIENT
COMMON GRACE, LLC

STATUS
LANDUSE SUBMITTAL

PROJECT
EASTMORLAND COMMUNITY CENTER + HOUSING

INFORMATION
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DATE 05/27/2025
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SHEET NAME
LANDSCAPE PLAN

THRESHOLD BUILDS

REVISION
SHEET NO
L100

CODE	SCIENTIFIC NAME	COMMON NAME	SIZE	SPACING	QTY	COMMENTS	PT VALUE
	SHADE TREES						
BP	*Betula populifolia 'Whitespire'*	Whitespire Birch	10' Ht Cont	SEE PLAN	8	Single-Stem	35
NS	*Nyssa sylvatica*	Black Gum	2-1/2" Cal. BB	SEE PLAN	1		35
QB	*Quercus bicolor*	Swamp White Oak	2-1/2" Cal. BB	SEE PLAN	4		35
	ORNAMENTAL TREES						
AG	*Amelanchier x grandiflora 'Autumn Brilliance'*	Autumn Brilliance Serviceberry	8' HT Cont/BB	SEE PLAN	11	Multi-stem; prune lower limbs to 4' ht clear	15
CFK	*Carpinus caroliniana 'J.N. Select A'*	Fire King Musclewood	2" Cal. BB	SEE PLAN	1	Single stem, prune lower limbs up to 6' clear	15
CC	*Cercis canadensis*	Eastern Redbud	8' HT Cont/BB	SEE PLAN	6	Single stem, prune lower limbs up to 6' clear	15
CCG	*Crataegus crus-galli var. inermis*	Thornless Cockspur Hawthorn	1-1/2" Cal. BB	SEE PLAN	1	Single stem	15
MM	*Magnolia x loebneri 'Merrill'*	Merrill Magnolia	7' HT Cont/BB	SEE PLAN	2	Multi-stem tree	15
MPM	*Malus 'Prairie Maid'*	Prairie Maid Crabapple	1-1/2" Cal. BB	SEE PLAN	3	Single stem	15
MC	*Malus 'Cortland'*	Cortland Apple	1-1/2" Cal. BB	SEE PLAN	6		15
MH	*Malus 'Honeycrisp'*	Honeycrisp Apple	1-1/2" Cal. BB	SEE PLAN	6		15
	DECIDUOUS SHRUBS						
Am	*Aronia melanocarpa var. elata*	Glossy Black Chokeberry	36" Ht. BB/Cont	SEE PLAN	2		3
Cs	*Cornus sericea 'Kelseyi'*	Kelsey's Dwarf Red-Osier Dogwood	#5 Container	24" O.C.	9		3
Hp	*Hydangea paniculata 'Jane'*	Little Lime Hydrangea	#5 Container	48" O.C.	21		3
Rt	*Rhus typhina 'Bailtiger'*	Tiger Eyes Staghorn Sumac	#5 Container	60" O.C.	10		3
Sm	*Syringa meyeri 'Palibin'*	Meyeri Lilac	36" Ht. Container	60" O.C.	13		3
Sr	*Sambucus racemosa 'SMNSRD4' PPAF*	Lemony Lace Elderberry	42" Ht. Container	SEE PLAN	4		3
Vd	*Viburnum dentatum 'Little Joe'*	Little Joe Arrowwood Viburnum	36" Ht. BB/Cont	SEE PLAN	2		3
	ORNAMENTAL GRASSES						
bc	*Bouteloua curtipendula*	Side Oats Grama	#1 Container	24" O.C.	9		2
ca	*Calamagrostis x acutiflora 'Karl Foerster'*	Karl Foerster Feather Reed Grass	#1 Container	36" O.C.	12		2
pvs	*Panicum virgatum 'Shenandoah'*	Shenandoah Switch Grass	#1 Container	30" O.C.	76		2
sa	*Sesleria autumnalis*	Autumn Moor Grass	#1 Container	24" O.C.	200		2
sh	*Sporobolus heterolepis*	Prairie Dropseed	#1 Container	24" O.C.	100		2
ss	*Schizachyrium scoparium 'Blue Heaven'*	Blue Heaven Little Bluestem	#1 Container	24" O.C.	48		2
	PERENNIALS, VINES & GROUNDCOVERS						
ah	*Amsonia hubrichtii 'Halfway to Arkansas'*	Halfway to Arkansas Narrow Leaf Blue Star	#1 Container	36" O.C.	78		2
at	*Asclepias tuberosa*	Butterfly Milkweed	#1 Container	24" O.C.	8		2
ats	*Allium tanguticum 'Summer Beauty'*	Summer Beauty Ornamental Chive	#1 Container	18" O.C.	50		2
ba	*Baptisia australis*	Blue False Indigo	#1 Container	36" O.C.	9		2
cn	*Calamintha nepeta ssp. nepeta*	Lesser Calamintha	#1 Container	24" O.C.	11		2
cr	*Campsis radicans*	Trumpetcreeper	#1 Container	60"O.C.	10		2
cv	*Coreopsis verticillata 'Moonbeam'*	Moonbeam Coreopsis	#1 Container	18" O.C.	32		2
ep	*Echinacea purpurea 'Magnus'*	Magnus Purple Coneflower	#1 Container	18" O.C.	23		2
ls	*Liatris spicata 'Kobold'*	Kobold Spike Gayfeather	#1 Container	18" O.C.	52		2
smh	*Stachys monieri 'Hummelo'*	Hummelo Betony	#1 Container	18" O.C.	12		2
vl	*Vernonia lettermannii 'Iron Butterfly'*	Iron Butterfly Ironweed	#1 Container	24" O.C.	20		2
	PERENNIALS PLUGS						
ap	*Allium 'Purple Sensation'*	Purple Sensation Ornamental Onion	12 cm bulb	SEE PLAN	24	interplant in other perennial species per plan	
nt	*Narcissus traindrus 'Thalia'*	Thalia Daffodil	12 cm bulb	SEE PLAN	24	interplant in other perennial species per plan	
	PLANT MIX 1						
	Bouteloua curtipendula	Side Oats Grama	3-1/4" Container	12" O.C.	214	interplant randomly within mix in min. groups of 7	
	Carex bromoides	Common Brome Sedge	3-1/4" Container	12" O.C.	214	interplant randomly within mix in min. groups of 7	
	Echinacea pallida	Pale Purple Coneflower	3-1/4" Container	12" O.C.	143	interplant randomly within mix in min. groups of 7	
	Liatris spicata 'Kobold'	Kobold Spike Gayfeather	3-1/4" Container	12" O.C.	214	interplant randomly within mix in min. groups of 7	
	Penstemon 'Dark Towers'	Dark Towers Penstemon	3-1/4" Container	12" O.C.	143	interplant randomly within mix in min. groups of 7	
	Sporobolus heterolepis	Prairie Dropseed	3-1/4" Container	12" O.C.	214	interplant randomly within mix in min. groups of 7	
	Schizachyrium scoparium	Little Bluestem	3-1/4" Container	12" O.C.	214	interplant randomly within mix in min. groups of 7	
	Silphium terebinthinaceum	Prairie Dock	3-1/4" Container	12" O.C.	71	interplant randomly within mix in min. groups of 7	
	PLANT MIX 2						
	Athyrium felix-femino	Lady Fern	3-1/4" Container	12" O.C.	246	interplant randomly within mix in min. groups of 7	
	Carex bromoides	Common Brome Sedge	3-1/4" Container	12" O.C.	246	interplant randomly within mix in min. groups of 7	
	Carex cherokeensis	Cherokee Sedge	3-1/4" Container	12" O.C.	246	interplant randomly within mix in min. groups of 7	
	Carex pensylvanica	Pennsylvania sedge	3-1/4" Container	12" O.C.	282	interplant randomly within mix in min. groups of 7	
	Carex stricta	Upright Sedge	3-1/4" Container	12" O.C.	246	interplant randomly within mix in min. groups of 7	
	Carex woodii	Woods Sedge	3-1/4" Container	12" O.C.	246	interplant randomly within mix in min. groups of 7	
	Geranium maculatum	Wild Geranium	3-1/4" Container	12" O.C.	246	interplant randomly within mix in min. groups of 7	
	PLANT MIX 3 - BIORETENTION SIDE SLOPE PLUG MIX						
	Bouteloua curtipendula	Side Oats Grama	3-1/4" Container	12" O.C.	108	interplant randomly within mix in min. groups of 7	
	Carex vulpinodea	Fox Sedge	3-1/4" Container	12" O.C.	162	interplant randomly within mix in min. groups of 7	
	Echinacea pallida	Pale Purple Coneflower	3-1/4" Container	12" O.C.	108	interplant randomly within mix in min. groups of 7	
	Liatris aspera	Tall Blazingstar	3-1/4" Container	12" O.C.	108	interplant randomly within mix in min. groups of 7	
	Monarda fistulosa	Wild Bergamot	3-1/4" Container	12" O.C.	108	interplant randomly within mix in min. groups of 7	
	Panicum virgatum 'Shenandoah'	Shenandoah Switch Grass	3-1/4" Container	12" O.C.	162	interplant randomly within mix in min. groups of 7	
	Rudbeckia hirta	Black-eyed Susan	3-1/4" Container	12" O.C.	108	interplant randomly within mix in min. groups of 7	
	Schizachyrium scoparium	Little Bluestem	3-1/4" Container	12" O.C.	108	interplant randomly within mix in min. groups of 7	
	Tradescantia virginiana	Virginia Spiderwort	3-1/4" Container	12" O.C.	108	interplant randomly within mix in min. groups of 7	
	PLANT MIX 4 - BIORETENTION BOTTOM PLUG MIX						
	Carex stricta	Upright Sedge	3-1/4" Container	12" O.C.	82	interplant randomly within mix in min. groups of 7	
	Carex vulpinodea	Fox Sedge	3-1/4" Container	12" O.C.	82	interplant randomly within mix in min. groups of 7	
	Chelone glabra	Turtlehead	3-1/4" Container	12" O.C.	82	interplant randomly within mix in min. groups of 7	
	EXISTING TREES REMOVALS						
Private	*Acer x freemanii*	Freeman Maple	5" DBH		1		
Private	*Betula papyrifera*	Paper Birch	12" DBH		1	multi-steam	
Private	*Celtis occidentalis*	Hackberry	12" DBH		1		
Private	*Celtis occidentalis*	Hackberry	14" DBH		1		
Private	*Thuja occidentalis*	Northern White Cedar	6" DBH		2	multi-steam	

1 PLANT MATERIAL SCHEDULE

Points shall be provided at five (5) points per three hundred (300) square feet for the first five (5) developed acres, and one (1) point per one hundred (100) square feet for all additional acres.

Total square footage of developed area:	37,520	SF
Building Footprints	10,297	SF
Development Area Minus Building Footprints	**27,223**	**SF**
Five (5) acres:	217,800	SF
First five (5) developed acres:	**454**	**points**
Remainder of developed area over 5 acres:	-190,577.00	SF
Total landscape points required:	**454**	**points**

General Site, Foundation, Screening

Plant Type/Element	Min. Size at Installation	Points	Exist. Credits QTY.	New/Proposed Landscape QTY.	Points Achieved
Overstory deciduous tree	2½ inch caliper measured diameter at breast height (dbh)	35			0
Tall evergreen tree (i.e. pine, spruce)	5-6 feet tall	35			0
Ornamental tree	1 1/2 inch caliper	15			0
Upright evergreen shrub (i.e. arborvitae)	3-4 feet tall	10			0
Shrub, deciduous	#3 gallon container size, Min. 12"-24"	3			0
Shrub, evergreen	#3 gallon container size, Min. 12"-24"	4			0
Ornamental grasses/ perennials	#1 gallon container size, Min. 8"-18"	2		750	1500
Ornamental/decorative fencing or wall	n/a	4 per 10 lineal ft		0	0
Existing significant specimen tree	Minimum size: 2 ½ inch caliper dbh. *Trees must be within developed area and cannot comprise more than 30% of total required points.	14 per caliper inch dbh. Maximum points per tree: 200		0	0
Landscape furniture for public seating and/or transit connections	* Furniture must be within developed area, publically accessible, and cannot comprise more than 5% of total required points.	5 points per "seat"			0
Subtotals					
				General Site/Foundation Total	**1500**

Development Frontage - Hargrove St

	LF		Overstory Trees Required *	Shrubs Required
Total LF of Street Frontage Between Parking/Building & Street	225		8	37.5
Element	**Point Value**	**Quantity Existing**	**Quantity New/Proposed**	**Points Achieved**
Overstory Deciduous Tree	35		4	140
Evergreen Tree	35			0
Ornamental Tree	15		9	135
Upright Evergreen Shrub	10			0
Shrub, deciduous	3		38	114
Shrub, evergreen	4			0
			Development Frontage Points Total	**389**

The applicant requests that frontage landscape tree requirements be waived due to spatial constraints.

Development Frontage - Tulane Ave

	LF		Overstory Trees Required *	Shrubs Required
Total LF of Street Frontage Between Parking/Building & Street	152		5	25
Element	**Point Value**	**Quantity Existing**	**Quantity New/Proposed**	**Points Achieved**
Overstory Deciduous Tree	35		1	35
Evergreen Tree	35			0
Ornamental Tree	15		27	405
Upright Evergreen Shrub	10			0
Shrub, deciduous	3		15	45
Shrub, evergreen	4			0
			Development Frontage Points Total	**485**

The applicant requests that frontage landscape shrub requirements be waived in leui of substantial ornamental tree grove.

Development Frontage - Ogden St

	LF		Overstory Trees Required *	Shrubs Required
Total LF of Street Frontage Between Parking/Building & Street	244		8	41
Element	**Point Value**	**Quantity Existing**	**Quantity New/Proposed**	**Points Achieved**
Overstory Deciduous Tree	35		8	280
Evergreen Tree	35			0
Ornamental Tree	15			0
Upright Evergreen Shrub	10			0
Shrub, deciduous	3		8	24
Shrub, evergreen	4			0
			Development Frontage Points Total	**304**

The applicant requests that frontage landscape shrub requirements be waived in leui of substantial native perennial plantings.
** 2 Evergreen or 2 Ornamental equal 1 deciduous overstory tree. In cases where development frontage landscaping cannot be provided due to site constraints, the zoning administrator may waive the requirement or substitute alternative screening methods for the required landscaping.*

Interior Parking Lots	**SF**	Overstory Trees Required
N/A - less than 20 stalls provided		

TOTAL LANDSCAPE POINTS	**2678**

2 LANDSCAPE ORDINANCE WORKSHEET

SHEET NOTES

LEGEND

KEY NOTES

NOT FOR CONSTRUCTION

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LANDSCAPE ARCHITECT
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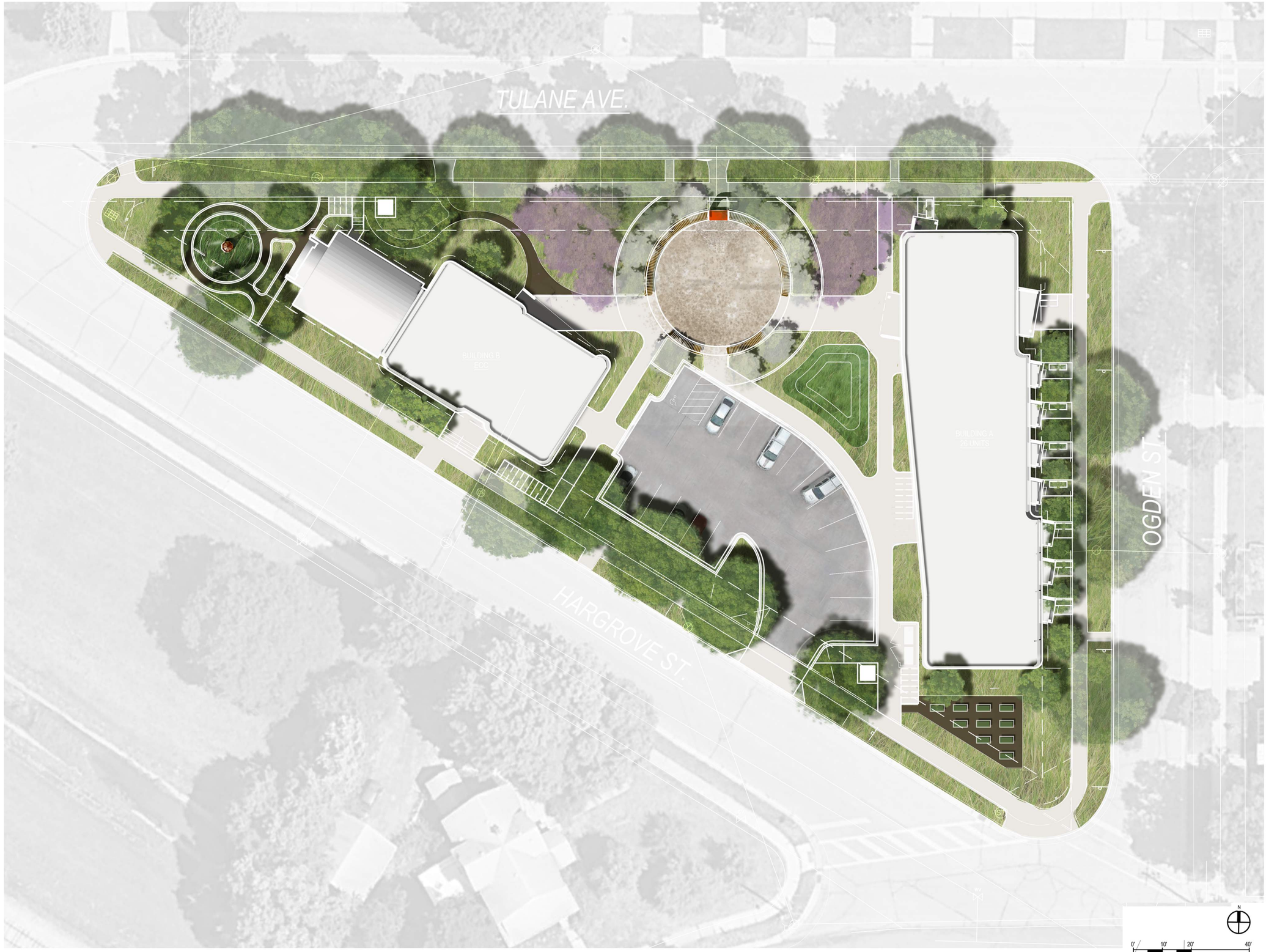
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SHEET NAME
PLANTING SCHEDULES

THRESHOLD BUILDS

REVISION
SHEET NO
L101



1 RENDERED SITE PLAN

NTS

SHEET NOTES

1. ALL PLANTING BEDS TO RECEIVE 3" DEPTH SHREDDED HARDWOOD BARK MULCH. SEE SPECIFICATIONS. VOIDS IN PLANTINGS AROUND BUILDING FOUNDATIONS SHALL RECEIVED 3" MIN. DEPTH MULCH.
2. ALL PLANTING AREAS SHALL RECEIVE 12" PLANTING SOIL. LAWN AND OTHER NATIVE SEEDED AREAS SHALL RECEIVE 6" MIN. PLANTING SOIL. SEE SPECIFICATIONS FOR PREPARING THE SITE PRIOR TO PLANTING.
3. SEE SITE DEMO PLANS FOR PRIVATE TREE REMOVALS.
4. CITY FORESTRY WILL DETERMINE STREET TREE PLANTING SITES AND TREE SPECIES TYPE.
5. IMPROVEMENTS DEPICTED IN THE RIGHT-OF-WAY ARE FOR INFORMATION ONLY. 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.

NOT FOR CONSTRUCTION

LAND USE APPLICATION / UDC	1	2025.05.27
Issued For	Revision	Date

PROJECT TEAM
THRESHOLD BUILDS
THRESHOLD SACRED DEVELOPMENT
WYSER ENGINEERING
STRUCTURAL ENGINEER
BERNAU DESIGN
ART & SONS

BERNAU
design + landscape architecture
3901 SAINT CLAIR ST
MADISON, WI 53711
bernau-design.com

CERTIFICATION

CLIENT
COMMON GRACE, LLC

STATUS
LANDUSE SUBMITTAL

PROJECT
EASTMORLAND COMMUNITY CENTER + HOUSING

INFORMATION
PROJECT NO
DATE 05/27/2025
DRAWN BY
CHECKED BY

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SHEET NAME
RENDERED SITE PLAN

THRESHOLD BUILDS

REVISION

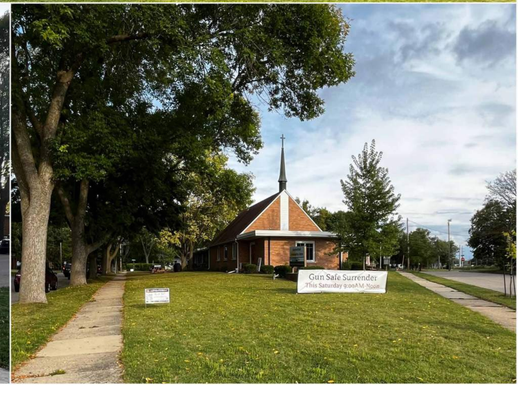
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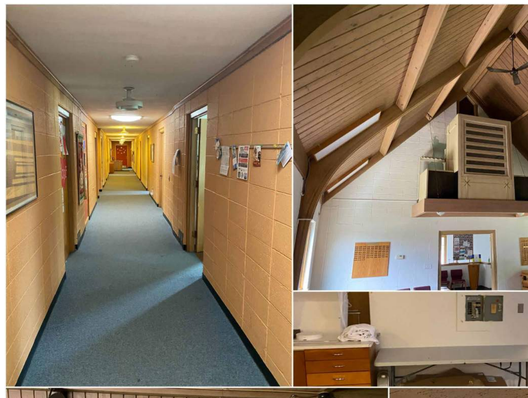


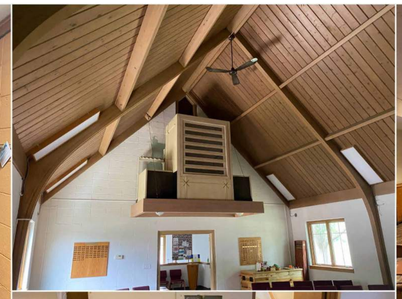




3565 TULANE AVENUE - EXTERIOR IMAGES

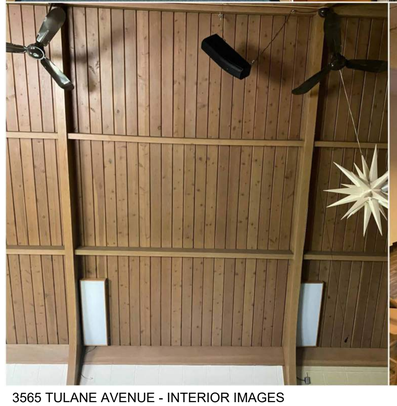
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2 INCHES
IF ACTUAL DIMENSION IS NOT 2 INCHES THE SHEET IS SCALED INCORRECTLY
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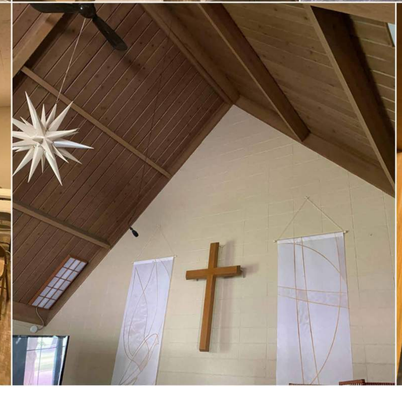














3565 TULANE AVENUE - INTERIOR IMAGES

LAND USE APPLICATION / UDC	1	2025.05.27
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PROJECT TEAM
THRESHOLD BUILDS
THRESHOLD SACRED DEVELOPMENT
WYSER ENGINEERING
STRUCTURAL ENGINEER
BERNAU DESIGN
ART & SONS

NOT FOR CONSTRUCTION

CLIENT
COMMON GRACE, LLC

STATUS
LAND USE SUBMITTAL

PROJECT
EASTMORLAND COMMUNITY CENTER + HOUSING

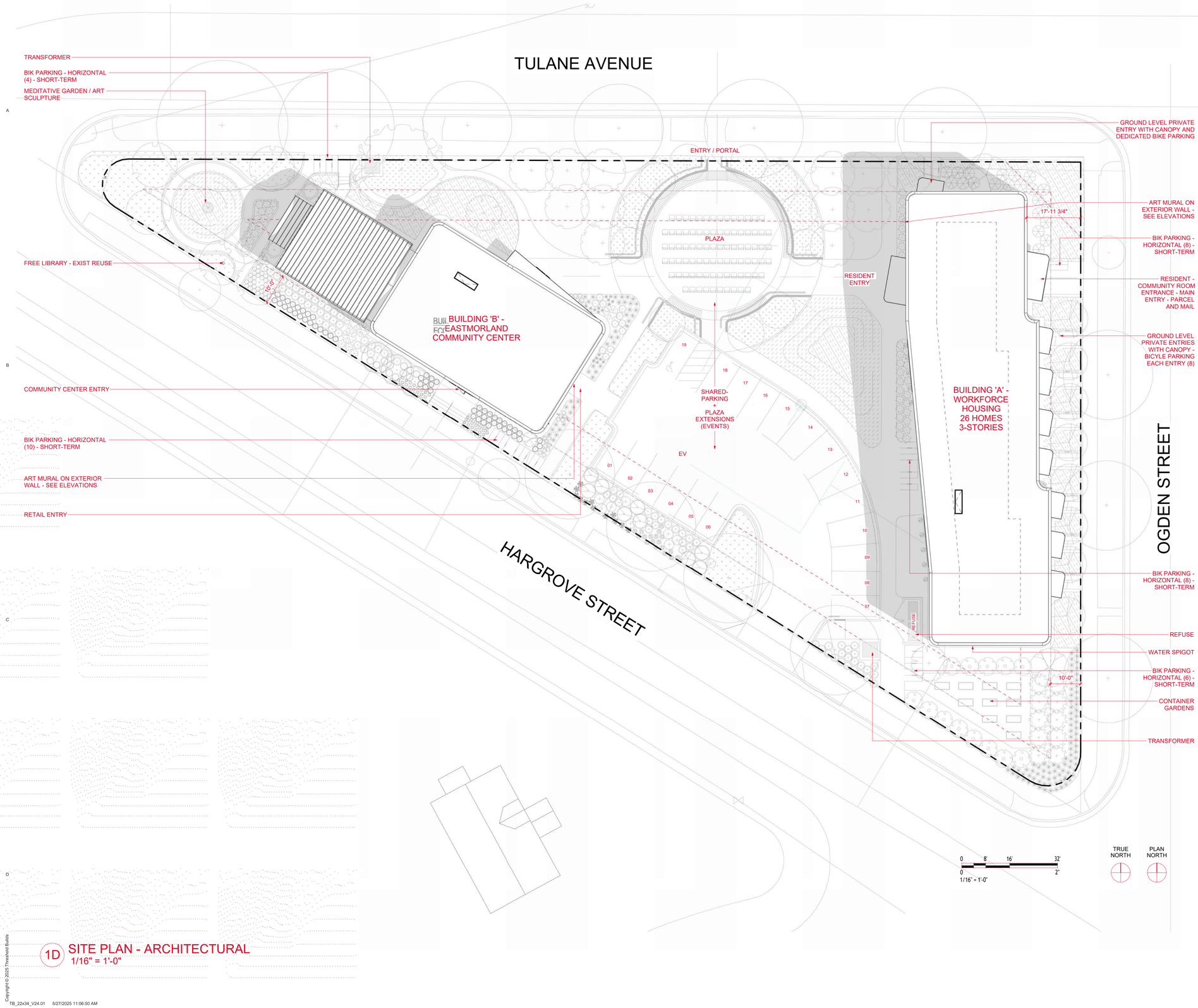
INFORMATION
PROJECT NO 24-0012
DATE 2025.05.27
DRAWN BY SM
CHECKED BY SM

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THRESHOLD BUILDS

SHEET NAME
DEMOLTION - EXIST PHOTOS AND SITE CONTEXT

REVISION 1
SHEET NO **D011**



1D SITE PLAN - ARCHITECTURAL
1/16" = 1'-0"

2 INCHES
IF ACTUAL DIMENSION IS NOT 2 INCHES THE SHEET IS SCALED INCORRECTLY

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SITE INFORMATION

ADDRESS:	3565 TULANE AVENUE
PARCEL NO:	0710-092-0501-6
ZONING DISTRICT	TR-C2 EXISTING / PD PROPOSED
ALDERMANIC DISTRICT:	DISTRICT 15
NEIGHBORHOOD ASSOC:	EASTMORLAND COMMUNITY ASSOCIATION

STATISTICS:

LOT AREA:	37,520 (0.86 ACRES)
DWELLING UNITS (DU):	26
LOT AREA / DU:	1,443 SF
DENSITY:	30.19 DU/ACRE
USABLE OPEN SPACE:	21,982 SF
OPEN SPACE/DU:	845 SF
BUILDING FOOTPRINT:	10,297 SF
IMPERVIOUS VEHICLE:	5,241 SF
LOT COVERAGE:	15,538 SF
BUILDING HEIGHT:	3-STORIES / 37'-5"
BUILDING AREAS:	
BUILDING A:	18,588 GSF (6,196 GSF/LEVEL)
BUILDING B:	7,236 GSF (6,628 NET SF)
DWELLING UNIT MIX:	
STUDIO:	18
1-BEDROOM:	3
2-BEDROOM:	4
3-BEDROOM:	1
TOTAL:	26
PARKING VEHICULAR:	
PARKING REQUIRED:	0 (TOD)
SURFACE:	19
STRUCTURED:	0
EV CHARGER PARKING:	
EV-READY:	4 REQUIRED / 4 PROVIDED
EV-INSTALLED:	1 REQUIRED / 2 PROVIDED
BICYCLE PARKING:	
HOUSING:	24 SPACES (14 VERTICAL, 10 HORIZONTAL)
SITE:	38 HORIZONTAL SPACES

BUILDING A (HOUSING)

LEVEL 01	6,196 GSF
LEVEL 02	6,196 GSF
LEVEL 03	6,196 GSF
TOTAL	18,588 GSF

BUILDING B (COMMUNITY CENTER)

LEVEL 01	4,101 GSF
LEVEL 02	3,135 GSF (NOTE: 3,076 = 75% OF LEVEL 01 - TOD)
TOTAL	7,236 GSF
NET	6,628 SF

BUILDING A AND BUILDING B TOTAL

TOTAL	25,824 GSF

Issued For	Revision	Date
LAND USE APPLICATION / UDC	1	2025.05.27

PROJECT TEAM
THRESHOLD BUILDS
THRESHOLD SACRED DEVELOPMENT
WYSER ENGINEERING
STRUCTURAL ENGINEER
BERNAU DESIGN
ART & SONS

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CLIENT
COMMON GRACE, LLC

STATUS
LAND USE SUBMITTAL

PROJECT
EASTMORLAND COMMUNITY CENTER + HOUSING

INFORMATION

PROJECT NO	24-0012
DATE	2025.05.27
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SHEET NAME
SITE PLAN - ARCHITECTURAL

THRESHOLD BUILDS

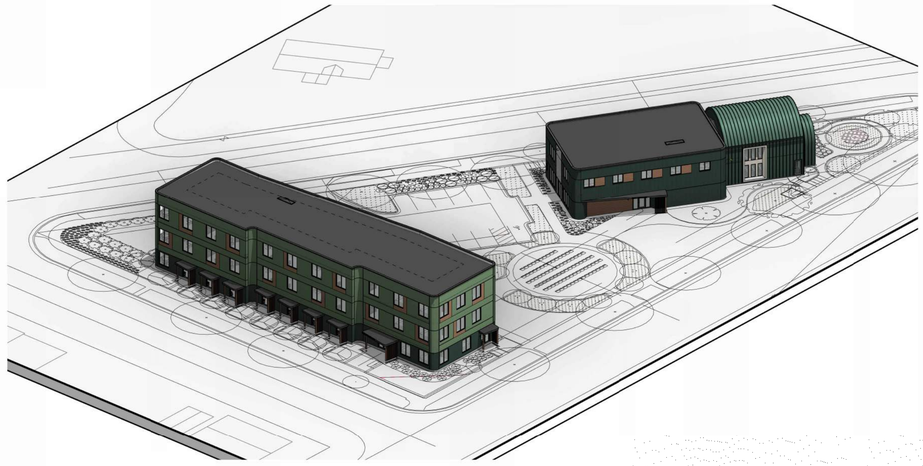
REVISION	SHEET NO
1	A010



1B ORTHOGRAPHIC - ECC



1C ORTHOGRAPHIC - ECC



3B ORTHOGRAPHIC - AERIAL VIEW - NORTHEAST



3C ORTHOGRAPHIC - AERIAL VIEW - SOUTHEAST



3D ORTHOGRAPHIC - AERIAL VIEW - NORTH

LAND USE APPLICATION / UDC	1	2025.05.27
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PROJECT TEAM
THRESHOLD BUILDS
THRESHOLD RACINE'S DEVELOPMENT
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STRUCTURAL ENGINEER
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PROJECT
EASTMORLAND COMMUNITY CENTER + HOUSING

INFORMATION
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SHEET NAME
ARCHITECTURAL RENDERINGS

THRESHOLD BUILDS

REVISION 1

SHEET NO **A020**

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1B ORTHOGRAPHIC - HOUSING



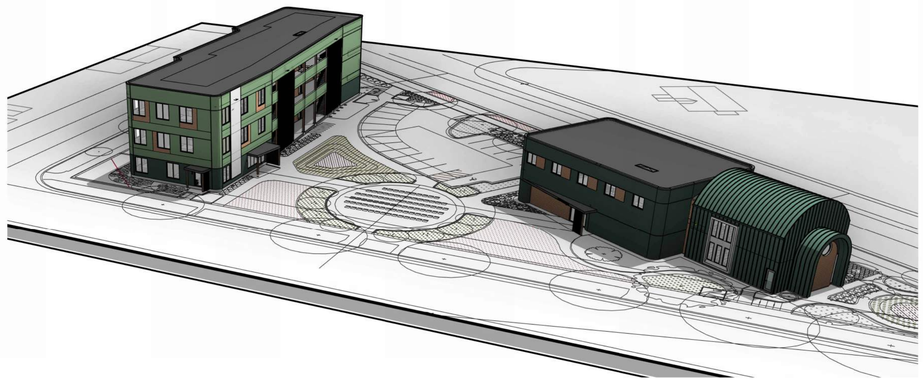
1C ORTHOGRAPHIC - HOUSING



1D ORTHOGRAPHIC - HOUSING



3C PERSPECTIVE - AERIAL VIEW



3D PERSPECTIVE - AERIAL VIEW

LAND USE APPLICATION / UDC	1	2025.05.27
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PROJECT TEAM
THRESHOLD BUILDS
THRESHOLD SACRED DEVELOPMENT
WRIGHT ENGINEERING
STRUCTURAL ENGINEER
BERNAU DESIGN
ART & SONS

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PROJECT
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INFORMATION
PROJECT NO 24-0012
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SHEET NAME
ARCHITECTURAL RENDERINGS

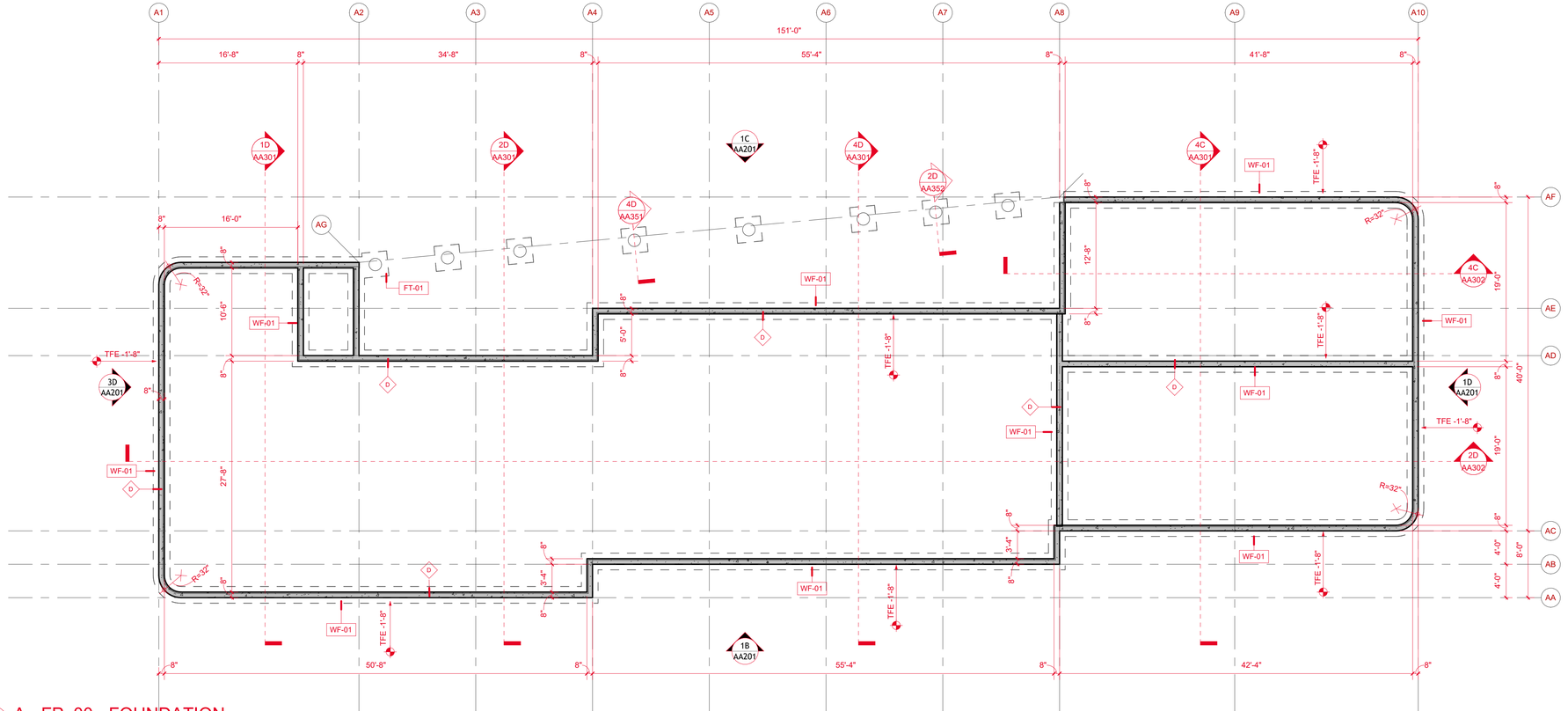
THRESHOLD BUILDS

REVISION 1
SHEET NO **A021**

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KEYNOTES

KEY (SPEC SECTION) - PRODUCT - DESCRIPTION



1D A - FP_00 - FOUNDATION
1/8" = 1'-0"

LAND USE APPLICATION / UDC	1	2025.05.27
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PROJECT TEAM
THRESHOLD BUILDS
THRESHOLD SACRED DEVELOPMENT
WYSER ENGINEERING
STRUCTURAL ENGINEER
BERNAU DESIGN
ART & SONS

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COMMON GRACE, LLC

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PROJECT
EASTMORLAND COMMUNITY CENTER + HOUSING

INFORMATION
PROJECT NO 24-0012
DATE 2025.05.27
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THRESHOLD BUILDS

SHEET NAME
BUILDING A - FLOOR PLAN - FOUNDATION

REVISION 1

SHEET NO AA100

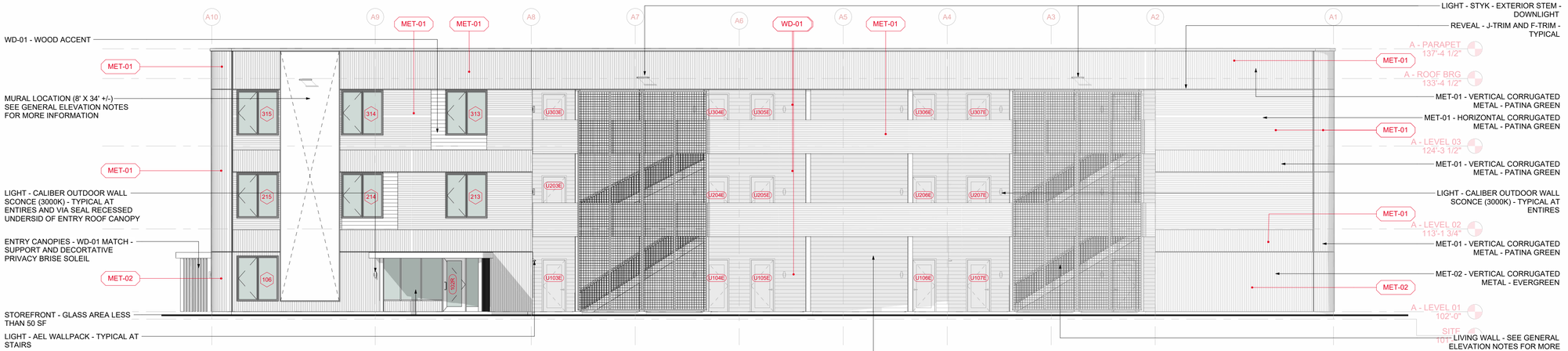
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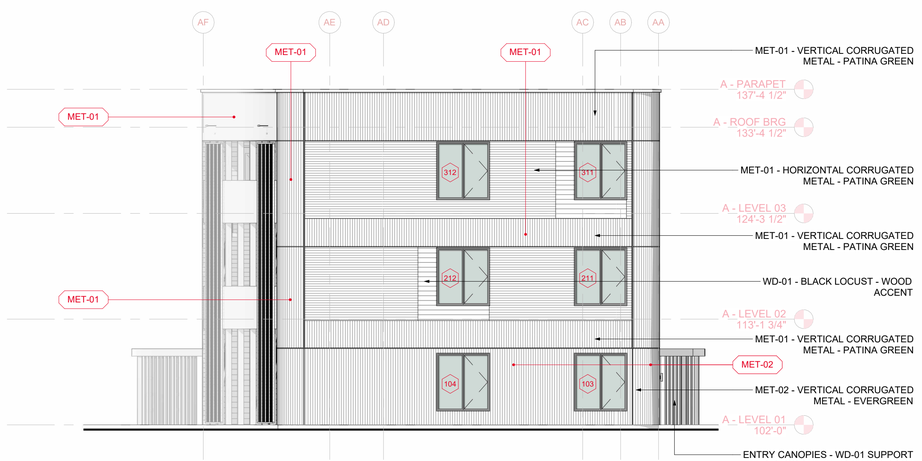
1B BUILDING A - EXTERIOR ELEVATION - EAST
1/8" = 1'-0"



1C BUILDING A - EXTERIOR ELEVATION - WEST
1/8" = 1'-0"



1D BUILDING A - EXTERIOR ELEVATION - NORTH
1/8" = 1'-0"



3D BUILDING A - EXTERIOR ELEVATION - SOUTH
1/8" = 1'-0"

MATERIAL ID SCHEDULE

ID	SPEC	DESCRIPTION
COPING	07	MATTE BLACK
EIFS-01	07	EIFS - NEUTRAL / NATURAL WHITE
EPDM	07 53 23	EPDM ROOFING
INSUL-01	07 21 00	EPS
INSUL-02	07 21 00	FIBERGLASS BATT (R-21)
INSUL-03	07 21 00	ACOUSTICAL
INSUL-04	07 21 00	-
INSUL-05	07 21 00	-
INSUL-06	07 21 00	-
MET-01	07 41 13	COR MET - MULTI-COR - PATINA GREEN
MET-02	07 42 13	COR MET - MULTI-COR - EVERGREEN
MET-03	07 42 13	STAND SEAM MET - 138T - EVERGREEN
SAM-01	07 25 00	-
SDNG-01	07 46 42	LP SMARTSIDE - TIMBERLAND SU - ALT
SEALANT	07 92 00	OSI SC175 - GREENGUARD
TAPE-01	07 25 00	TYVEK WINDOW TAPE
TAPE-02	07 25 00	3M 8067
VB-01	07 27 00	STEGO WRAP VB (15-MIL)
VB-02	07 27 00	CERTAINTEED MEMBRAIN
WD-01	00 00 00	BLACK LOCUST - ACCENT WOOD
WRB-01	07 25 00	TYVEK DRAINWRAP
WRB-02	07 41 13	SA ROOF UNDERLAYMENT

NOTE: REFER TO PROJECT SPECIFICATIONS FOR MORE INFORMATION

GENERAL ELEVATION NOTES

1. BIRD-SAFE GLAZING - BUILDING FACADES ARE LESS THAN 50% GLAZING AND ALL OF THE WINDOWS, OR MULLED WINDOWS, ARE LESS THAN 50 SF OF GLAZING, UNO ON ELEVATIONS.
2. MURAL DETAILS
   A. MEDIUM DENSITY OVERLAY (MDO) ON CORAVENT STURDI-STRIP - MURAL EDGE DETAIL INCLUDES J-TRIM CLOSURE AND F-TRIM REVEAL COLOR TO MATCH ADJACENT EXTERIOR MATERIAL - MURAL FINISH BY ARTIST - INCLUDES POLYTAB NON-WOVEN FABRIC MEDIUM PRIMED AND PAINTED WITH EXTERIOR GRADE PAINT - UV PROTECTIVE TOPCOAT - ADHERED WITH NOVA GEL ACRYLIC TO MDO - FINISH LAYER OF ANTI-GRAFFITI BARRIER (OKON GRAFFITI BARRIER)
3. LIVING WALL DETAILS
   A. 50" X 16' WIRE FENCING ON HORIZONTAL 18' X 2" GALVANIZED POST MOUNTED TO BUILDING POSTS WITH HEAVY GAUGE PIPE STRAPS

LAND USE APPLICATION / UDC	1	2025.05.27
Issued For	Revision	Date

PROJECT TEAM
THRESHOLD BUILDS
THRESHOLD SACRED DEVELOPMENT
WHITAKER SUNKEN
STRUCTURAL ENGINEER
BERNAU DESIGN
ART & SONS

NOT FOR CONSTRUCTION

CLIENT
COMMON GRACE, LLC

STATUS
LAND USE SUBMITTAL

PROJECT
EASTMORLAND COMMUNITY CENTER + HOUSING

INFORMATION
PROJECT NO 24-0012
DATE 2025.05.27
DRAWN BY SM
CHECKED BY SM

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SHEET NAME
BUILDING A - ELEVATIONS - EXTERIOR

THRESHOLD BUILDS

REVISION 1

SHEET NO **AA201**

2 INCHES
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MET-01 - VERTICAL CORRUGATED METAL - PATINA GREEN
A - PARAPET 137'-4 1/2"
MET-01 - HORIZONTAL CORRUGATED METAL - PATINA GREEN
A - LEVEL 03 124'-3 1/2"
MET-01 - VERTICAL CORRUGATED METAL - PATINA GREEN
WD-01 - BLACK LOCUST - WOOD ACCENT
A - LEVEL 02 113'-1 3/4"
MET-01 - VERTICAL CORRUGATED METAL - PATINA GREEN
MET-02 - VERTICAL CORRUGATED METAL - EVERGREEN
LIGHT - VIA SEAL RECESSED - UNDERSIDE OF ENTRY ROOF CANOPY
A - LEVEL 01 102'-0"
ENTRY CANOPIES - WD-01 MATCH - SUPPORT AND DECORTATIVE PRIVACY BRISE SOLEIL
LIGHT - CALIBER OUTDOOR WALL SCONCE (3000K) - TYPICAL AT ENTRIES

1B BUILDING A - EXTERIOR ELEVATION - EAST
1/8" = 1'-0"



LIGHT - STYK - EXTERIOR STEM - DOWNLIGHT
REVEAL - J-TRIM AND F-TRIM - TYPICAL
A - PARAPET 137'-4 1/2"
MET-01 - VERTICAL CORRUGATED METAL - PATINA GREEN
MET-01 - HORIZONTAL CORRUGATED METAL - PATINA GREEN
A - LEVEL 03 124'-3 1/2"
MET-01 - VERTICAL CORRUGATED METAL - PATINA GREEN
LIGHT - CALIBER OUTDOOR WALL SCONCE (3000K) - TYPICAL AT ENTIRES
A - LEVEL 02 113'-1 3/4"
MET-01 - VERTICAL CORRUGATED METAL - PATINA GREEN
MET-02 - VERTICAL CORRUGATED METAL - EVERGREEN
A - LEVEL 01 102'-0"
LIVING WALL - SEE GENERAL ELEVATION NOTES FOR MORE INFORMATION
WD-01 - BLACK LOCUST - OR SDNG-01 ALT

WD-01 - WOOD ACCENT
MURAL LOCATION (8' X 34' +/-) SEE GENERAL ELEVATION NOTES FOR MORE INFORMATION
LIGHT - CALIBER OUTDOOR WALL SCONCE (3000K) - TYPICAL AT ENTIRES AND VIA SEAL RECESSED UNDERSID OF ENTRY ROOF CANOPY
ENTRY CANOPIES - WD-01 MATCH - SUPPORT AND DECORTATIVE PRIVACY BRISE SOLEIL
STOREFRONT - GLASS AREA LESS THAN 50 SF
LIGHT - AEL WALLPACK - TYPICAL AT STAIRS

1C BUILDING A - EXTERIOR ELEVATION - WEST
1/8" = 1'-0"



A - PARAPET 137'-4 1/2"
MET-01 - VERTICAL CORRUGATED METAL - PATINA GREEN
MET-01 - HORIZONTAL CORRUGATED METAL - PATINA GREEN
A - LEVEL 03 124'-3 1/2"
MET-01 - VERTICAL CORRUGATED METAL - PATINA GREEN
WD-01 - BLACK LOCUST - WOOD ACCENT
A - LEVEL 02 113'-1 3/4"
MET-01 - VERTICAL CORRUGATED METAL - PATINA GREEN
MET-02 - VERTICAL CORRUGATED METAL - EVERGREEN
LIGHT - CALIBER OUTDOOR WALL SCONCE (3000K) - TYPICAL AT ENTRIES
A - LEVEL 01 102'-0"
ENTRY CANOPIES - WD-01 SUPPORT AND DECORTATIVE PRIVACY BRISE SOLEIL

1D BUILDING A - EXTERIOR ELEVATION - NORTH
1/8" = 1'-0"



A - PARAPET 137'-4 1/2"
MET-01 - VERTICAL CORRUGATED METAL - PATINA GREEN
MET-01 - HORIZONTAL CORRUGATED METAL - PATINA GREEN
A - LEVEL 03 124'-3 1/2"
MET-01 - VERTICAL CORRUGATED METAL - PATINA GREEN
WD-01 - BLACK LOCUST - WOOD ACCENT
A - LEVEL 02 113'-1 3/4"
MET-01 - VERTICAL CORRUGATED METAL - PATINA GREEN
MET-02 - VERTICAL CORRUGATED METAL - EVERGREEN
A - LEVEL 01 102'-0"
ENTRY CANOPIES - WD-01 SUPPORT AND DECORTATIVE PRIVACY BRISE SOLEIL

3D BUILDING A - EXTERIOR ELEVATION - SOUTH
1/8" = 1'-0"

MATERIAL ID SCHEDULE

ID	SPEC	DESCRIPTION
COPING	07	MATTE BLACK
EIFS-01	07	EIFS - NEUTRAL / NATURAL WHITE
EPDM	07 53 23	EPDM ROOFING
INSUL-01	07 21 00	EPS
INSUL-02	07 21 00	FIBERGLASS BATT (R-21)
INSUL-03	07 21 00	ACOUSTICAL
INSUL-04	07 21 00	-
INSUL-05	07 21 00	-
INSUL-06	07 21 00	-
MET-01	07 41 13	COR MET - MULTI-COR - PATINA GREEN
MET-02	07 42 13	COR MET - MULTI-COR - EVERGREEN
MET-03	07 42 13	STAND SEAM MET - 138T - EVERGREEN
SAM-01	07 25 00	-
SDNG-01	07 46 42	LP SMARTSIDE - TIMBERLAND SU - ALT
SEALANT	07 92 00	OSI SC175 - GREENGUARD
TAPE-01	07 25 00	TYVEK WINDOW TAPE
TAPE-02	07 25 00	3M 8067
VB-01	07 27 00	STEGO WRAP VB (15-MIL)
VB-02	07 27 00	CERTAINTEED MEMBRAIN
WD-01	00 00 00	BLACK LOCUST - ACCENT WOOD
WRB-01	07 25 00	TYVEK DRAINWRAP
WRB-02	07 41 13	SA ROOF UNDERLAYMENT

NOTE: REFER TO PROJECT SPECIFICATIONS FOR MORE INFORMATION

GENERAL ELEVATION NOTES

1. BIRD-SAFE GLAZING - BUILDING FACADES ARE LESS THAN 50% GLAZING AND ALL OF THE WINDOWS, OR MULLED WINDOWS, ARE LESS THAN 50 SF OF GLAZING, UNO ON ELEVATIONS.
2. MURAL DETAILS
   A. MEDIUM DENSITY OVERLAY (MDO) ON CORAVENT STURDI-STRIP - MURAL EDGE DETAIL INCLUDES J-TRIM CLOSURE AND F-TRIM REVEAL COLOR TO MATCH ADJACENT EXTERIOR MATERIAL - MURAL FINISH BY ARTIST - INCLUDES POLYTAB NON-WOVEN FABRIC MEDIUM PRIMED AND PAINTED WITH EXTERIOR GRADE PAINT - UV PROTECTIVE TOPCOAT - ADHERED WITH NOVA GEL ACRYLIC TO MDO - FINISH LAYER OF ANTI-GRAFFITI BARRIER (OKON GRAFFITI BARRIER)
3. LIVING WALL DETAILS
   A. 50" X 16' WIRE FENCING ON HORIZONTAL 18' X 2" GALVANIZED POST MOUNTED TO BUILDING POSTS WITH HEAVY GAUGE PIPE STRAPS

LAND USE APPLICATION / UDC	1	2025.05.27
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PROJECT TEAM
THRESHOLD BUILDS
THRESHOLD SACRED DEVELOPMENT
WYSER ENGINEERING
STRUCTURAL ENGINEER
BERNAU DESIGN
ART & SONS

NOT FOR CONSTRUCTION

CLIENT
COMMON GRACE, LLC

STATUS
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PROJECT
EASTMORLAND COMMUNITY CENTER + HOUSING

INFORMATION
PROJECT NO 24-0012
DATE 2025.05.27
DRAWN BY SM
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SHEET NAME
BUILDING A - ELEVATIONS - EXTERIOR - COLOR

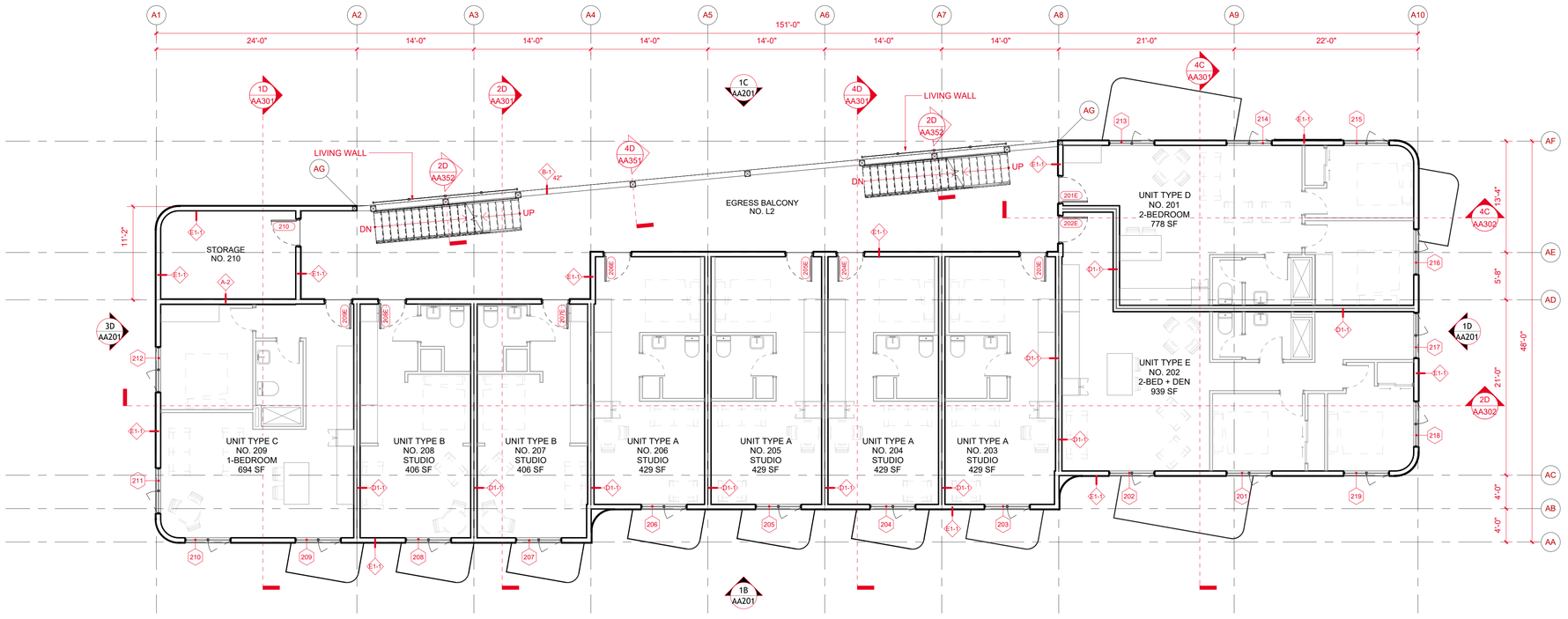
THRESHOLD BUILDS

REVISION 1
SHEET NO **AA202**

2 INCHES
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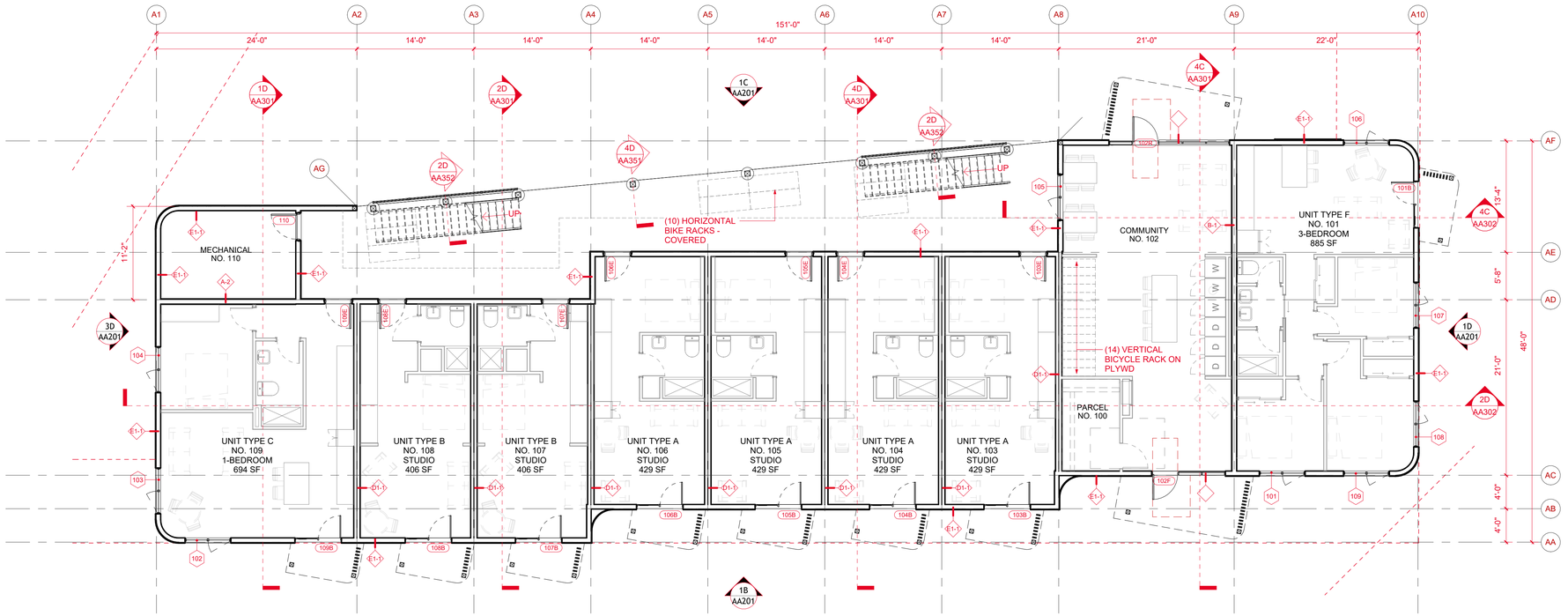
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1B BUILDING A - FLOOR PLAN - LEVEL 02

1/8" = 1'-0"



1D BUILDING A - FLOOR PLAN - LEVEL 01

1/8" = 1'-0"

KEYNOTES

KEY (SPEC SECTION) - PRODUCT - DESCRIPTION

LAND USE APPLICATION / UDC	1	2025.05.27
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THRESHOLD SACRED DEVELOPMENT
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STRUCTURAL ENGINEER
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CLIENT
COMMON GRACE, LLC

STATUS
LAND USE SUBMITTAL

PROJECT
EASTMORLAND COMMUNITY CENTER + HOUSING

INFORMATION
PROJECT NO 24-0012
DATE 2025.05.27
DRAWN BY TB
CHECKED BY SM

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THRESHOLD BUILDS

SHEET NAME
BUILDING A - FLOOR PLAN - LEVEL 01 AND 02

REVISION 1

SHEET NO **AA101**

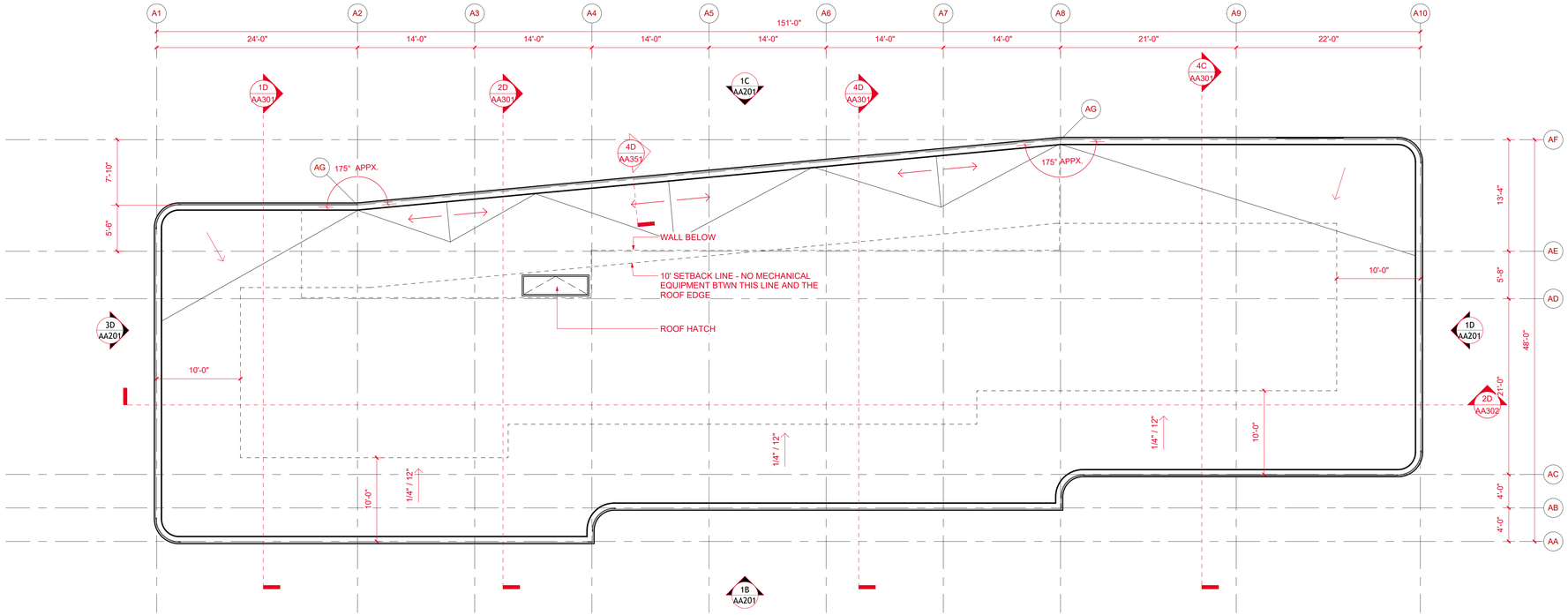
2 INCHES
IF ACTUAL DIMENSION IS NOT 2 INCHES THE SHEET IS SCALED INCORRECTLY

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TB_22x34_V24.01 5/27/2025 11:08:12 AM

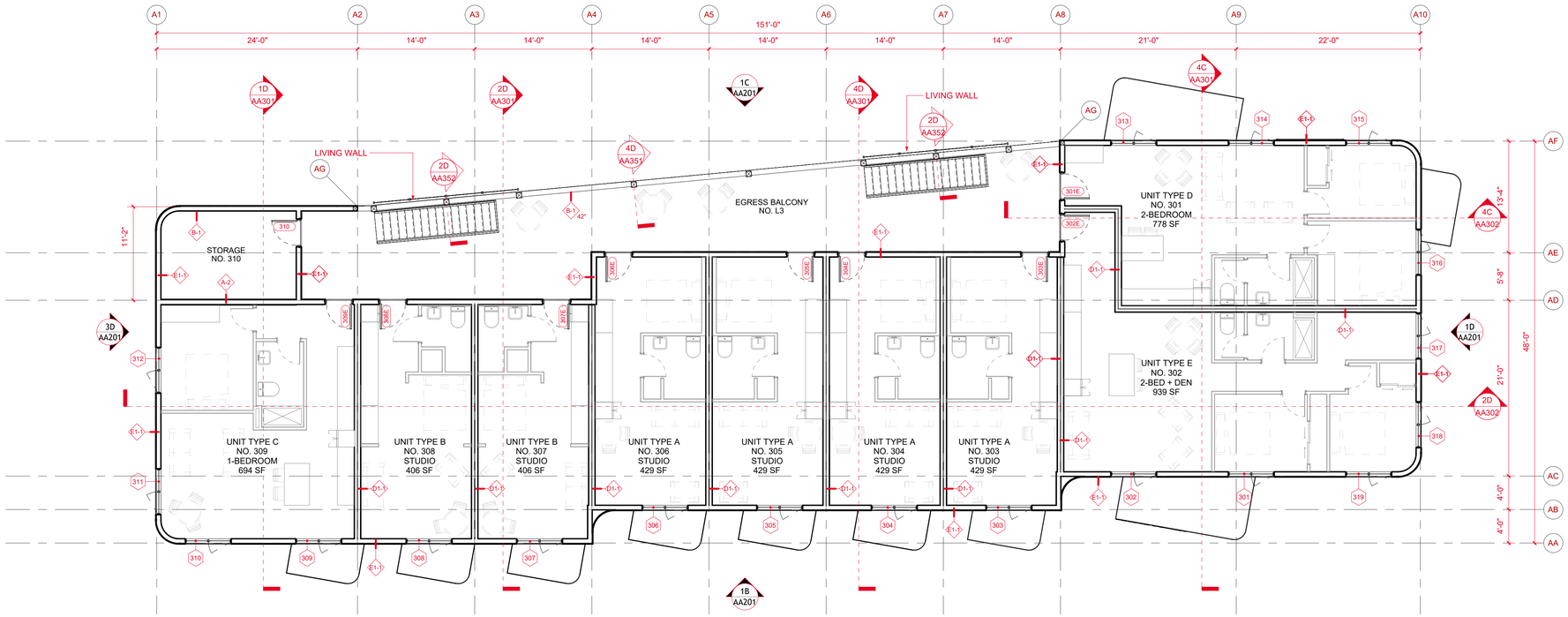
KEYNOTES

KEY (SPEC SECTION) - PRODUCT - DESCRIPTION



1B BUILDING A - ROOF PLAN

1/8" = 1'-0"



1D BUILDING A - FLOOR PLAN - LEVEL 03

1/8" = 1'-0"

LAND USE APPLICATION / UDC	1	2025.05.27
Issued For	Revision	Date

PROJECT TEAM
THRESHOLD BUILDS
THRESHOLD SACRED DEVELOPMENT
WYSER ENGINEERING
STRUCTURAL ENGINEER
BERNAU DESIGN
ART & SONS

NOT FOR CONSTRUCTION

CLIENT
COMMON GRACE, LLC

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CHECKED BY SM

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THRESHOLD BUILDS

SHEET NAME
BUILDING A - FLOOR PLANS - LEVEL 03 AND ROOF

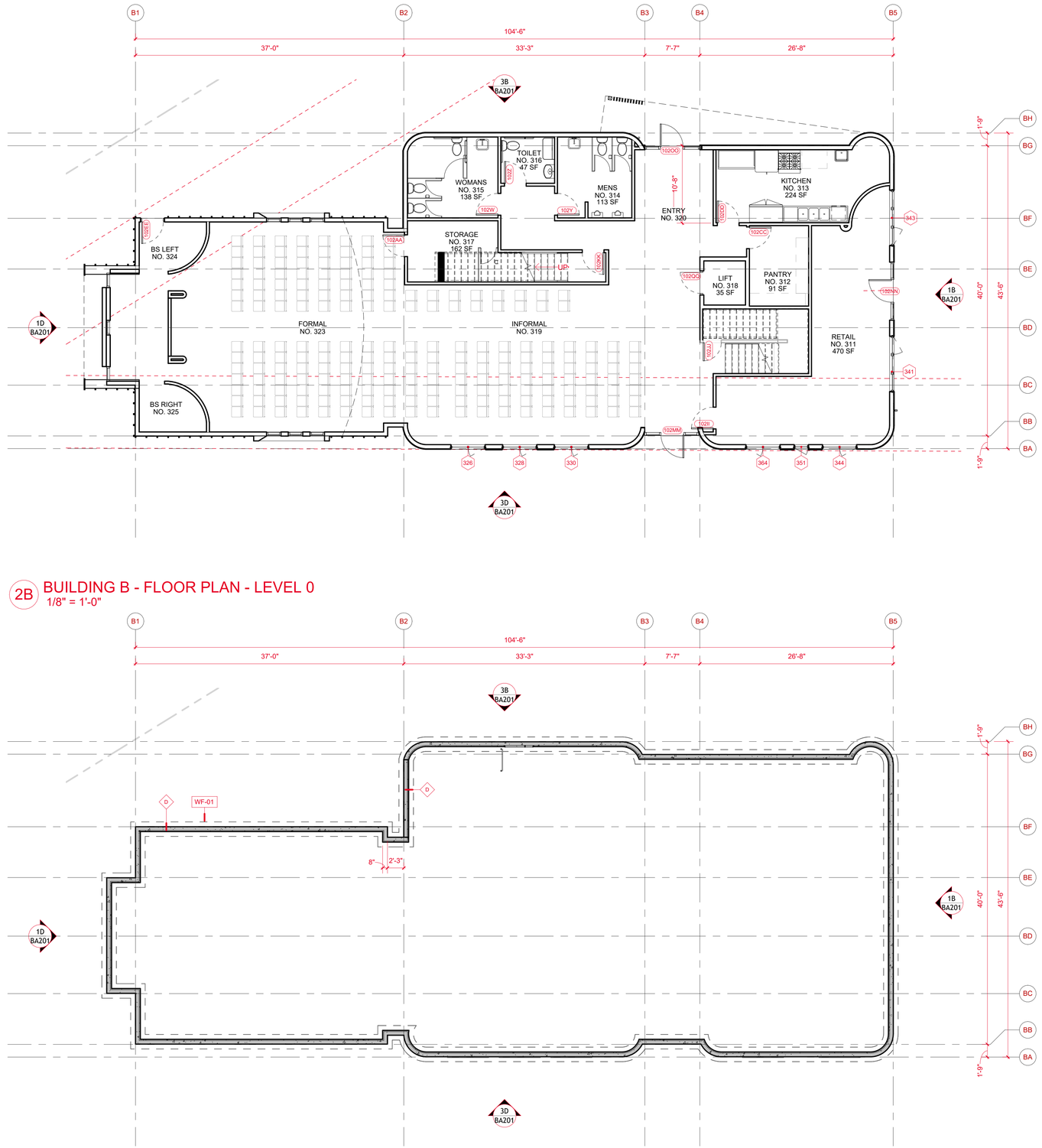
REVISION 1

SHEET NO **AA102**

2 INCHES
IF ACTUAL DIMENSION IS NOT 2 INCHES THE SHEET IS SCALED INCORRECTLY

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KEYNOTES

KEY (SPEC SECTION) - PRODUCT - DESCRIPTION

2B BUILDING B - FLOOR PLAN - LEVEL 0
1/8" = 1'-0"

2D BUILDING B - FOUNDATION PLAN
1/8" = 1'-0"

LAND USE APPLICATION / UDC	1	2025.05.27
Issued For	Revision	Date

PROJECT TEAM
THRESHOLD BUILDS
THRESHOLD SACRED DEVELOPMENT
WYSS ENGINEERING
STRUCTURAL ENGINEER
BERNAU DESIGN
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PROJECT
EASTMORLAND COMMUNITY CENTER + HOUSING

INFORMATION
PROJECT NO 24-0012
DATE 2025.05.27
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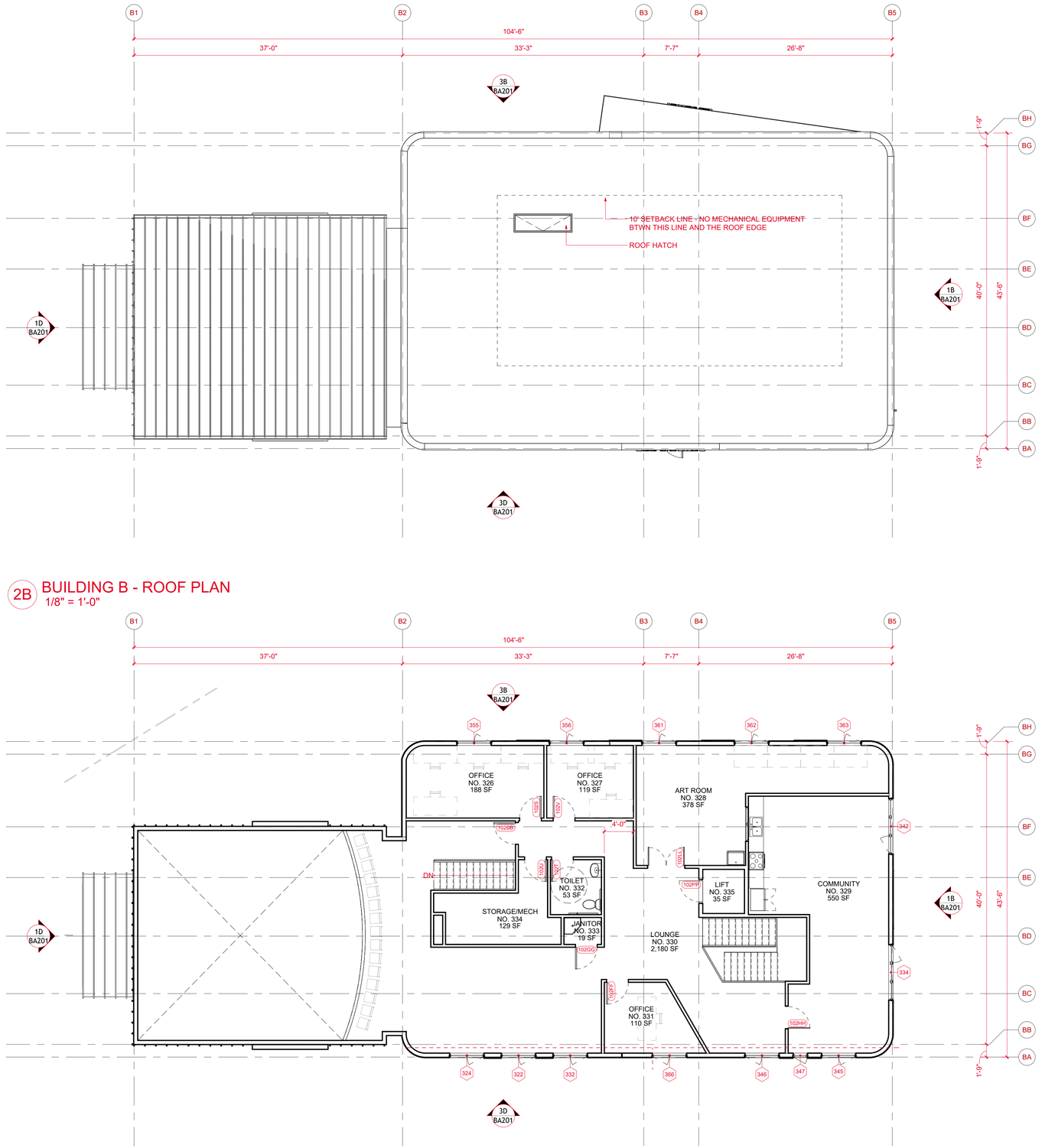
SHEET NAME
BUILDING B - FLOOR PLAN - FOUNDATION AND LEVEL 01

THRESHOLD BUILDS

REVISION 1
SHEET NO **BA101**

2 INCHES
IF ACTUAL DIMENSION IS NOT 2 INCHES THE SHEET IS SCALED INCORRECTLY
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2D BUILDING B - FLOOR PLAN - LEVEL 02
1/8" = 1'-0"

2B BUILDING B - ROOF PLAN
1/8" = 1'-0"

KEYNOTES

KEY (SPEC SECTION) - PRODUCT - DESCRIPTION

LAND USE APPLICATION / UDC	1	2025.05.27
Issued For	Revision	Date

PROJECT TEAM
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SHEET NAME
BUILDING B - FLOOR PLAN - LEVEL 02 AND ROOF

THRESHOLD BUILDS

REVISION 1

SHEET NO **BA102**

2 INCHES
IF ACTUAL DIMENSION IS NOT 2 INCHES THE SHEET IS SCALED INCORRECTLY
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TB_22x34_V24.01 5/27/2025 11:09:22 AM

MATERIAL ID SCHEDULE

ID	SPEC	DESCRIPTION
COPING	07	MATTE BLACK
EIFS-01	07	EIFS - NEUTRAL / NATURAL WHITE
EPDM	07 53 23	EPDM ROOFING
INSUL-01	07 21 00	EPS
INSUL-02	07 21 00	FIBERGLASS BATT (R-21)
INSUL-03	07 21 00	ACOUSTICAL
INSUL-04	07 21 00	-
INSUL-05	07 21 00	-
INSUL-06	07 21 00	-
MET-01	07 41 13	COR MET - MULTI-COR - PATINA GREEN
MET-02	07 42 13	COR MET - MULTI-COR - EVERGREEN
MET-03	07 42 13	STAND SEAM MET - 138T - EVERGREEN
SAM-01	07 25 00	-
SDNG-01	07 46 42	LP SMARTSIDE - TIMBERLAND SU - ALT
SEALANT	07 92 00	OSI SC175 - GREENGUARD
TAPE-01	07 25 00	TYVEK WINDOW TAPE
TAPE-02	07 25 00	3M 8067
VB-01	07 27 00	STEGO WRAP VB (15-MIL)
VB-02	07 27 00	CERTAINTEED MEMBRAIN
WD-01	00 00 00	BLACK LOCUST - ACCENT WOOD
WRB-01	07 25 00	TYVEK DRAINWRAP
WRB-02	07 41 13	SA ROOF UNDERLAYMENT

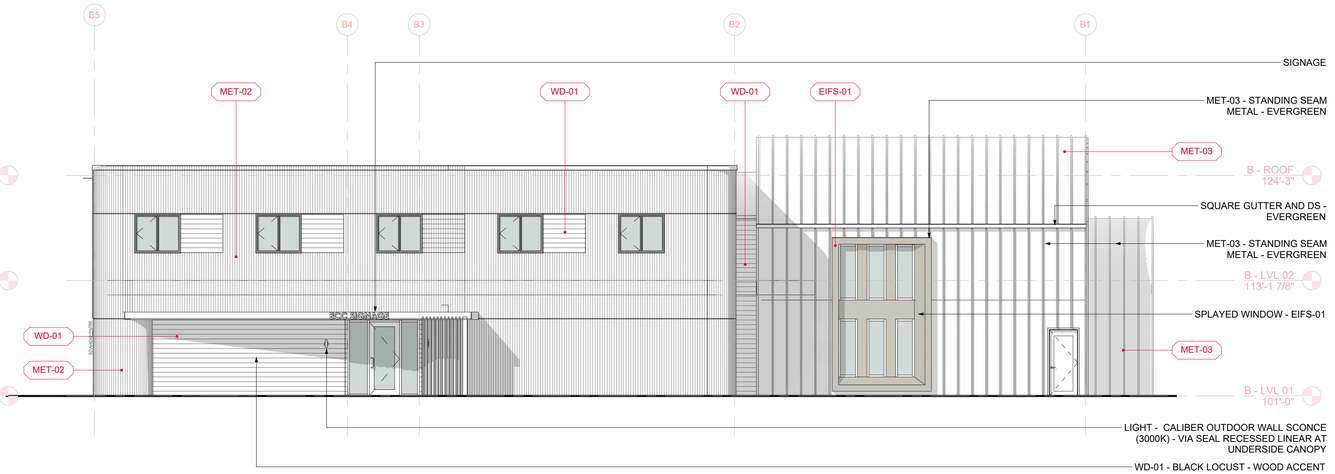
NOTE: REFER TO PROJECT SPECIFICATIONS FOR MORE INFORMATION

GENERAL ELEVATION NOTES

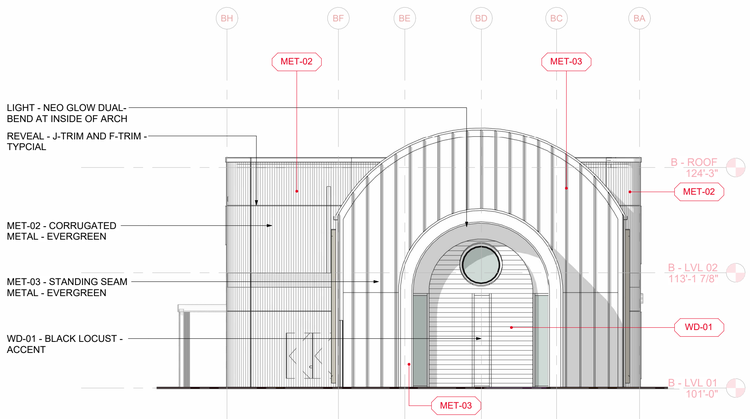
1. BIRD-SAFE GLAZING - BUILDING FACADES ARE LESS THAN 50% GLAZING AND ALL OF THE WINDOWS, OR MULLED WINDOWS, ARE LESS THAN 50 SF OF GLAZING, UNO ON ELEVATIONS.
2. MURAL DETAILS
   A. MEDIUM DENSITY OVERLAY (MDO) ON CORAVENT STURDI-STRIP - MURAL EDGE DETAIL INCLUDES J-TRIM CLOSURE AND F-TRIM REVEAL COLOR TO MATCH ADJACENT EXTERIOR MATERIAL - MURAL FINISH BY ARTIST - INCLUDES POLYTAB NON-WOVEN FABRIC MEDIUM PRIMED AND PAINTED WITH EXTERIOR GRADE PAINT - UV PROTECTIVE TOPCOAT - ADHERED WITH NOVA GEL ACRYLIC TO MDO - FINISH LAYER OF ANTI-GRAFFITI BARRIER (OKON GRAFFITI BARRIER)
3. LIVING WALL DETAILS
   A. 50" X 16' WIRE FENCING ON HORIZONTAL 18' X 2" GALVANIZED POST MOUNTED TO BUILDING POSTS WITH HEAVY GAUGE PIPE STRAPS



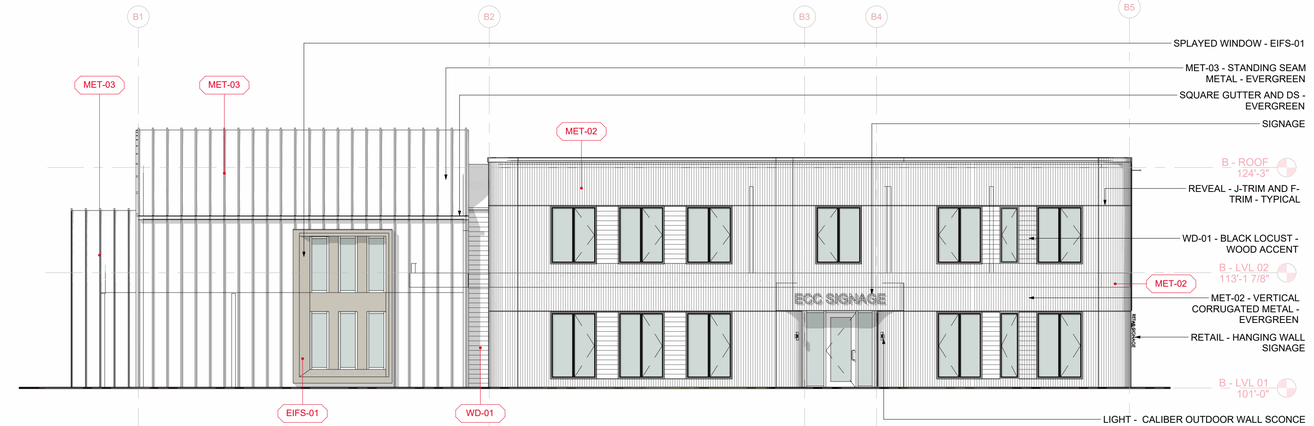
1B BUILDING B - EXTERIOR ELEVATION - EAST
1/8" = 1'-0"



3B BUILDING B - EXTERIOR ELEVATION - NORTH
1/8" = 1'-0"



1D BUILDING B - EXTERIOR ELEVATION - WEST
1/8" = 1'-0"



3D BUILDING B - EXTERIOR ELEVATION - SOUTH
1/8" = 1'-0"

LAND USE APPLICATION / UDC	1	2025.05.27
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THRESHOLD SACRED DEVELOPMENT
WYSER ENGINEERING
STRUCTURAL ENGINEER
BERNAU DESIGN
ART & SONS

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CLIENT
COMMON GRACE, LLC

STATUS
LAND USE SUBMITTAL

PROJECT
EASTMORLAND COMMUNITY CENTER + HOUSING

INFORMATION
PROJECT NO 24-0012
DATE 2025.05.27
DRAWN BY SM
CHECKED BY SM

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THRESHOLD BUILDS

SHEET NAME
BUILDING B - ELEVATIONS - EXTERIOR

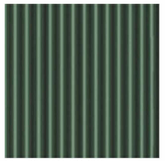
REVISION 1

SHEET NO **BA201**

2 INCHES
IF ACTUAL DIMENSION IS NOT 2 INCHES THE SHEET IS SCALED INCORRECTLY

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MET-01 - MCELORY METAL - MULTI-COR - PATINA GREEN



MET-02 - MCELORY METAL - MULTI-COR - EVERGREEN



MET-03 - MCELORY METAL - 138T - EVERGREEN



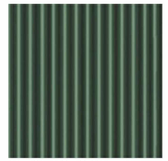
WD-01 - BLACK LOCUST SIDING



EIFS-01 - DRYVIT - NEUTRAL / NATURAL WHITE



MATTE BLACK - WINDOWS, COPING, RAILINGS, STOREFRONTS, TYPICAL



MET-01 - MCELORY METAL - MULTI-COR - PATINA GREEN



MET-02 - MCELORY METAL - MULTI-COR - EVERGREEN



MET-031- MCELORY METAL - 138T - REGAL WHITE



WD-01 - BLACK LOCUST SIDING



EIFS-01 - DRYVIT - NEUTRAL / NATURAL WHITE



MATTE BLACK - WINDOWS, COPING, RAILINGS, STOREFRONTS, TYPICAL

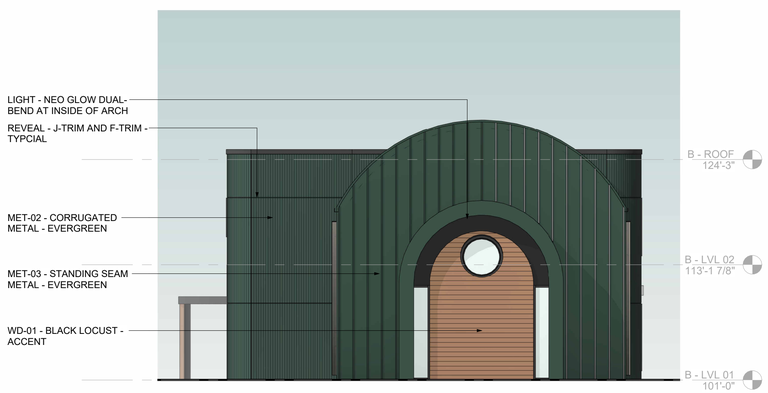
MATERIAL ID SCHEDULE

ID	SPEC	DESCRIPTION
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INSUL-04	07 21 00	-
INSUL-05	07 21 00	-
INSUL-06	07 21 00	-
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MET-02	07 42 13	COR MET - MULTI-COR - EVERGREEN
MET-03	07 42 13	STAND SEAM MET - 138T - EVERGREEN
SAM-01	07 25 00	-
SDNG-01	07 46 42	LP SMARTSIDE - TIMBERLAND SU - ALT
SEALANT	07 92 00	OSI SC175 - GREENGUARD
TAPE-01	07 25 00	TYVEK WINDOW TAPE
TAPE-02	07 25 00	3M 8067
VB-01	07 27 00	STEGO WRAP VB (15-MIL)
VB-02	07 27 00	CERTAINTEED MEMBRAIN
WD-01	00 00 00	BLACK LOCUST - ACCENT WOOD
WRB-01	07 25 00	TYVEK DRAINWRAP
WRB-02	07 41 13	SA ROOF UNDERLAYMENT

NOTE: REFER TO PROJECT SPECIFICATIONS FOR MORE INFORMATION



1B EXTERIOR ELEVATION - EAST
1/8" = 1'-0"



3B EXTERIOR ELEVATION - NORTH
1/8" = 1'-0"



1D EXTERIOR ELEVATION - WEST
1/8" = 1'-0"

3D EXTERIOR ELEVATION - SOUTH
1/8" = 1'-0"

GENERAL ELEVATION NOTES

1. BIRD-SAFE GLAZING - BUILDING FACADES ARE LESS THAN 50% GLAZING AND ALL OF THE WINDOWS, OR MULLED WINDOWS, ARE LESS THAN 50 SF OF GLAZING, UNO ON ELEVATIONS.
2. MURAL DETAILS
   A. MEDIUM DENSITY OVERLAY (MDO) ON CORAVENT STURDI-STRIP - MURAL EDGE DETAIL INCLUDES J-TRIM CLOSURE AND F-TRIM REVEAL COLOR TO MATCH ADJACENT EXTERIOR MATERIAL - MURAL FINISH BY ARTIST - INCLUDES POLYTAB NON-WOVEN FABRIC MEDIUM PRIMED AND PAINTED WITH EXTERIOR GRADE PAINT - UV PROTECTIVE TOPCOAT - ADHERED WITH NOVA GEL ACRYLIC TO MDO - FINISH LAYER OF ANTI-GRAFFITI BARRIER (OKON GRAFFITI BARRIER)
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LAND USE APPLICATION / UDC	1	2025.05.27
Issued For	Revision	Date

PROJECT TEAM
THRESHOLD BUILDS
THRESHOLD SACRED DEVELOPMENT
WYSER ENGINEERING
STRUCTURAL ENGINEER
BERNAU DESIGN
ART & SONS

NOT FOR CONSTRUCTION

CLIENT
COMMON GRACE, LLC

STATUS
LAND USE SUBMITTAL

PROJECT
EASTMORLAND COMMUNITY CENTER + HOUSING

INFORMATION
PROJECT NO 24-0012
DATE 2025.05.27
DRAWN BY SM
CHECKED BY SM

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THRESHOLD BUILDS

SHEET NAME
BUILDING B - ELEVATIONS - EXTERIOR - COLOR

REVISION 1

SHEET NO **BA202**

2 INCHES
IF ACTUAL DIMENSION IS NOT 2 INCHES THE SHEET IS SCALED INCORRECTLY

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NOTES:

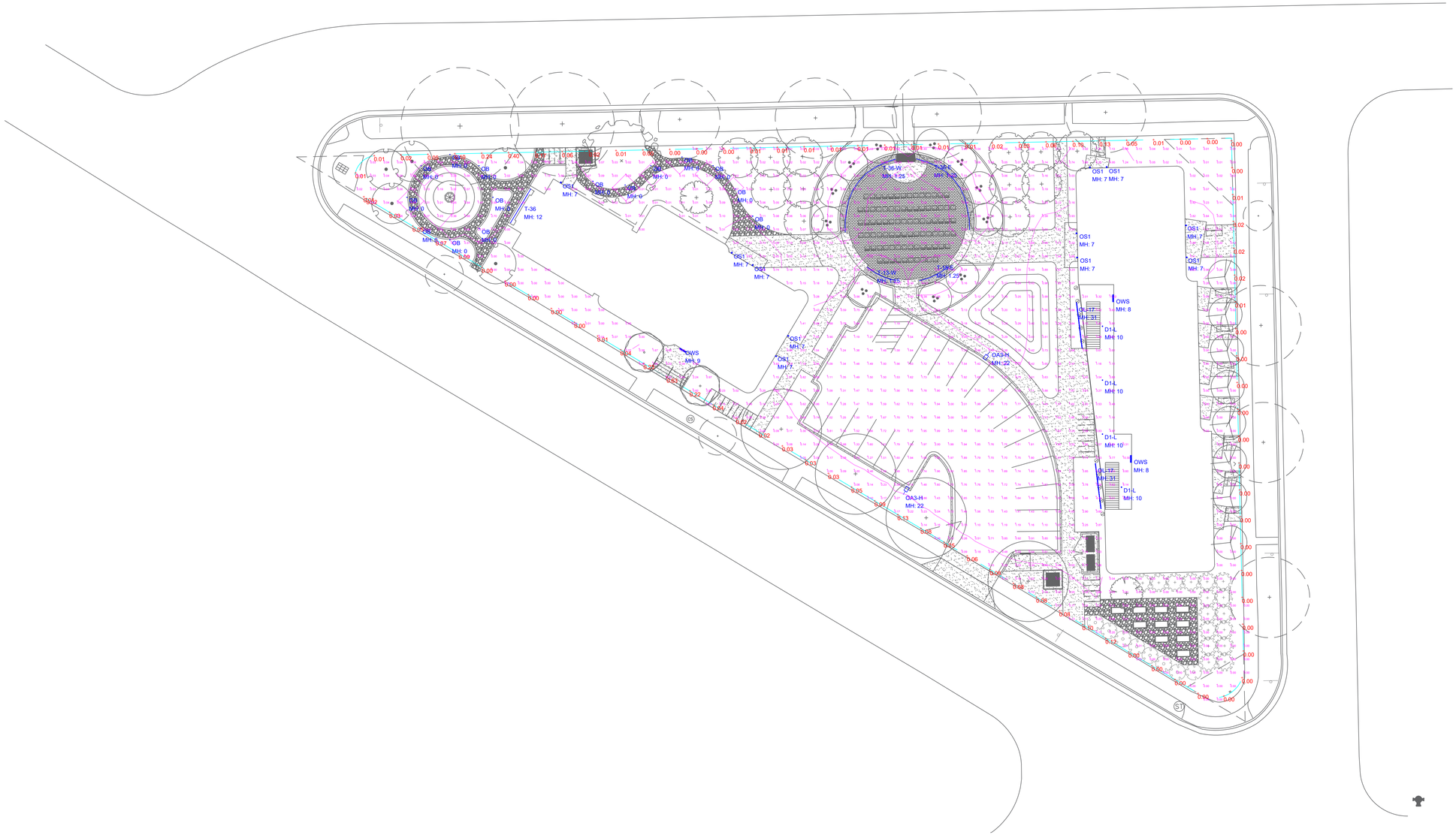
- Customers are responsible for confirming mounting heights, fixture suspension types/ lengths, color temperature, CRI, linear fixture lengths, pole lengths, and bollard heights/ lengths prior to ordering.
- Mounting height (MH) is measured from the bottom of the fixture to the floor.
- This Lighting layout assumes the following unless values are specified and must be confirmed by the customer prior to ordering.
  - Room reflectance of 80, 50, 20 for standard ceilings and 50, 50, 20 for exposed ceilings
  - Wall sconces are mounted at 7' for calculation purposes. Customer must confirm desired mounting height before rough in.

Calculation Summary

Label	CalcType	Units	Avg	Max	Min	Avg/Min	Max/Min
PROPOSED PROPERTY LINE	Illuminance	Fc	0.05	0.63	0.00	N.A.	N.A.
SITE	Illuminance	Fc	1.59	84.33	0.00	N.A.	N.A.
EXTERIOR STAIRWELLS - FIRST FLOOR SHOWN	Illuminance	Fc	4.44	11.2	0.5	8.88	22.40
PARKING	Illuminance	Fc	1.54	2.0	0.5	3.08	4.00

Luminaire Schedule

Qty	Label	Arrangement	LLF	MFR	Description	Lum. Watts	Total Watts	Lum. Lumens
12	D1-L	SINGLE	0.900	LITHONIA	LDN4 ALO1 (@500LM) SWW1 LO4 (Trim Color) (Trim Finish) WD MVOLT UGZ	5.83	23.32	537
2	OA3-H	Single	0.950	US ARCH	VLL-PLED-III-40LED-350mA-XXK-UNV-1-(Finish)-HS-PLED - 20FT POLE + 2FT BASE	42.9	85.8	5228
15	OB	Single	0.169	LOUIS POULSEN	5747408847	11	165	1085
2	OL-17	GROUP	0.950	SPI	SEW12146-(2)6FT-24W+(1)5FT-L20W-(Finish)-120-277V-XXXXK-OAL 17FT-OAP 18INCH	N.A.	136	N.A.
11	OS1	Single	0.950	WAC	WS-W36610-(Finish)	11.0977	122.075	557
7	OWS	Single	0.479	AEL	AEL 24IN 20W MIN10 XXK MVOLT DP (Finish)	17.6	70.4	3141
1	T-13-W	GROUP	0.950	NOVAFLEX	NF-NEON-W-DUAL-24V-XXK - 13FT -FIELD VERIFY LENGTH	N.A.	30.194	N.A.
1	T-15-E	GROUP	0.950	NOVAFLEX	NF-NEON-W-DUAL-24V-XXK - 15FT -FIELD VERIFY LENGTH	N.A.	30.194	N.A.
1	T-36	GROUP	0.950	NOVAFLEX	NF-NEON-W-DUAL-24V-XXK - 36FT -FIELD VERIFY LENGTH	N.A.	100.648	N.A.
1	T-36-E	GROUP	0.950	NOVAFLEX	NF-NEON-W-DUAL-24V-XXK - 36FT -FIELD VERIFY LENGTH	N.A.	90.583	N.A.
1	T-36-W	GROUP	0.950	NOVAFLEX	NF-NEON-W-DUAL-24V-XXK - 36FT -FIELD VERIFY LENGTH	N.A.	90.583	N.A.



ENTERPRISE Lighting & Control

#	DATE	COMMENTS
REVISIONS		

DRAWN BY : DC

DATE : MAY 23, 2025

SCALE : 1" = 20'-0"

ECC HOUSING

MADISON, WISCONSIN

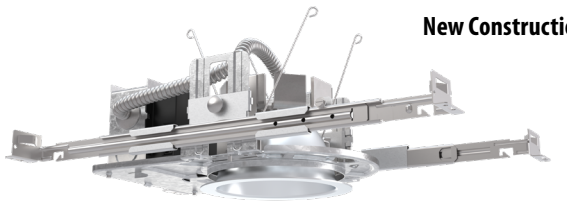
SITE LAYOUT

LITHONIA LIGHTING®

Catalog Number	
Notes	
Type	D1-L

LDN4 SWITCHABLE

4" Open and Wallwash LED
IC and Non-IC
New Construction Downlight





Open Trim



Wallwash Trim

FEATURES & SPECIFICATIONS

INTENDED USE — Typical applications include corridors, lobbies, conference rooms and private offices.

CONSTRUCTION — Galvanized steel mounting/plaster frame; galvanized steel junction box with bottom-hinged access covers and spring latches. Reflectors are retained by torsion springs. Vertically adjustable mounting brackets with commercial bar hangers provide 3-3/4" total adjustment. Two combination ½"-3/4" and four ½" knockouts for straight-through conduit runs. Capacity: 8 (4 in, 4 out). No. 12 AWG conductors, rated for 90°C.

Accommodates 12"-24" joist spacing.

Passive cooling thermal management for 25°C standard. Light engine and drivers are accessible from above or below ceiling.

Ceiling thickness range 1/2" to 1-1/2".

OPTICS — 55° cutoff to source and source image

LEDs are binned to a 3-step MacAdam Ellipse

80 CRI standard. 90 CRI optional.

A+ CAPABLE LUMINAIRE — This item is an A+ capable luminaire, which has been designed and tested to provide consistent color appearance and out-of-the-box control compatibility with simple commissioning when used with Acuity Brands controls products. All configurations of this luminaire are calibrated and tested to meet the Acuity Brands' specifications for chromatic consistency – including color rendering, color fidelity and color temperature tolerance around standard CIE chromaticity coordinates. To learn more about A+ standards, specifications, and testing visit www.acuitybrands.com/aplus.

UGR — UGR is zero for fixtures aimed at nadir with a cut-off equal to or less than 60 degree per CIE 117-1996 Discomfort Glare in Interior Lighting. UGR FAQs

ELECTRICAL — Adjustable lumen output with four module options.
MVOLT 120/277V 50/60Hz driver (0-10V & 120V Phase Dimming to 10% or 1% min dimming level). DALI driver dimming to 1% also available

FCC CFR Title 47 Part 15 Class A for 277V. FCC CFR Title 47 Part 15 Class B for 120V.

Lumen Maintenance

L80 @ 60,000 hours

LISTINGS — Certified to US and Canadian safety standards. Wet location, requires covered ceiling. Title 24 compliant (90CRI, up to 1000lm). Wallwash suitable for damp locations only. Drivers are ROHS compliant.

WARRANTY — 5-year limited warranty. This is the only warranty provided and no other statements in this specification sheet create any warranty of any kind. All other express and implied warranties are disclaimed. Complete warranty terms located at: www.acuitybrands.com/support/warranty/terms-and-conditions

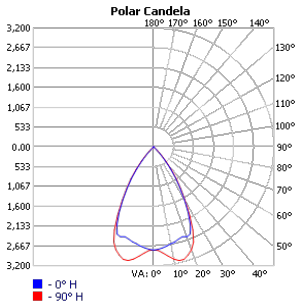
Note: Actual performance may differ as a result of end-user environment and application.
All values are design or typical values, measured under laboratory conditions at 25 °C.
Specifications subject to change without notice.

PERFORMANCE DATA

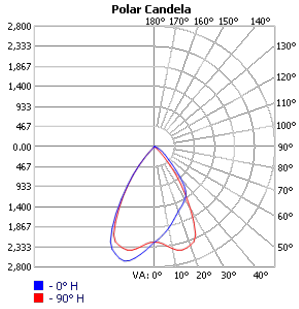
LDN4 AR LS		80CRI							
Lumen Output	Wattage	30K/80CRI		35K/80CRI		40K/80CRI		50K/80CRI	
		Delivered Lumens	LPW	Delivered Lumens	LPW	Delivered Lumens	LPW	Delivered Lumens	LPW
ALO1 (500LM)	6	570	99	584	101	597	102	616	105
ALO1 (750LM)	9	903	102	924	103	946	105	975	108
ALO1 (1000LM)	13	1268	98	1297	100	1328	102	1369	104
ALO2 (1000LM)	13	1344	108	1375	110	1408	112	1451	115
ALO2 (1500LM)	19	1961	105	2007	106	2055	108	2118	111
ALO2 (2000LM)	25	2471	99	2528	101	2588	103	2668	105
ALO3 (2000LM)	25	2542	103	2601	104	2663	106	2745	109
ALO3 (2500LM)	32	3069	98	3140	99	3214	101	3314	103
ALO3 (3000LM)	38	3485	93	3566	94	3651	96	3764	98
ALO4 (4000LM)	39	4094	106	4178	108	4262	110	4303	111
ALO4 (4500LM)	44	4519	103	4611	105	4703	107	4750	108
ALO4 (5000LM)	49	4914	100	5015	102	5115	104	5165	105

- Tested in accordance with IESNA LM-79-08.
- Tested to current IES and NEMA standards under stabilized laboratory conditions.
- CRI: 80 typical

DISTRIBUTIONS



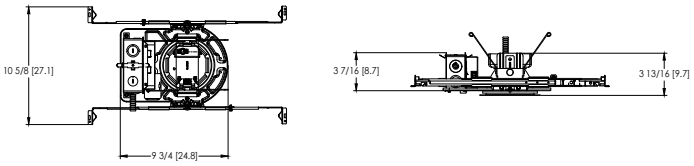
OPEN



Wallwash

DIMENSIONS

LDN4 500-2000 Lumens



Aperture: Ø 4-5/16" [11]
Ceiling Cutout: Ø 5-1/8" [13] Self-flanged
Overlap Trim: Ø 5-7/16" [13.8]
Ceiling Cutout: Ø 5-1/4" [13.3] Flangeless

See page 5 for other fixture dimensions.

LDN4 SWW

Design Select options indicated by this color background.

ORDERING INFORMATION Lead times will vary depending on options selected. Consult with your sales representative.

Example: LDN4 AL02 SWW1 L04 AR LSS MVOLT UGZ

LDN4	AL01	SWW1	L04	TBD	TBD	TBD	WD	MVOLT
Series	**Lumens ‡**	**Color Temperature ‡**	**Trim Style**	**Trim Color**	**Flange Color ‡**	**Trim Finish**	**Distribution**	**Voltage**
LDN4 4" Round	**Adjustable Lumen Output**	**Switchable CCT**	L04 Downlight	AR Clear	(blank) Self-flange	LSS Semi-specular	(blank) Medium	MVOLT 120V - 277V
	AL01 500/750/1000lm	SWW1 3000K-3500K-4000K-5000K	LW4 Wallwash	WR ‡ White painted	TRW White	LD Matte diffused	Wide (1.0s/mh)	347 347V step-down transformer supplied
	AL02 1000/1500/2000lm	**Fixed Switchable CCT**		BR ‡ Black painted	TRBL Black	LS Specular	WD Wide (1.2s/mh)	
	AL03 2000/2500/3000lm	27K 2700K		TRALTBD ‡ RAL paint trim	FRALTBD RAL paint flange only			
	AL04 4000/4500/5000lm	30K 3000K		TCPC ‡ Custom paint trim	FCPC Custom paint flange only			
	Fixed Lumen Output	35K 3500K						
	05LM 500lm	40K 4000K						
	07LM 750lm	50K 5000K						
	10LM 1000lm							
	15LM 1500lm							
	20LM 2000lm							
	25LM 2500lm							
	30LM 3000lm							
	40LM 4000lm							
	45LM 4500lm							
	50LM 5000lm							

Driver	**Emergency ‡**	**Control Input ‡**	**Options**
UGZ Universal dimming to 10% 0-10V; line voltage dimming (120V)	Blank No emergency option	Blank No control option	90CRI High CRI (90+)
UGZ1 Universal dimming to 1% 0-10V; line voltage dimming (120V)	EL Batterypack (10W constant power) Non-T20 Compliant, integral test switch	NPS80EZ nLight® network power/relay pack with 0-10V dimming	AT ‡ Airtight (IP55)
DALI ‡ DALI dimming to 1%	ELR Batterypack (10W constant power) Non-T20 Compliant, remote test switch	NPS80EZER nLight® network power/relay pack with 0-10V dimming; ER controls fixtures on emergency circuit.	CP ‡ Chicago Plenum
D10 Minimum dimming 10% driver for use with JOT D1 Minimum dimming 1% driver for use with JOT	E10WCP Batterypack (10W constant power) T20 Compliant, integral test switch	NLTAIR2 nLight® Air enabled	
D1 Minimum dimming 1% driver for use with JOT	E10WCPR Batterypack (10W constant power) T20 Compliant, remote test switch	NLTAIRER2 nLight® AIR Dimming Pack Wireless Controls. Controls fixtures on emergency circuit	
	E10WRSTAR Emergency battery pack, 10W with remote test switch and Iota STAR technology	NLTAIREM2 nLight® AIR Dimming Pack Wireless Controls. UL924 Emergency Operation, via power interrupt detection.	
	ETS Iota Emergency Transfer System	JOT Wireless room control with "Just One Touch" pairing	

‡ Option Restrictions

Options	Restriction
	Lumens and Color Temp restriction note: *Fixed Lumens and CCT must be specified together (for example: 10LM 30K).*
AT	Standard for CP and IP55, not availabe with WW
E10WCPR	Not available EC1, EC6, QDS, CP, 347V, NPS80EZ ER, NLTAIRER2, NLTAIREM2, or ALO3 (2000-3000L) DALI.
E10WCP	Not available with EC1, EC6, AT, QDS, CP, 347V, NPS80EZ ER, NLTAIRER2, NLTAIREM2, ALO3 (2000-3000L) DALI, OR WL.
E10WRSTAR	Not available with wet location, EC1, EC6, QDS, CP, 347V, NPS80EZ ER, NLTAIRER2, NLTAIREM2, ALO3 & ALO4 w/DALI, OR 2000-4500 lumens w/JOT. Top access installation or 17.5" plenum clearance required for roomside installation. Not available with integral test switch.
ELR	Not available EC1, EC6, QDS, CP, 347V, NPS80EZ ER, NLTAIRER2, NLTAIREM2, or ALO3 (2000-3000L) DALI.
EC6	Not Available with CP,QDS, ELR, E10WCP, or E10WCPR.
WL	Not available with WW, All CP is wet location, except WW (Damp). IP55 rated.
QDS	Not Available with CP, ELR, E10WCP, or E10WCPR.
EC1	Not Available with CP,QDS, ELR, E10WCP, or E10WCPR.
JOT	Not availabe with CP, NPS80EZ, NPS80EZ ER, NLTAIR2, NLTAIRER2, NLTAIREM2, UGZ, or DALI drivers. Max 4500 lumens. Fixed lumens and CCT only.
NPS80EZ	Not available with CP, QDS, DALI, D1, OR D10 drivers. 120V OR 277V only. Not available with 347V.
NPS80EZER	Not available with CP, QDS, ELR, E10WCP, E10WCPR, DALI, D1, OR D10 drivers. 120V OR 277V only. Not available with 347V.
NLTAIR2	Not available with CP, QDS, DALI, D1, OR D10 drivers. Non-emergency luminaires with this option can be used as a normal power sensing device for nLight AIR devices and luminaires with EM emergency options.
NLTAIRER2	Not available with CP, QDS, ELR, E10WCP, E10WCPR, DALI, D1, OR D10 drivers. Not available with 347V.
NLTAIREM2	Not available with CP, QDS, ELR, E10WCP, E10WCPR, DALI, D1, OR D10 drivers. See UL 924 Sequence of Operation table.
CP	Not available with, QDS, EC1, EC6, ELR, E10WCP, E10WCPR, 347V, JOT, NPS80EZ, NPS80EZ ER, NLTAIR2, NLTAIRER2, NLTAIREM2, D1, OR D10 drivers. Not availabe with square trim.
ETS	Not available with, QDS, ELR, E10WCP, E10WCPR, 347V, JOT, NPS80EZ, NPS80EZ ER, NLTAIR2, NLTAIRER2, NLTAIREM2, DALI, D1, OR D10 driver
DALI	Not available with fixed lumens or CCT. Max 4500 lumens.
WW	Not available with WL, EL, E10WCP.
TRW, TRBL	Available with clear (AR) reflector only.
WR, BR	Not available with a reflector finish
347V	Not available with CP, QDS, EL, ELR, E10WCP, E10WCPR, NLTAIRER2, ETS, NPS80EZ, NPS80EZER, ALO1 ROUND TRIM, 05 LUMENS ROUND TRIM, AND 07 ROUND TRIM.
TRALTBD, FRALTBD	RALTBD for pricing only. Replace with applicable RAL number and finish when ready to order. See the RAL BROCHURE for available color options. Not available with TCPC or FCPC
TCPC, FCPC	CPC options for pricing only. Custom color chip needs to be sent in to your Customer Resolution specialist before order can be processed. Click HERE for more details. Not available with TRAL or FRAL

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Accessories: *Order as a separate catalog number.*	
LO4 AR ** TRIM	4" clear, specular reflector (** specify finish LS, LSS, or LS)
LO4 WR TRIM	4" white reflector
LO4 BR TRIM	4" black reflector
LW4 AR ** TRIM	4" wallwash clear, specular reflector (** specify finish LS, LSS, or LS)
LW4 WR TRIM	4" wallwash white reflector
LW4 BR TRIM	4" wallwash black reflector
GRA4 6 JZ	Oversized trim ring with 6" outside diameter
SCA4	Sloped Ceiling Adapter. Degree of slope must be specified (5D, 10D, 15D, 20D, 25D, 30D). Ex: SCA6 10D.

design select

Items marked by a shaded background qualify for the Design Select program and ship in 15 days or less. To learn more about Design Select, visit www.acuitybrands.com/designselect. *See ordering tree for details

(Maximum order quantity for design select lead times is 256)

EMERGENCY BATTERY PACK OPTIONS - FIELD INSTALLABLE

Battery Model Number	Wattage	Runtime (Minutes)	Lumen Output* @ 120 Lumens/Watt	Other
ILB CP07 2H A	7W	120	840	Storm Shelter / 2 Hour Runtime
ILB CP10 A	10W	90	1200	
ILBLP CP10 HE SD A+	10W	90	1200	Title 20, Self Diagnostic
ILBLP CP15 HE SD A+	15W	90	1800	Title 20, Self Diagnostic
ILB CP20 HE A	20W	90	2400	Title 20
ILB CP20 HE SD A	20W	90	2400	Title 20, Self Diagnostic
ILBHI CP10 HE SD A+	10W	90	1200	347-480V AC Input, Title 20, Self Diagnostic
ILBHI CP15 HE SD A+	15W	90	1800	347-480V AC Input, Title 20, Self Diagnostic

All the above are UL Listed products that are certified for field install external/remote to the fixture.

* Minimum delivered lumen output to assist in product selection for increased fixture mounting height.

+ The CP10 delivered emergency illumination outperforms legacy 1400 lumen fluorescent emergency ballast.

Please contact us at techsupport@iotaengineering.com for any Emergency Battery related questions.

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PHOTOMETRY

LDN4 AR LS	90CRI							
Lumen Output	Wattage	30K/90CRI		35K/90CRI		40K/90CRI		50K/90CRI	
		Delivered Lumens	LPW	Delivered Lumens	LPW	Delivered Lumens	LPW	Delivered Lumens	LPW
AL01 (500LM)	6	498	87	512	88	526	90	539	92
AL01 (750LM)	9	789	89	810	91	832	92	853	94
AL01 (1000LM)	13	1108	86	1138	88	1168	89	1198	91
AL02 (1000LM)	13	1174	95	1206	97	1238	99	1270	100
AL02 (1500LM)	19	1714	91	1761	93	1807	95	1854	97
AL02 (2000LM)	25	2159	87	2218	89	2276	91	2335	92
AL03 (2000LM)	25	2222	90	2282	92	2342	94	2402	95
AL03 (2500LM)	32	2682	85	2755	87	2827	89	2900	91
AL03 (3000LM)	38	3046	81	3129	83	3211	85	3294	86
AL04 (4000LM)	39	3398	88	3468	90	3537	91	3572	92
AL04 (4500LM)	44	3751	85	3827	87	3904	89	3942	90
AL04 (5000LM)	49	4079	83	4162	84	4245	86	4287	87

LDN4WW AR LS	80CRI							
Lumen Output	Wattage	30K/80CRI		35K/80CRI		40K/80CRI		50K/80CRI	
		Delivered Lumens	LPW	Delivered Lumens	LPW	Delivered Lumens	LPW	Delivered Lumens	LPW
AL01 (500LM)	6	561	97	574	99	587	101	606	103
AL01 (750LM)	9	888	100	908	101	930	103	959	106
AL01 (1000LM)	13	1246	97	1275	98	1305	100	1346	102
AL02 (1000LM)	13	1321	106	1352	108	1384	110	1427	113
AL02 (1500LM)	19	1928	103	1973	105	2020	106	2083	109
AL02 (2000LM)	25	2429	98	2485	99	2544	101	2623	104
AL03 (2000LM)	25	2499	101	2557	103	2618	105	2699	107
AL03 (2500LM)	32	3017	96	3087	98	3160	99	3258	102
AL03 (3000LM)	38	3426	91	3506	93	3589	95	3700	97
AL04 (4000LM)	39	4031	104	4113	106	4195	108	4236	109
AL04 (4500LM)	44	4449	101	4539	103	4630	105	4676	107
AL04 (5000LM)	49	4838	98	4937	100	5035	102	5085	103

LDN4WW AR LS	90CRI							
Lumen Output	Wattage	30K/90CRI		35K/90CRI		40K/90CRI		50K/90CRI	
		Delivered Lumens	LPW	Delivered Lumens	LPW	Delivered Lumens	LPW	Delivered Lumens	LPW
AL01 (500LM)	6	490	85	503	87	517	89	530	90
AL01 (750LM)	9	776	87	797	89	818	91	839	93
AL01 (1000LM)	13	1089	84	1119	86	1148	88	1178	90
AL02 (1000LM)	13	1155	93	1186	95	1217	97	1248	99
AL02 (1500LM)	19	1685	90	1731	92	1777	94	1822	95
AL02 (2000LM)	25	2123	85	2180	87	2238	89	2295	91
AL03 (2000LM)	25	2184	88	2243	90	2302	92	2362	94
AL03 (2500LM)	32	2637	84	2708	86	2780	87	2851	89
AL03 (3000LM)	38	2994	80	3076	81	3157	83	3238	85
AL04 (4000LM)	39	3346	86	3414	88	3482	90	3516	91
AL04 (4500LM)	44	3692	84	3768	86	3843	88	3881	88
AL04 (5000LM)	49	4015	81	4097	83	4179	85	4220	86

LUMEN OUTPUT MULTIPLIERS - FINISH	
Specular (LS)	1.05
Semi-specular (LSS)	1.00
Matte diffuse (LD)	0.85

LUMEN OUTPUT MULTIPLIERS - CCT			
3000K	3500K	4000K	5000K
0.98	1.0	1.01	1.03

LUMEN OUTPUT MULTIPLIERS - CRI	
80	1.0
90	0.874

HOW TO ESTIMATE DELIVERED LUMENS IN EMERGENCY MODE

Use the formula below to estimate the delivered lumens in emergency mode

Delivered Lumens = 1.25 x P x LPW

P = Ouput power of emergency driver. P = 10W for PS1055CP

LPW = Lumen per watt rating of the luminaire. This information is available on the ABL luminaire spec sheet.
The LPW rating is also available at Designlight Consortium.

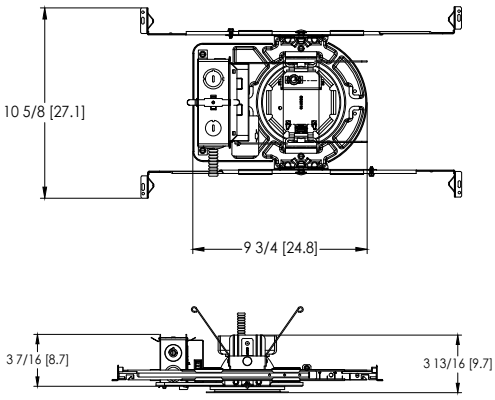
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LDN4 SWW

* All dimensions are inches (centimeters) unless otherwise noted.

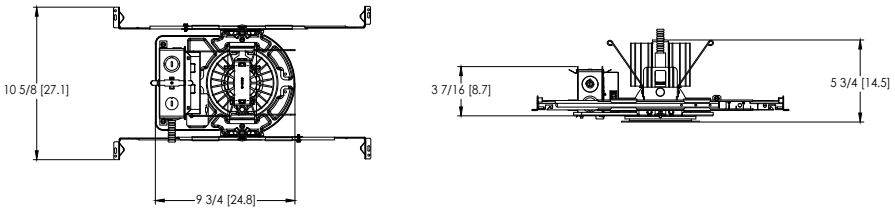
LDN4 SWW1 IC RATING	
ALO1	IC
ALO2	NON-IC
ALO3	NON-IC

LDN4 SWW1 500-2000 Lumens



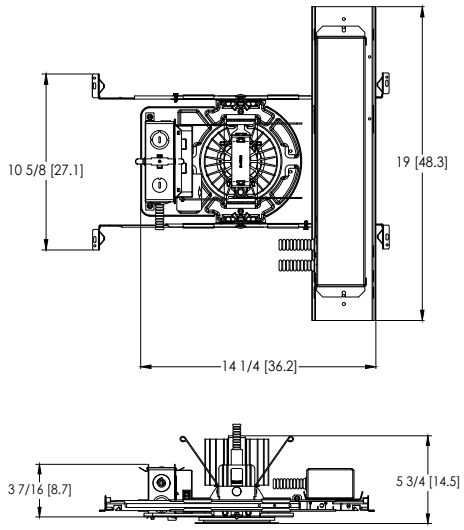
Aperture: Ø 4-5/16" [11]
Ceiling Cutout: Ø 5-1/8" [13] Self-flanged
Overlap Trim: Ø 5-7/16" [13.8]
Ceiling Cutout: Ø 5-1/4" [13.3] Flangeless

LDN4 SWW1 2500-4000 Lumens



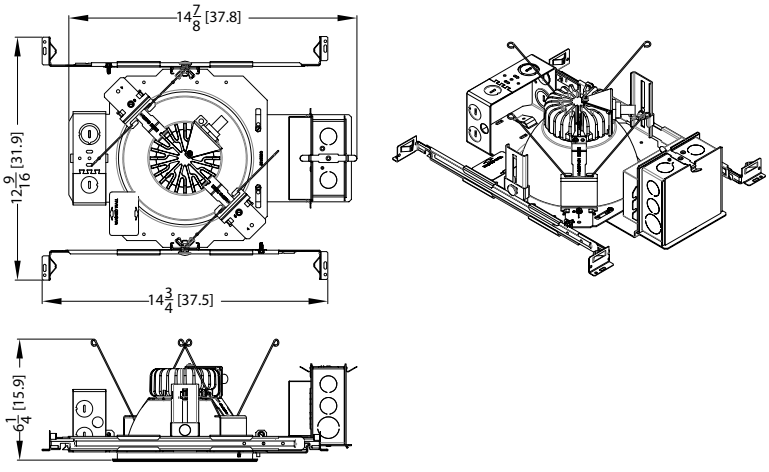
Aperture: Ø 4-5/16" [11]
Ceiling Cutout: Ø 5-1/8" [13] Self-flanged
Overlap Trim: Ø 5-7/16" [13.8]
Ceiling Cutout: Ø 5-1/4" [13.3] Flangeless

LDN4 SWW1 EL



Aperture: Ø 4-5/16" [11]
Ceiling Cutout: Ø 5-1/8" [13] Self-flanged
Overlap Trim: Ø 5-7/16" [13.8]
Ceiling Cutout: Ø 5-1/4" [13.3] Flangeless

LDN4 SWW1 CP 500-3000 Lumens



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DIMMER COMPATIBILITY

Not compatible with DALI or DMX dimmers. For specific compatible dimmers see below.

COMPATIBLE LINE VOLTAGE DIMMERS:						
Type	Forward Phase	ALO1 (500-1000lm)	ALO2 (1000-2000lm)	ALO3 (2000-3000lm)	ALO4 (3000-5000lm)	Comment
MLV	Sensorswitch WPD	YES	YES	YES	YES	
MLV	Sensorswitch CMR PDT10 ADC VLP	YES	YES	YES	YES	
MLV	Synergy ISD 600LV	YES, 2x *	YES	YES	YES	* min 2 fixtures
INC	Synergy ISD 600 I	YES, 2x *	YES	YES	YES	* min 2 fixtures
MLV	Lutron Glyder GLV-600	YES	YES	YES	YES	
INC	Leviton SureSlide 6633	YES	YES	YES	YES	
MLV	Lutron Diva DVLV-600P	YES	YES	YES	YES	
MLV	Lutron Skylark SLV-600P	YES	YES	YES	YES	
INC	Lutron RadioRA 2 10ND	YES	YES	YES	YES	
MLV	Leviton SureSlide 6613-PLW	YES	YES	YES	YES	
INC	Lutron Diva DVCL-153P	YES	YES	YES	YES	
MLV	Leviton IPM06	YES, 2x *	YES	YES	YES	* min 2 fixtures

Type	Reverse Phase Dimmer Bank	ALO1 (500-1000lm)	ALO2 (1000-2000lm)	ALO3 (2000-3000lm)	ALO4 (3000-5000lm)	
ELV	Lutron Nova T NTELV-600	YES	YES	YES	YES	
ELV	Lutron Diva DVELV 600P	YES	YES	YES	YES	
ELV	Lutron Maestro MAELV 600	YES	YES	YES	YES	
ELV	Leviton Vizia VPE06-1LX	YES	YES	YES	YES	
ELV	Leviton Illumatech IPE04	YES	YES	YES	YES	
ELV	Control4 C4-APD 120 REVERSE PHASE	YES	YES	YES	YES	

Type	Miscellaneous Dimmers	ALO1 (500-1000lm)	ALO2 (1000-2000lm)	ALO3 (2000-3000lm)	ALO4 (3000-5000lm)	
PHA	Lutron RadioRA2 RRD-6NA	YES	YES	YES	YES	
PHA	Lutron Maestro PRO LED+ RRD-PRO	YES	YES	YES	YES	

Type	Control Systems	ALO1 (500-1000lm)	ALO2 (1000-2000lm)	ALO3 (2000-3000lm)	ALO4 (3000-5000lm)	
MLV	Lutron LP-RPM-4U	YES	YES	YES	YES	
PHA	Lutron LP-RPM-4A	YES	YES	YES	YES	
MLV	Lutron GRAPHIC EYE QSGRJ-3P	YES	YES	YES	YES	
PHA	Lutron PA Power Module PHPM-PA-120	YES	YES	YES	YES	
ELV	Lutron nLight nSP5PCD ELV	YES	YES	YES	YES	

COMPATIBLE 0-10V DIMMERS:							
Manufacturer	System Type	Description	P/N	ALO1 (500-1000lm)	ALO2 (1000-2000lm)	ALO3 (2000-3000lm)	ALO4 (3000-5000lm)
ACUITY	Wall Box	sensorswitch, dimming switch with multi-way option	SPODMRA	YES	YES	YES	YES
ACUITY	Wall Box	sensorswitch, wall switch sensor, occupancy controlled dimming	WSX D WH	YES	YES	YES	YES
ACUITY	Control System	nLight	nPP16D	YES	YES	YES	YES
ACUITY	Control System	nLight	nPS 80 EZ	YES	YES	YES	YES
ACUITY	Control System	nLight Air	rPP20 D	YES	YES	YES	YES
Lutron	Other	0-10V (sink or source) PowPak wireless dimming module	RMJ-5T-DV-B	YES	YES	YES	YES
Wattstopper	Control System	Digital single relay room controller (0-10V)	LMRC-211	YES	YES	YES	YES
Crestron	Control System	DIN Rail 0-10V fluorescent dimmer, 4 feeds, 4 channels (Green Light System)	DIN-4DIMFLV4	YES	YES	YES	YES
Lutron	Other	Grafik Eye 0-10V adapter	GRX-TVI	YES	YES	YES	YES
Leviton	Wall Box	Illumatech 0-10V	IP710-DLX	YES	YES	YES	YES
Lutron	Control System	Mounted in the Homeworks QS panel - 0-10V dimmer (sink or source)	GRX-TVM2	YES	YES	YES	YES
Lutron	Wall Box	Nova 0-10V wallbox dimmer (use with PP-120-H line voltage relay)	NTFTV	YES	YES	YES	YES
Lutron	Wall Box	Nova 0-10V wallbox dimmer (use with PP-120-H line voltage relay)	NTSTV-DV	YES	YES	YES	YES
Lutron	Wall Box	Nova T	NFTV	YES	YES	YES	YES
Leviton	Wall Box	Renior II 0-10V	AWSMG-7DW	YES	YES	YES	YES

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ADDITIONAL DATA

JOT
JUST ONE TOUCH

The Sensor Switch JOT enabled solution offers a wireless, app-free approach to single room lighting control. JOT enabled products use Bluetooth® Low Energy (BLE) technology to enable wireless dimming and switching.

Diagram



LDN4 Series



Sensor Switch
WSXA JOT

1. **Power:** Install JOT enabled fixtures and controls as instructed.
2. **Pair:** Insert the pairing tool into the pinhole on the wall switch; press and hold any button for 6 seconds.
3. **Play:** Once paired, each fixture will individually dim down to 10% brightness. All products will be fully functional.

COMPATIBLE 0-10V WALL-MOUNT DIMMERS		
MANUFACTURER	PART NO.	POWER BOOSTER AVAILABLE
Lutron®	Diva® DVTV	
	Diva® DVSCTV	
	Nova T® NTFTV	
	Nova® NFTV	
Leviton®	AWSMT-7DW	CN100
	AWSMG-7DW	PE300
	AMRMG-7DW	
	Leviton Centura Fluorescent Control System	
	IllumaTech® IP7 Series	
Synergy®	ISD BC	RDMFC
	SLD LPCS	
	Digital Equinox (DEQ BC)	
Douglas Lighting Controls	WPC-5721	
Entertainment Technology	Tap Glide TG600FAM120 (120V)	
	Tap Glide Heatsink TGH1500FAM120 (120V)	
	Oasis 0A2000FAMU	
Honeywell	EL7315A1019	EL7305A1010 (optional)
	EL7315A1009	
HUNT Dimming	Preset slide: PS-010-IV and PS-010-WH	
	Preset slide: PS-010-3W-IV and PS-010-3W-WH	
	Preset slide, controls FD-010: PS-IFC-010-IV and PS-IFC-010-WH-120/277V	
	Preset slide, controls FD-010: PS-IFC-010-3W-IV and PS-IFC-010-3W-WH-120/277V	
	Remote mounted unit: FD-010	
Lehigh Electronic Products	Solitaire	PBX
PDM Electrical Products	WPC-5721	
Starfield Controls	TR61 with DALI interface port	RT03 DALInet Router
WattStopper®	LS-4 used with LCD-101 and LCD-103	

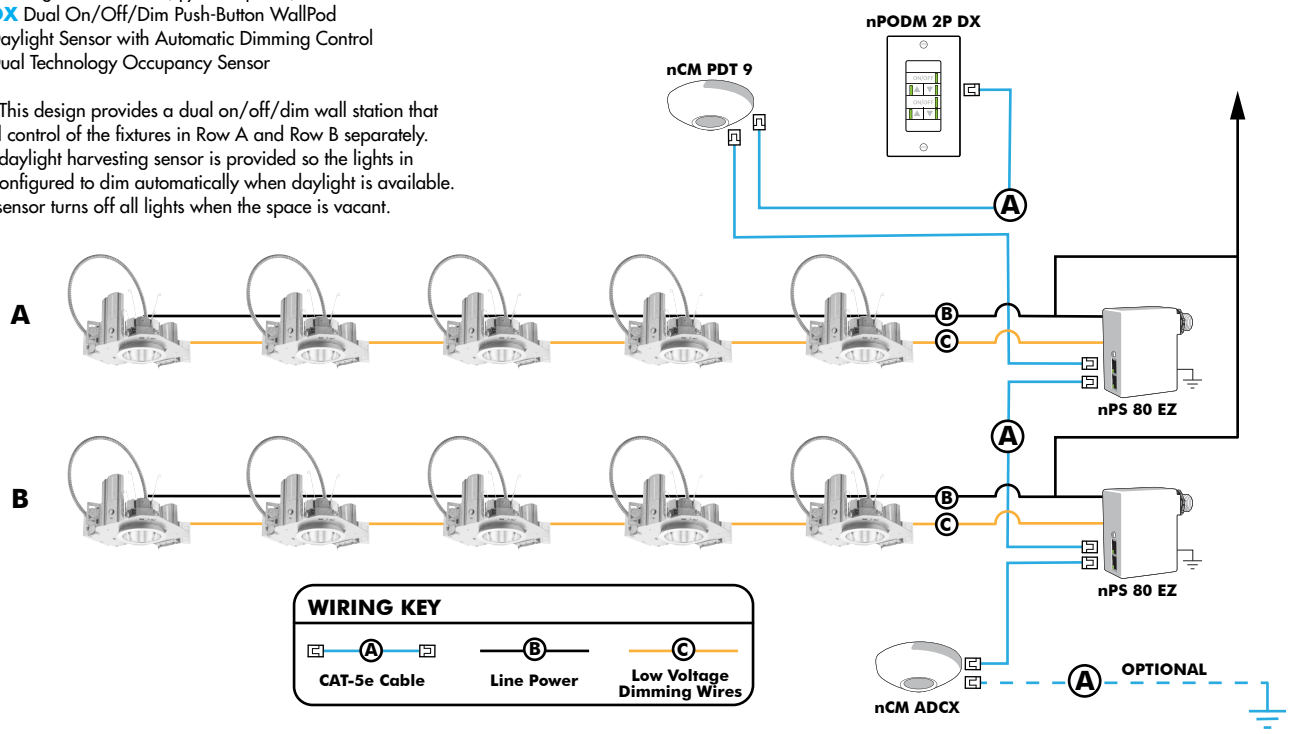
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LDN4 SWW

EXAMPLE
Group Fixture Control*
*Appiication diagram applies for fixtures with eldoLED drivers only.

nPS 80 EZ Dimming/Control Pack (qty: 2 required)
nPODM 2P DX Dual On/Off/Dim Push-Button WallPod
nCM ADCX Daylight Sensor with Automatic Dimming Control
nCM PDT 9 Dual Technology Occupancy Sensor

Description: This design provides a dual on/off/dim wall station that enables manual control of the fixtures in Row A and Row B separately. Additionally, a daylight harvesting sensor is provided so the lights in Row B can be configured to dim automatically when daylight is available. An occupancy sensor turns off all lights when the space is vacant.



Choose Wall Controls
nLight offers multiple styles of wall controls - each with varying features and user experience.



Push-Button Wallpod
Traditional tactile buttons and LED user feedback



Graphic Wallpod
Full color touch screen provides a sophisticated look and feel

nLight® Wired Controls Accessories:			
Order as separate catalog number. Visit www.acuitybrands.com/products/controls/nlight for complete listing of nLight controls.			
WallPod Stations	**Model number**	**Occupancy sensors**	**Model Number**
On/Off	nPODM (Color)	Small motion 360°, ceiling (PIR/dual Tech)	nCM 9 / nCM PDT 9
On/Off & Raise/Lower	nPOD DX (Color)	Large motion 360°, ceiling (PIR/dual tech)	nCM 10 / nCM PDT 10
Graphic Touchscreen	nPOD GFX (Color)	Wide View (PIR/dual tech)	nWV 16 / nWV PDT 16
Photocell controls	**Model Number**	Wall Switch w/ Raise/Lower (PIR/dual tech)	nWSX LV DX / nWSX PDT LV DX
Dimming	nCM ADCX	**Cat-5 cables (plenum rated)**	**Model Number**
		10', CAT5 10FT	CAT5 10FT J1
		15, CAT5 15FT	CAT5 15FT J1

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nLight® AIR Control Accessories:
Order as separate catalog number. Visit www.acuitybrands.com/products/controls/nlightair.

Wall switches	Model number
On/Off single pole	rPODB [color]
On/Off two pole	rPODB 2P [color]
On/Off & raise/lower single pole	rPODB DX [color]
On/Off & raise/lower two pole	rPODB 2P DX [color]
On/Off & raise/lower single pole	rPODBZ DX WH[1]

Notes
1 Can only be ordered with the RES7Z zone control sensor version.

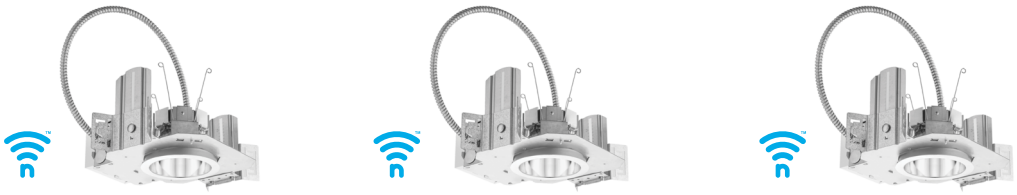
UL924 Sequence of Operation

The below information applies to all nLight AIR devices with an EM option.

- EM devices will remain at their high-end trim and ignore wireless lighting control commands, unless a normal-power-sensed (NPS) broadcast is received at least every 8 seconds.
- Using the CL**AIR**ITY+ mobile app, EM devices must be associated with a group that includes a normal power sensing device to receive NPS broadcasts.
- Only non-emergency rPP20, rLSXR, rSBOR, rSDGR, and nLight AIR luminaires with version 3.4 or later firmware can provide normal power sensing for EM devices. See specification sheets for control devices and luminaires for more information on options that support normal power sensing.

nLight AIR

nLight AIR is the ideal solution for retrofit or new construction spaces where adding communication is cost prohibitive. The integrated nLight AIR rPP20 Power Pack is part of each Lithonia LDN Luminaire. These individually addressable controls offer the ultimate in flexibility during initial setup and for space repurposing.



Simple as 1,2,3

1. Install the nLight® AIR fixtures with embedded smart sensor
2. Install the wireless battery-powered wall switch
3. With CL**AIR**ITY app, pair the fixtures with the wall switch and if desired, customize the sensor settings for the desired outcome



nLight AIR rPODB 2P DX Mobile Device

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Fixture Type:

Catalog Number:

Project:

Location:

WAC LIGHTING

Caliber

Outdoor Wall Sconce 3000K

Model & Size	Color Temp & CRI	Watt	Lumens	Finish
❍ WS-W36610 10" - 1 Light	3000K - 90	11W	560	❍ AL Brushed Aluminum ◉ BK Black ◉ BZ Bronze

Example: **WS-W36610-BZ**
For custom requests please contact customs@waclighting.com



DESCRIPTION

Light projection tuned with precision.

FEATURES

- Discrete cylinder with minimal mounting hardware
- Weather-resistant powder coated finish
- WS-W36614 is Up & down light, WS-W36610 is one direction
- Light engine is factory sealed for maximum protection from the elements
- Driver concealed within the fixture
- 5 year warranty

SPECIFICATIONS

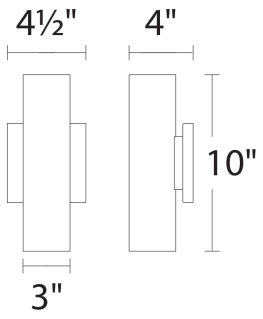
Color Temp:	3000K
Input:	120-277V,50/60Hz
CRI	90
Dimming:	ELV: 100-10%
Rated Life:	72,000 Hours
Mounting:	Can be mounted on wall vertically or horizontally
Standards:	ETL, cETL, IP65, ADA, Wet Location Listed
Construction	Aluminum hardware with lens diffuser

FINISHES:



Black | Bronze | Brushed Aluminum

LINE DRAWING:



WS-W36610

Fixture Type:

Catalog Number:

Project:

Location:

WAC LIGHTING

Caliber

Outdoor Wall Sconce 3000K

Model & Size	Color Temp & CRI	Watt	Lumens	Finish
❍ WS-W36614 14" - 2 Lights	3000K - 90	21W	1140	❍ AL Brushed Aluminum ◉ BK Black ◉ BZ Bronze

Example: **WS-W36614-BZ**
For custom requests please contact customs@waclighting.com



DESCRIPTION

Light projection tuned with precision.

FEATURES

- Discrete cylinder with minimal mounting hardware
- Weather-resistant powder coated finish
- WS-W36614 is Up & down light, WS-W36610 is one direction
- Light engine is factory sealed for maximum protection from the elements
- Driver concealed within the fixture
- 5 year warranty

SPECIFICATIONS

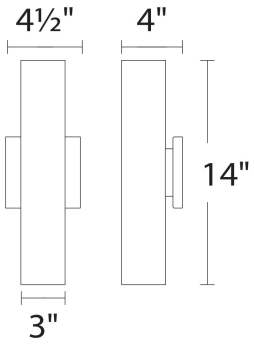
Color Temp:	3000K
Input:	120-277V,50/60Hz
CRI	90
Dimming:	ELV: 100-10%
Rated Life:	72,000 Hours
Mounting:	Can be mounted on wall in all orientations
Standards:	ETL, cETL, IP65, ADA, Wet Location Listed
Construction	Aluminum hardware with lens diffuser

FINISHES:



Black | Bronze | Brushed Aluminum

LINE DRAWING:



WS-W36614



ARCHITECTUAL EGRESS

Vandal Resistant

AEL Full Cut-Off LED

Fixture Type | Date

Job Name | Approved By

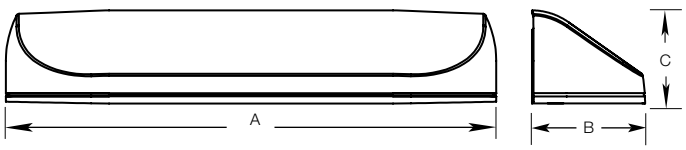
Catalog Number

SPECIFICATIONS

Description	The Architectural Egress Luminaire combines a unique, patented design shaped with high performance, full cut-off optics to achieve completely unobtrusive illumination of a space or path of egress. When mounted over a doorway, the fixture is perceived as an element of the building structure and, additionally, provides water protection in the form of a drip cap over the doorway. Multiple lengths are available to match a given door opening and our unique quick mount system facilitates installation and maintenance.
Housing	Marine grade heat treated extruded aluminum. Chemically primed and finished with robotically applied polyester powder coat.
Wall Mount	Marine grade heat treated extruded aluminum. Chemically primed and finished with robotically applied polyester powder coat. Designed to provide quick mounting to housing and secured with (2) captive stainless steel TORX® head screws.
Lens Frame	Marine grade heat treated extruded aluminum, clear anodized. Secured to fixture via integral concealed hinge and (3) captive stainless steel TORX® head screws.
Lens	UV stabilized diffused extruded polycarbonate.
End Caps	Die cast marine grade aluminum continuously welded to housing. All welds ground smooth.
Reflector	Electrostatically brightened anodized aluminum PVD coated and absolutely color-free of iridescence. Shaped to provide full cutoff, LED point dispersion and maximum efficiency.
Drivers	Dimming to 1%, 10% or Programmable Lumen Output driver options. Non-Dimming Driver is also available.
Gaskets	Closed cell self-adhesive neoprene to provide watertight seal between fixture and wall and between fixture and lens frame.
LED	Samsung LM561B+ series @ 2700K, 3000K, 3500K, 4000K, or 5000K and 82 CRI wired in parallel-series. L_{70} projected life of over 130,000 hours at 50ºC.
UL Listing	U.L., C.UL. Wet Location Listing standard.
Government Procurement	**BAA – Buy America(n) Act:** Product qualifies as a domestic end product under the Buy American Act as implemented in the FAR and DFARS. Product also qualifies as manufactured in the United States under DOT Buy America regulations. **BABA – Build America Buy America:** Product qualifies as produced in the United States under the definitions of the Build America, Buy America Act. Please refer to www.acuitybrands.com/buy-american for additional information.
Warranty	Lifetime warranty against vandalism. Luminaire LED will repair or replace any fixture damaged due to vandalism for the lifetime of the installation. 10-year warranty on LED boards against operational defects. Tested in accordance with LM-80. This is the only warranty provided and no other statements in this specification sheet create any warranty of any kind. All other express and implied warranties are disclaimed.
Note	Actual performance may differ as a result of end-user environment and application. All values are design or typical values, measured under laboratory conditions at 25 °C. Specifications subject to change without notice.

DIMENSIONAL DATA

	A	B	C
AEL 12IN	20.79	5.40	3.60
AEL 24IN	32.04	5.40	3.60
AEL 36IN	43.29	5.40	3.60
AEL 48IN	54.75	5.40	3.60
AEL 72IN	78.75	5.40	3.60



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ORDERING INFORMATION

Example: AEL 12IN NODIM 30W 27K 120 DP BKH

Series*	Size (Nominal)* [1]	Drivers*	Dual Drivers (Optional)	Wattage (Nominal) [1]	Lumens (For PRD Only)
AEL Vandal Resistant Architectural Full Cut-off Path of Egress Luminaire	12IN [2,3] 24IN 36IN [4] 48IN 72IN	MIN1 [5] Dimming to 1% MIN10 Dimming to 10% NODIM Non-Dimming Driver PRD Driver Programmed to Specific Lumen Output. *To specify lumens, see size and lumen chart, Consult Factory* *PRD not available with Wattage.* *PRD standard 0-10V dimming to 1%*	2DRV [6,7,8] Two LED drivers for independent LED board operations	10W 30W 15W 35W 20W 55W *Required for all drivers except PRD driver* *To specify wattage, see size and wattage chart*	300LM - 6400LM - Lumens available in 100LM increments *Lumens required if PRD driver chosen*

CCT*	Voltage*	Lens*	Finish*
27K 2700K 30K 3000K 35K 3500K 40K 4000K 50K 5000K	120 120 Volt 277 277 Volt MVOLT 120-277 Volt 347 [9] 347 Volt	DP Diffused Polycarbonate	BKH Black Hammertone WOP White Orange Peel/Textured White BZH Bronze Hammertone SVH Silver Hammertone CUST Custom Color, Consult Factory RALTBD Ral Paint finishes RALTBD for pricing only. Replace with applicable RAL call out when ready to order. See the RAL BROCHURE for available options

*Required

OPTIONS

Emergency [10]

EMB310 [11]	Self contained, 90 minute emergency battery pack. 0°C (32°F) to 55°C (131°F). 1000 lumens
EMB310ST [11]	Self-testing, self contained, 90 minute emergency battery pack. 0°C (32°F) to 55°C (131°F) Meets CA Title 20 Standards. 1000 lumens
EMB10ST [11]	Self-testing, self contained, 90 minute emergency battery pack. 0°C (32°F) to 55°C (131°F). Meets CA Title 20 Standards. 1000 lumens
EMB310T20 [11]	Self contained, 90 minute emergency battery pack. 0°C (32°F) to 55°C (131°F). Meets CA Title 20 standards. 1000 lumens
EMBDA [12]	Two drivers and two emergency battery packs self-contained within fixture for independent light engine operation. Each battery pack will operate each light engine for a minimum of 90 minutes. 0°C to +55°C (32°F to 131°F)
EMB20R [13,15]	Remote mounted micro inverter that will operate a 25W maximum load for 90 minutes. 0°C (32°F) to 45°C (113°F)
EMB125R [14]	Remote inverter that will operate a maximum 125W load for 90 minutes. 20°C (68°F) to 30°C (86°F)
EMB250R [14]	Remote inverter that will operate a 250W maximum load for 90 minutes. 20°C (68°F) to 30°C (86°F)

Back Box	Fusing	Photocell	Sensors [19]	Hardware
AB Aluminum surface back box	GLR [15] Fuse and Fuse Holder	PC [15] Photoelectric Switch	PIR [16,17] Occupancy sensor. Maximum coverage of 10' radius from 8' height PIR50 [16,17,18] Passive infrared sensor mounted in machine hole in end cap. 50% of LED's constantly on and 50% sensored on/off	PHSC Phillips Head screws instead of TORX® head

Ordering Notes

1. See Size and Wattage Chart.
2. 12IN with 347; Not available with MIN1.
3. Not available with EMB10ST, EMB310, EMB310ST, EMB310T20.
4. 36IN with 2DRV; Not available with PRD.
5. Not available in 36IN with 2DRV and EMB10ST, EMB310, EMB310ST, and EMB310T20.
6. Not available with 12IN.
7. 24IN with 2DRV option; EMB10ST, EMB310, EMB310ST, or EMB310T20 cannot be used.
8. 24IN with 2DRV; Only available with NODIM or MIN10.
9. Not available with MIN10 in 24IN, 24IN, 36IN, or 72IN.
10. Not available with 347.
11. 24IN with EMB10ST, EMB310, EMB310ST, or EMB310T20; Not available with MIN1 or PRD.
12. Only available in 72IN.
13. Not available with wattage over 25W or PRD.
14. Not available with MVOLT.
15. Not available with MVOLT or 347.
16. Not available with EMB20R, EMB125R, EMB250R.
17. Not available with 12IN.
18. PIR50 must include 2DRV.
19. 24IN or 36IN with PIR or PIR50, Not available with Emergency.

Accessories: *Order as separate catalog number*

TXSD	TORX® Screwdriver Bit

Initial shipment includes one (1) TXSD per fixture.

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SIZE & WATTAGE CHART

Size	Wattage
12IN	10W
24IN	10W | 20W
36IN	15W | 30W
48IN	20W | 35W
72IN	30W | 55W

SIZE & LUMEN CHART (For PRD)

Size	Lumen Range
12IN	300LM - 800LM
24IN	300LM - 1700LM
36IN	500LM - 3200LM
48IN	800LM - 3900LM
72IN	1200LM - 6400LM

PHOTOMETRIC DATA

Model	Watts	Input Watts	Delivered Lumens				
			2700K	3000K	3500K	4000K	5000K
AEL 12IN	10W	10.8W	736	747	760	784	807
AEL 24IN	10W	9.4W	820	832	847	873	899
AEL 24IN	20W	17.6W	1535	1557	1585	1634	1682
AEL 36IN	15W	14.9W	1231	1248	1271	1310	1348
AEL 36IN	30W	26.3W	2954	2995	3049	3143	3237
AEL 48IN	20W	18.8W	1908	1935	1969	2030	2090
AEL 48IN	35W	35.2W	3568	3616	3682	3796	3909
AEL 72IN	30W	27.9W	3117	3162	3217	3317	3417
AEL 72IN	55W	52.2W	5830	5911	6017	6203	6389
AEL xx	PRD		Programmable Driver. Specify Lumens in Ordering Information, see Chart above.				

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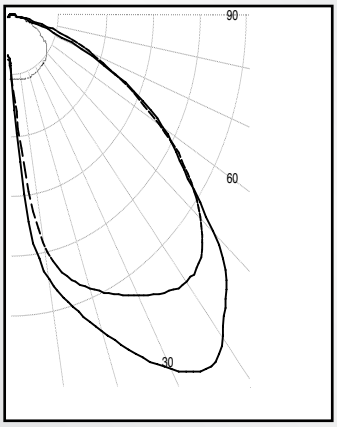
PHOTOMETRIC DATA

MODEL AEL 12IN 10W 40K DP

Delivered Lumens: 726 Lumens

Total Power: 10.8W

Testing was performed in accordance with IES LM-79-08
Bug Rating: B0U0G0



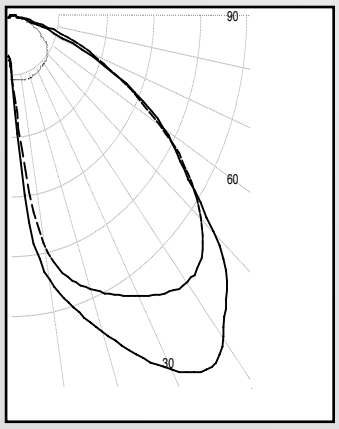
Zone	Lumens	% Lamps
0 - 30	153	21.1
0 - 40	287	39.5
0 - 60	585	80.6
60 - 90	726	100.0
0 - 90	439	60.5
90 -180	0	0.0
0 - 180	726	100.0

MODEL AEL 36IN 15W 40K DP

Delivered Lumens: 1652 Lumens

Total Power: 15.01W

Testing was performed in accordance with IES LM-79-08
Bug Rating: B1U0G0

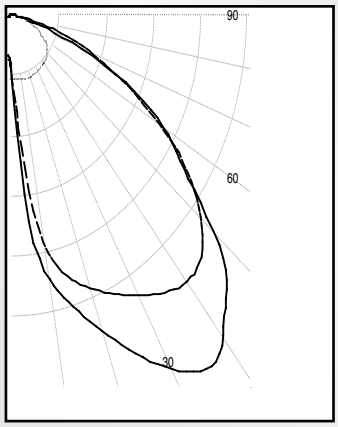


Zone	Lumens	% Lamps
0 - 30	427	25.8
0 - 40	724	43.9
0 - 60	1350	81.7
60 - 90	302	18.3
0 - 90	1652	100.0
90 -180	0	0.0
0 - 180	1652	100.0

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PHOTOMETRIC DATA

MODEL AEL 36IN 30W 40K DP
Delivered Lumens: 3141 Lumens

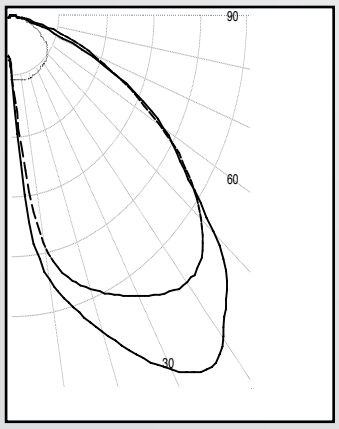


Total Power: 29.7W

Zone	Lumens	% Lamps
0 - 30	821	26.1
0 - 40	1388	44.2
0 - 60	2575	88.0
60 - 90	566	18.0
0 - 90	3141	100.0
90 -180	0	0.0
0 - 180	3141	100.0

Testing was performed in accordance with IES LM-79-08
Bug Rating: B1U0G1

MODEL AEL 72IN 30W 40K DP
Delivered Lumens: 3072 Lumens



Total Power: 27.09W

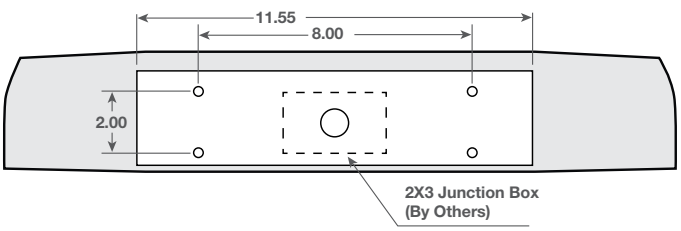
Zone	Lumens	% Lamps
0 - 30	771	25.1
0 - 40	1353	44.1
0 - 60	2529	82.3
60 - 90	3072	100.0
0 - 90	1718	17.7
90 -180	542	0.0
0 - 180	3072	100.0

Testing was performed in accordance with IES LM-79-08
Bug Rating: B1U0G1

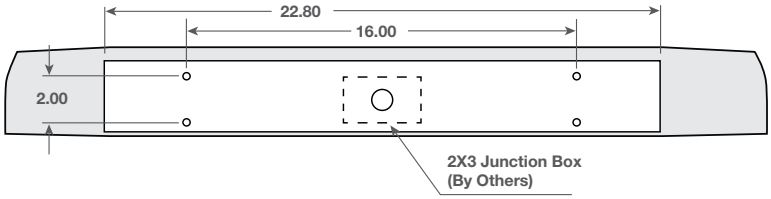
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MOUNTING PLATE DETAILS

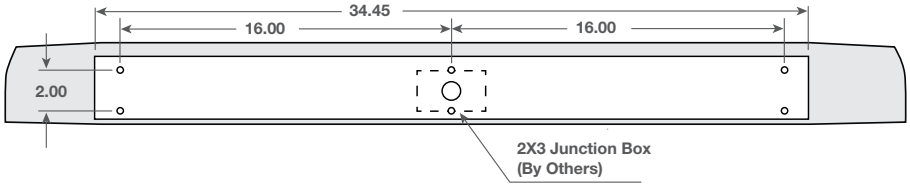
AEL 12



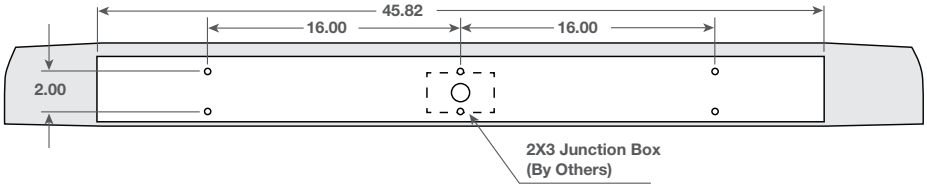
AEL 24



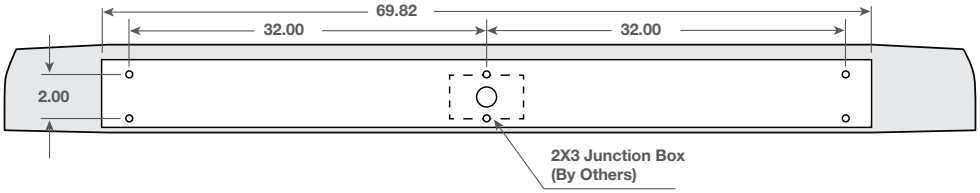
AEL 36



AEL 48



AEL 72

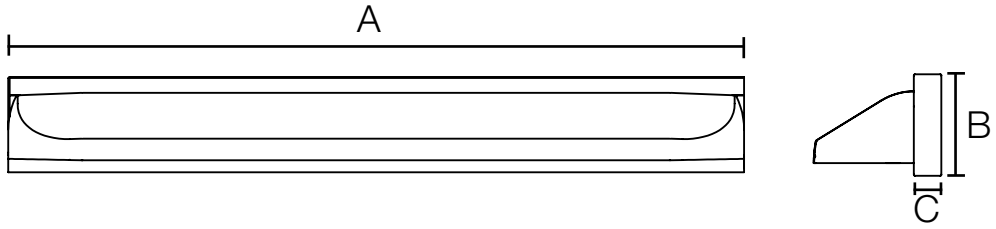


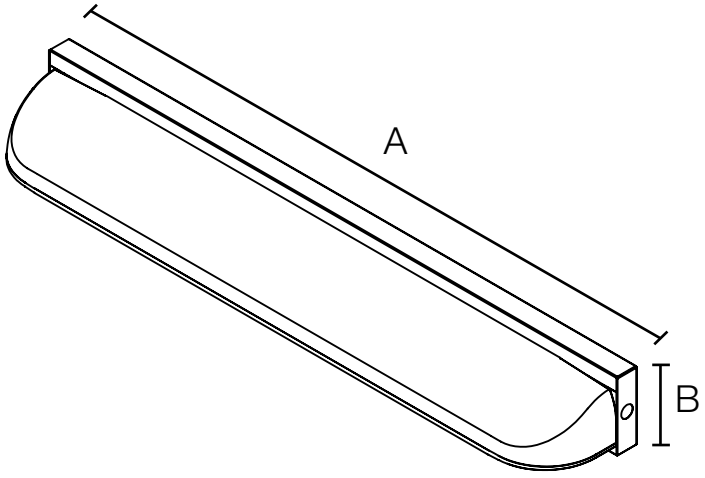
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MOUNTING PLATE DETAILS

A/B Detail

	A	B	C
AEL 12 Back Box	20.80	5.20	1.50
AEL 24 Back Box	31.48	5.20	1.50
AEL 36 Back Box	43.30	5.20	1.50
AEL 48 Back Box	54.75	5.20	1.50
AEL 72 Back Box	78.75	5.20	1.50

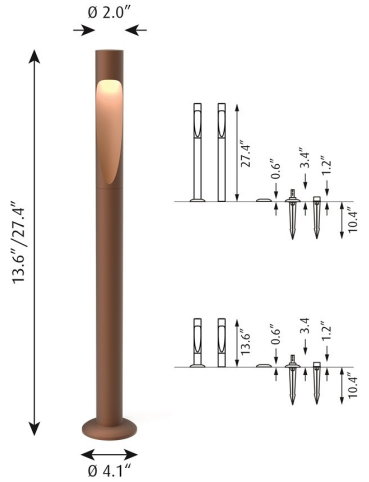




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FLINDT GARDEN BOLLARD

Designed by Christian Flindt



Technical specifications

Materials
Top: Cast aluminum. Reflector part: Cast aluminum. Post: Extruded aluminum. Base plate: Cast aluminum.

Finishes
Natural painted aluminum or corten colored. Textured surface, powder coated.

Mounting
The bollard requires a separate, 24V or 230V DC power supply.

Flindt Garden with an integrated driver (230V) is available with a baseplate and anchor mounting. A mounting fixture is available as a spare part.
Flindt Garden without an adapter (24V) must be connected to an external adapter. The adapter must be brought separately. A maximum of 6 Garden bollards (6,5 W) can be run by one adapter.
The maximum distance to the last bollard is 30 m. Stem: Ø50 mm.

Spike mounted bollard(Plug&Play): For use in soil or gravel; includes weather-proof cables and connectors for above-ground runs.
Anchor mounted bollard(certified electrician): for casting in new concrete pad.
Base mounted bollard(certified electrician): Includes baseplate for anchoring to decks and floors.

Information
Electrical:
System Wattage: 6.5-8.8W
LED Wattage: 6.0W
Delivered lumens: 215-291 lm
Efficacy: 24.1 - 44.7 lm/W

Certifications:
cULus, Wet Location
Protection class IP65
IK class 06
BUG Rating: B0-U2-G0
Color Rendering: Ra≥80
LED is non-dimming.

Low Voltage power supply 24VDC is remote mounted for multiple bollards per supply. Spike mounted bollards use provided weather-proof cables and connectors for above-ground runs. Plug and play. Anchor or Base mounted bollards: installation determined by certified electrician with below ground cabling and conduit. Consult factory for remote power supply information; maximum bollards and cable distances. For the E-socket product variants, bulbs are not included. LED light source is part of the product.

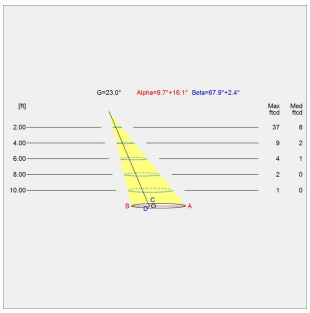
FLINDT GARDEN BOLLARD

Designed by Christian Flindt

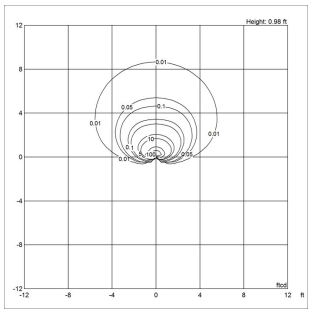
Anchor or Base mounted bollards: installation determined by certified electrician with below ground cabling and conduit. For mounting instructions, see download section on the product detail page.

Light distribution diagrams

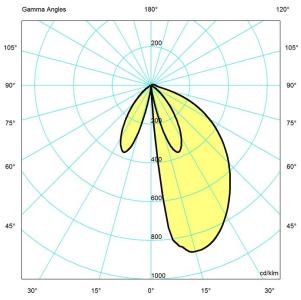
CARTESIAN



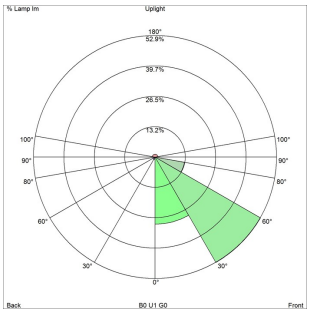
ISOLUX



POLAR



BUG



Variant Options

For particular variant options, please check our online Product Variants Configurator on the product detail page.

VARIANT NO.	LIGHT SOURCE	VOLTAGE/FRQ	LUMEN	FEATURES	CABLE
10000158330	LED 3000K 6.5W	24V	252	-	-
10000158331	LED 3000K 6.5W	24V	215	-	-
10000158334	LED 2700K 6.5W	24V	252	-	-
10000158335	LED 2700K 6.5W	24V	215	-	-
10000158336	LED 3000K 6.5W	24V	252	-	-
10000158337	LED 3000K 6.5W	24V	215	-	-
10000158340	LED 2700K 6.5W	24V	252	-	-
10000158341	LED 2700K 6.5W	24V	215	-	-
5747402474	LED 3000K 6.5W	24V	215	-	-
5747402487	LED 2700K 6.5W	24V	215	-	-
5747402500	LED 3000K 6.5W	24V	215	-	-
5747402513	LED 2700K 6.5W	24V	215	-	-
5747402568	LED 3000K 6.5W	24V	215	-	-
5747402571	LED 2700K 6.5W	24V	215	-	-
5747402597	LED 3000K 6.5W	24V	215	-	-
5747402607	LED 2700K 6.5W	24V	215	-	-
5747402830	LED 3000K 6.5W	24V	252	-	-
5747402843	LED 2700K 6.5W	24V	252	-	-
5747402869	LED 3000K 6.5W	24V	252	-	-
5747402872	LED 2700K 6.5W	24V	252	-	-
5747402924	LED 3000K 6.5W	24V	252	-	-

FLINDT GARDEN BOLLARD

Designed by Christian Flindt

5747402937	LED 2700K 6.5W	24V	252	-	-
5747402953	LED 3000K 6.5W	24V	252	-	-
5747402966	LED 2700K 6.5W	24V	252	-	-
5747405536		24V		-	-
5747405549		24V		-	-
5747405565		24V		-	-
5747405578		24V		-	-
5747405594		24V		-	-
5747405604		24V		-	-
5747405617		24V		-	-
5747405620		24V		-	-
5747405633		24V		-	-
5747408782	LED 3000K 6.5W	24V		-	-
5747408795	LED 2700K 6.5W	24V		-	-
5747408818	LED 3000K 6.5W	24V		-	-
5747408821	LED 2700K 6.5W	24V		-	-
5747408847	LED 3000K 6.5W	24V	200	-	-
5747408850	LED 2700K 6.5W	24V	200	-	-
5747408876	LED 3000K 6.5W	24V	200	-	-
5747408889	LED 2700K 6.5W	24V	200	-	-
5747408902	LED 3000K 6.5W	24V	200	-	-
5747408915	LED 2700K 6.5W	24V	200	-	-
5747408931	LED 3000K 6.5W	24V	200	-	-
5747408944	LED 2700K 6.5W	24V	200	-	-
5747408960	LED 3000K 6.5W	24V	200	-	-
5747408973	LED 2700K 6.5W	24V	200	-	-
5747408999	LED 3000K 6.5W	24V	200	-	-
5747409008	LED 2700K 6.5W	24V	200	-	-

Variants

VARIANT NUMBER	COLOR, RAL	W / H / L (IN) / W (LB)
10000158330	NAT PAINT ALU, 162	- / - / - IN / 5.2 LB
10000158331	CORTEN COLOR, 954	- / - / - IN / 5.2 LB
10000158334	NAT PAINT ALU, 162	- / - / - IN / 5.2 LB
10000158335	CORTEN COLOR, 954	- / - / - IN / 5.2 LB
10000158336	NAT PAINT ALU, 162	- / - / - IN / 5.2 LB
10000158337	CORTEN COLOR, 954	- / - / - IN / 5.2 LB
10000158340	NAT PAINT ALU, 162	- / - / - IN / 5.2 LB
10000158341	CORTEN COLOR, 954	- / - / - IN / 5.2 LB
5747402474	CORTEN COLOR, 954	2 / 13.7 / 2 IN / 2.8 LB
5747402487	CORTEN COLOR, 954	2 / 13.7 / 2 IN / 2.8 LB
5747402500	CORTEN COLOR, 954	2 / 13.7 / 2 IN / 3.2 LB
5747402513	CORTEN COLOR, 954	2 / 13.7 / 2 IN / 5.2 LB
5747402568	CORTEN COLOR, 954	2 / 27.5 / 2 IN / 2.9 LB
5747402571	CORTEN COLOR, 954	2 / 27.5 / 2 IN / 2.9 LB
5747402597	CORTEN COLOR, 954	2 / 27.5 / 2 IN / 3.4 LB

FLINDT GARDEN BOLLARD

Designed by Christian Flindt

5747402607	CORTEN COLOR, 954	2 / 27.5 / 2 IN / 5.4 LB
5747402830	NAT PAINT ALU, 162	2 / 13.7 / 2 IN / 2.8 LB
5747402843	NAT PAINT ALU, 162	2 / 13.7 / 2 IN / 2.8 LB
5747402869	NAT PAINT ALU, 162	2 / 13.7 / 2 IN / 5.2 LB
5747402872	NAT PAINT ALU, 162	2 / 13.7 / 2 IN / 3.2 LB
5747402924	NAT PAINT ALU, 162	2 / 27.5 / 2 IN / 2.9 LB
5747402937	NAT PAINT ALU, 162	2 / 27.5 / 2 IN / 2.9 LB
5747402953	NAT PAINT ALU, 162	2 / 27.5 / 2 IN / 3.4 LB
5747402966	NAT PAINT ALU, 162	2 / 27.5 / 2 IN / 3.4 LB
5747405536	NAT PAINT ALU, 162	2 / 27.4 / 2 IN / 4.5 LB
5747405549	NAT PAINT ALU, 162	2 / 27.4 / 2 IN / 4.8 LB
5747405565	NAT PAINT ALU, 162	2 / 13.6 / 2 IN / 4.5 LB
5747405578	NAT PAINT ALU, 162	2 / 13.6 / 2 IN / 4.5 LB
5747405594	CORTEN COLOR, 954	2 / 27.4 / 2 IN / 4.8 LB
5747405604	CORTEN COLOR, 954	2 / 27.4 / 2 IN / 4.5 LB
5747405617	CORTEN COLOR, 954	2 / 13.6 / 2 IN / 4.5 LB
5747405620	CORTEN COLOR, 954	2 / 13.6 / 2 IN / 4.5 LB
5747405633	CORTEN COLOR, 954	2 / 13.6 / 2 IN / 4.5 LB
5747408782	BLK, 731	- / - / - IN / 3.2 LB
5747408795	BLK, 731	- / - / - IN / 3.2 LB
5747408818	BLK, 731	- / - / - IN / 4.0 LB
5747408821	BLK, 731	- / - / - IN / 4.0 LB
5747408847	BLK, 731	2 / 13.7 / 2 IN / 2.1 LB
5747408850	BLK, 731	2 / 13.7 / 2 IN / 2.1 LB
5747408876	BLK, 731	2 / 13.7 / 2 IN / 2.2 LB
5747408889	BLK, 731	2 / 13.7 / 2 IN / 2.2 LB
5747408902	BLK, 731	2 / 13.7 / 2 IN / 3.1 LB
5747408915	BLK, 731	2 / 13.7 / 2 IN / 3.1 LB
5747408931	BLK, 731	2 / 27.5 / 2 IN / 2.9 LB
5747408944	BLK, 731	2 / 27.5 / 2 IN / 2.9 LB
5747408960	BLK, 731	2 / 37.8 / 2 IN / 3.1 LB
5747408973	BLK, 731	2 / 37.8 / 2 IN / 3.1 LB
5747408999	BLK, 731	2 / 37.8 / 2 IN / 3.9 LB
5747409008	BLK, 731	2 / 37.8 / 2 IN / 3.9 LB

ORDER GUIDE - DUAL BEND STATIC WHITE

NF-NEON SWH 3.0W

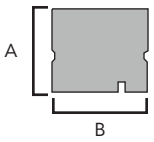
LISTED E366167

PART NUMBER BUILDER:

Series	Family	Environment	Bend	Voltage	Color
NF	NEON	W[1]	DUAL	24V	2700K
					3000K
					3500K
					4000K
					5000K

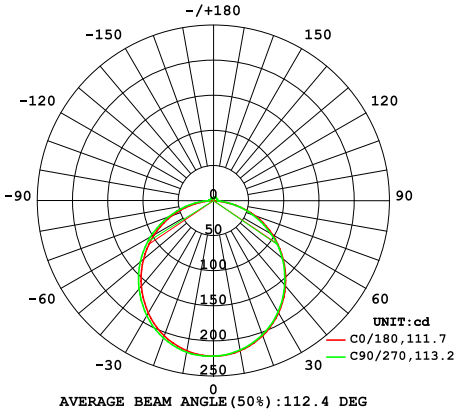
Notes:
1. IP67 finished with our in-house custom injection molding

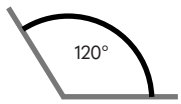
DIMENSIONS



Section	Dimensions
A	0.59" (14.97 mm)
B	0.63" (16.0 mm)

ILLUMINATION DETAILS; 3000K





Beam Angle

Kelvin	Output L/Ft	Efficacy L/W	CRI Ra / R9	CRI Rf / Rg
2700K	211	69	-	-
3000K	214	70	93.5 / 65	89 / 97.1
3500K	217	71	-	-
4000K	220	72	-	-
5000K	224	74	-	-

PHYSICAL

Environment	IP67
Ambient Temp	-13° to 113°F (-25° to 45°C)
Cut Length	1.97" Inches
Min. Bend Diameter	7.86" Inches
Bend Direction	Dual Bend (Top and Side Bend)
Max Run	16' Feet 4" Inches
CCT Binning	2-step MacAdam
Jumper	26.1"

ELECTRICAL

Voltage	24v
Wattage	3.0w
CRI	90+
Wire Size	20 AWG
Lead Wire	11.8" Inches / 3.28' Feet
Dimming	PWM / PFM | IEEE PAR1789 No Effect Level Green for Flicker when used with Nova Flex drivers and Dimming modules.
Dimming Control	0-10V | MLV / ELV | DALI | DMX

QUALITY ASSURANCE

Lumen Maintenance	54,000 Hrs
Warranty	5 years
Certifications	cULus listed

Nova Flex retains the right to modify the design of our products at any time as part of the company's continual product improvement program

PROJECT | FIXTURE | PHASE | DATE

U.S. ARCHITECTURAL LIGHTING

PROJECT NAME:

PROJECT TYPE: OA3-H

AREA & ROADWAY LIGHTING

VLL SERIES - LED



VLL

Luminaire
Diecast aluminum assembly with minimum wall thickness of 0.150". Integral cooling fins surround the electrical compartment. LED Module mounting area is cast to within a 0.003" surface flatness variance for maximum surface contact and thermal conductivity from the LED modules to the radiating fins. Passive radiating fins above the LED Optics provide superior thermal management and long LED life. The optical and electrical compartments are integrated with the support arm to create one assembly. Hinged driver compartment cover provides access to the drivers and wiring.

PLED™ Optics
Emitters (LED's) are arrayed on a metal core PCB panel with each emitter located on a copper thermal transfer pad and enclosed by an LED refractor. LED optics completely seal each individual emitter to meet an IP66 rating. In asymmetric distributions, a micro-reflector inside the refractor re-directs the house side emitter output towards the street side and functions as a house side shielding element. Refractors are injection molded optical acrylic. Each LED refractor is sealed to the PCB over an emitter and all refractors are retained by an aluminum frame. Any one Panel, or group of Panels in a luminaire, have the same optical pattern. LED refractors produce standard and specialized street, site, and area distributions. All distributions are Zero Uplight (U0), Full-Cutoff and meet Dark Sky requirements. Panels are field replaceable and field rotatable in 90° increments.

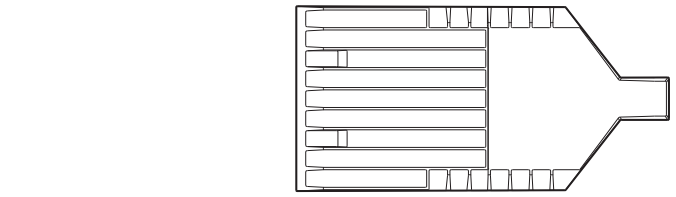
LED Emitters
High Power White LED's are driven between 350mA and 1400mA for a maximum output of 4 Watts nominal per LED. LED's are available standard in CCT's of Warm White (2700K & 3000K), Neutral White (4000K), or Cool White (5000K). All Standard LED's have a minimum of 70 CRI. Consult Factory for other LED options. LED Lumen Maintenance of L93 at 100,000 hours up to 1050mA drive current and 60,000 hours at 1225mA and 1400mA drive current (TM-21 calculated at 6x Test Time).

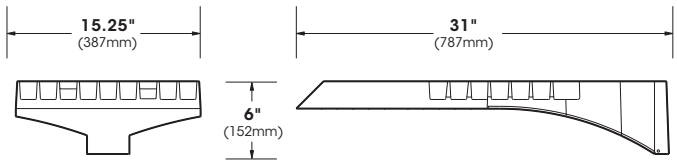
True Amber LED's
TRA-True Amber LED's emit light in a narrow amber spectral bandwidth centered on 585-590nm. True Amber has negligible blue light and is suitable for wildlife.

LED Driver(s)
Constant current electronic with a power factor of >.90 and a minimum operating temperature of -40°F/-40°C. Driver(s) is/are UL and cUL recognized and mounted directly against the Electrical Housing to facilitate thermal transfer, held down by universal clamps to facilitate easy removal. In-line terminal blocks facilitate wiring between the driver and optical arrays. Drivers accept an input of 120-277V, 50/60Hz (UNV) or 347V-480V, 50,60Hz. 0 - 10V dimmable driver is standard. Driver has a minimum of 3KV internal surge protection. Luminaire supplied with 20KV surge protector for field accessible installation.)

Finish
Electrostatically applied TGIC Polyester Powder Coat on substrate prepared with 20 PSI power wash at 140°F. Four step media blast and iron phosphate pretreatment for protection and paint adhesion. 400°F bake for maximum hardness and durability.

TOP VIEW





FRONT VIEW

SIDE VIEW

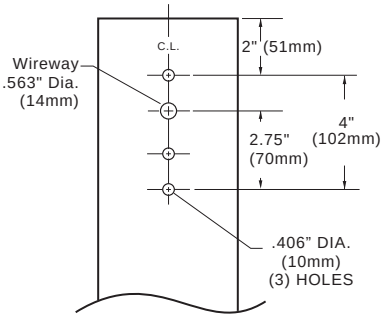
BABA compliant

U.L. Listed for Wet Location

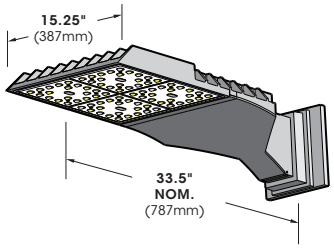
2024348

SPECIFICATIONS

POLE DRILLING TEMPLATE

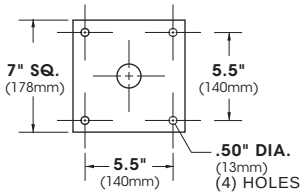


WALL MOUNT

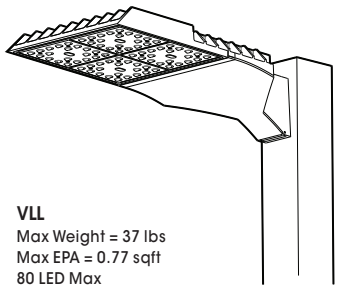


Extruded aluminum arm and cast aluminum Wall Bracket assembly provided with built in gasketed Wire access for Fixture/supply Wire connection.

MOUNT PLATE

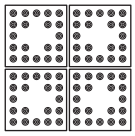


EPA & WEIGHT

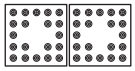


VLL
Max Weight = 37 lbs
Max EPA = 0.77 sqft
80 LED Max

PLED™ MODULES



80 LED Module



40 LED Module

ORDERING INFORMATION

Spec/Order Example: VLL/PLED-III/80-700-30K/UNV/3-120/TPR

Luminaire	Optics	LED Mode			Voltage	Mounting	Finish	Options
VLL	PLED-III	40LED	350MA	TBD	UNV	1	TBD	

Luminaire

☐ **VLL**

Optics

PLED™ Distribution Type

- ☐ Type II **PLED-II**
- ☐ Type II Front Row **PLED-II-FR**
- ☐ Type II Median Illuminator **PLED-II-ML**
- ☐ Type III Med. **PLED-III**
- ☐ Type III Wide **PLED-III-W**
- ☐ Type IV **PLED-IV**
- ☐ Type IV **PLED-IV-FT**
- ☐ Type V Narrow **PLED-VSQ-N**
- ☐ Type V Med. **PLED-V-SQ-M**
- ☐ Type V Wide **PLED-V-SQ-W**

LED

#of LED's

- ☐ **80LED**
- ☐ **40LED**

Drive Current

- ☐ **1400mA**
- ☐ **1225mA**
- ☐ **1050mA**
- ☐ **875mA**
- ☐ **700mA**
- ☐ **525mA**
- ☐ **350mA**

Color Temp - CCT

- ☐ **27K** (2700K)
- ☐ **30K** (3000K)
- ☐ **40K** (4000K)
- ☐ **50K** (5000K)

Consult Factory for Other LED Color, CCT, & CRI Options

☐ **TRA** True Amber

NOTES:
1 - Available in 350mA & 525mA drive current only

Consult Factory for Other Drive Currents

Voltage

- ☐ **UNV** (120 to 277)
- ☐ **347**
- ☐ **480**

Mounting

Arm Mount

- ☐ **1**
- ☐ **2-180**
- ☐ **2-90**
- ☐ **3-90**
- ☐ **3-120**
- ☐ **4-90**

Wall Mount

- ☐ **WM**

WM - Wall Mount provided with mounting bracket and cover.

Finish

Standard Textured Finish

- ☐ Black **RAL-9005-T**
- ☐ White **RAL-9003-T**
- ☐ Grey **RAL-7004-T**
- ☐ Dark Bronze **RAL-8019-T**
- ☐ Green **RAL-6005-T**

Premium Finishes

- ☐ Rust
- ☐ Patina Copper **PC**

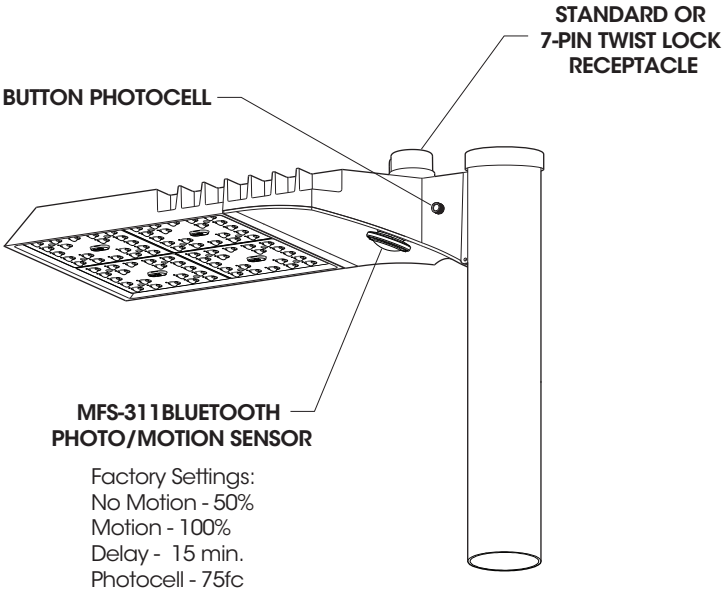
For smooth finish replace suffix "T" with suffix "S" (Example: RAL-9500-S)

Consult factor for custom colors

Options

- ☐ Internal House Side Shield inc. LED Count (Example: HS-PLED/48) **HS-PLED**
- ☐ External Glare Shield 4 Sided **EGS4**
- ☐ External Glare Shield 3 Sided Rear Wedge **EGS3W**
- ☐ Round Pole Adapter **RPA**
- ☐ Twist Lock Receptacle Only **TPR**
- ☐ 7-Pin Twist Lock Receptacle Only **TPR7**
- ☐ High-Low Dimming for Switch by Others/Select Levels 50/100 or 25/100 (Example: HLSW/25) **HLSW**
- ☐ Photo Cell + Voltage (Example: PC120V) **PC+V**
- ☐ Single Fuse + Voltage (Example: SF277) **SF+V**
- ☐ Double Fuse + Voltage (Example: DF208) **DF+V**
- ☐ Blue-Tooth Programmable Photo/Motion Sensor (Factory - Motion 50/100; Photo 75fc) **MS-F311**

OPTIONS



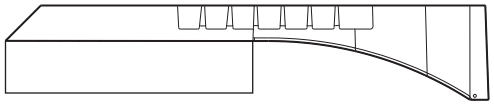
Factory Settings:
No Motion - 50%
Motion - 100%
Delay - 15 min.
Photocell - 75fc

Sensors can be Field Programmed With Bluetooth App

High Low Dimming For Switches (HLSW)
The HLSW is a Small Electronic Switch which Provides High Low Dimming Control Through the LED Driver's 0-10V Control. Switching is Done by Adding a Secondary AC Switched Hot Trigger Line to the HLSW in Addition to the Normal AC Power Line. When the Secondary Trigger Line is Powered, the Fixture will go to 100% Dimming. With no Power to the Trigger, the Fixture will operate at 50% or 25% Dimming. Switches for the Trigger Line can be a Normal AC Switch/Breaker or Timed Switch/Breaker.

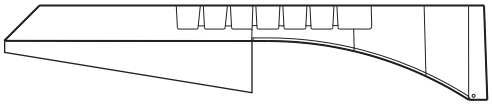
Wireless and Other Fixture Controls
Contact Factory for Wireless and Other Fixture Controls and Recommendations. Most Controls Can be Integrated and Factory Installed.

External Glare Shields



EGS4 - 4 Sided Shield - 3" Deep

Minimum Cutoff = 12°
Average Cutoff = 23°



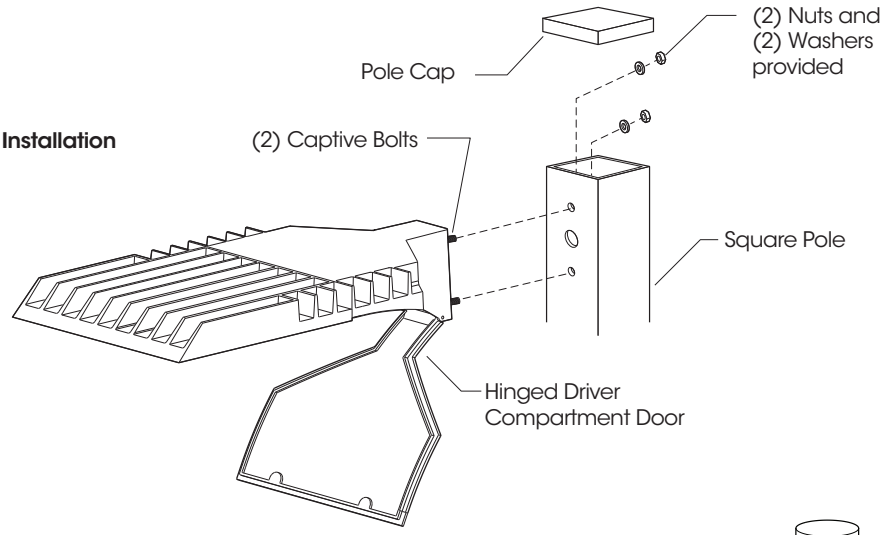
EGS3W - 3 Sided Shield - 3" Rear Depth

Minimum Rear Cutoff = 12°
Average Rear Cutoff = 23°
Minimum Side Cutoff = 4°
Average Side Cutoff = 16°

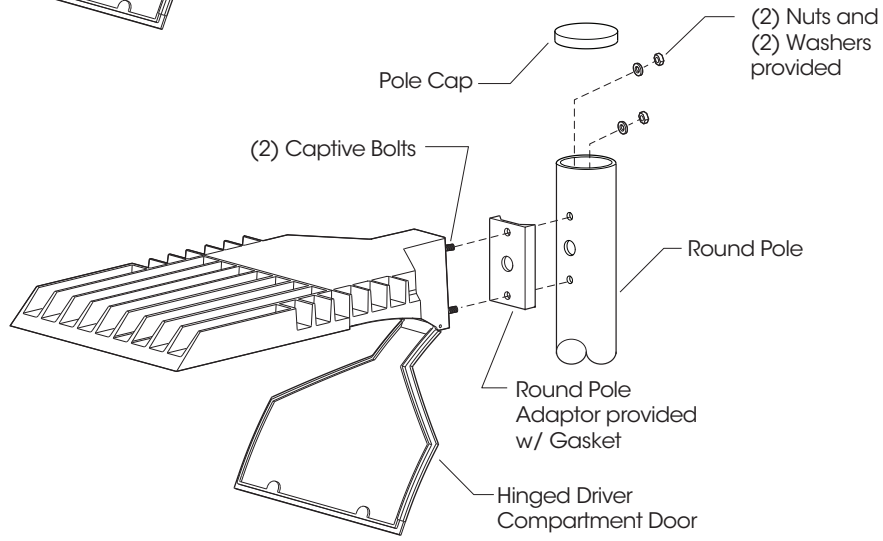
Glare Shields are rotatable on VLL. Shields are Powdercoated Flat Black. Consult factory for custom applications.

INSTALLATION DETAIL

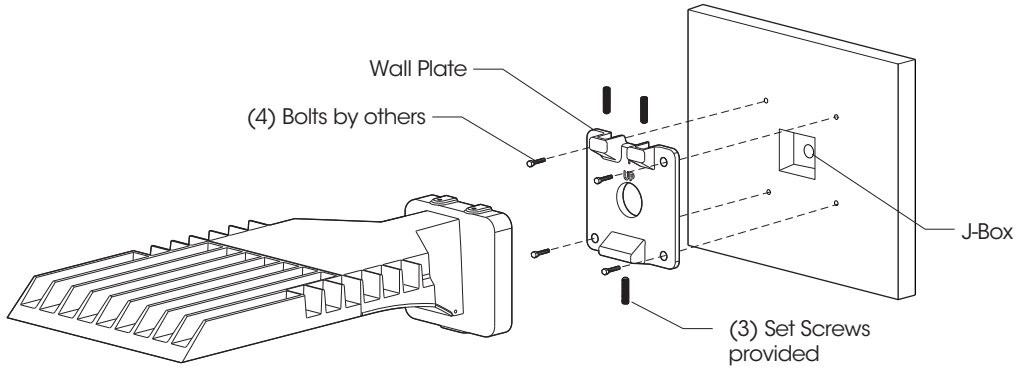
VLL Square Pole Installation



VLL Round Pole Installation



VLL-WM Installation



PHOTOMETRIC DATA GUIDE - LM-80 LUMEN MAINTENANCE

LED LUMEN MAINTENANCE (350mA to 1050mA)		
LED Life / Operating Hours	Lumen Depreciation	Lumen Depreciation Scale Factor
60,000	L96	0.96x
100,000 (6X LED Test Hrs)	L93	0.93x
150,000 (Theoretical)	L89	0.90x
200,000 (Theoretical)	L86	0.87x

TM-21 6x Test Time Dicatates that L93 > 100,000 Hours.

LED LUMEN MAINTENANCE (1225mA & 1400mA)		
LED Life / Operating Hours	Lumen Depreciation	Lumen Depreciation Scale Factor
60,000 (6X LED Test Hrs)	L93	0.93x
100,000 (Theoretical)	L89	0.89x
150,000 (Theoretical)	L84	0.84x
200,000 (Theoretical)	L80	0.80x

TM-21 6x Test Time Dicatates that L93 > 60,000 Hours.

Lumen Depreciation Calculations Done in Accordance With IESNA TM-21 & LM-80 (25°C Ambient)

ELECTRICAL DATA GUIDE - AMPERAGE CHARTS

Standard White LED's

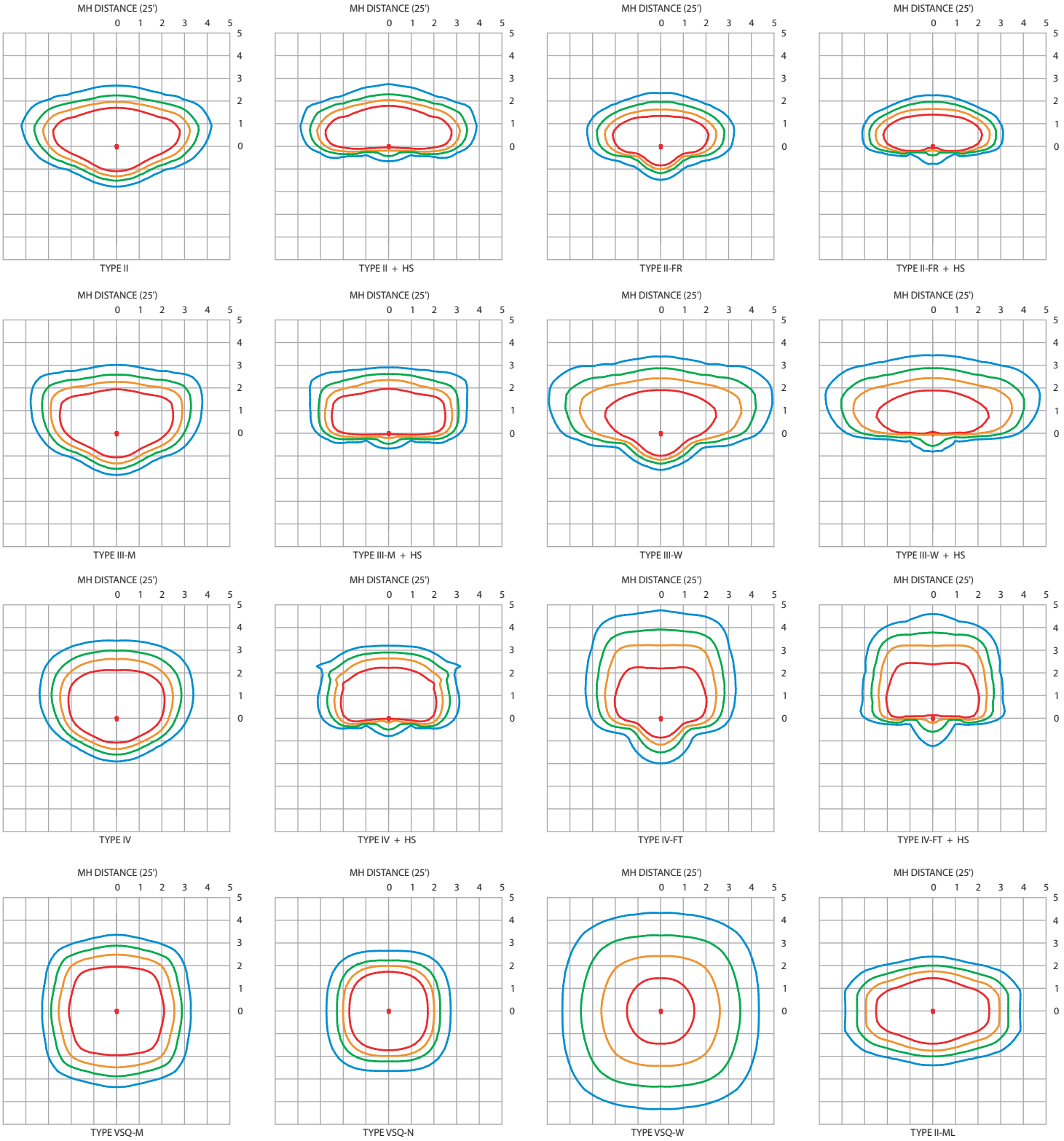
# of LEDs	mA	System Watts	120V	208V	277V	347V	480V
40	350	43	0.36	0.21	0.15	0.12	0.09
40	525	65	0.54	0.31	0.23	0.19	0.14
40	700	87	0.72	0.42	0.31	0.25	0.18
40	875	111	0.92	0.53	0.40	0.32	0.23
40	1050	135	1.12	0.65	0.49	0.39	0.28
40	1225	159	1.32	0.76	0.57	0.46	0.33
80	700	174	1.45	0.83	0.63	0.50	0.36
80	875	222	1.85	1.06	0.80	0.64	0.46
80	1050	270	2.25	1.30	0.97	0.78	0.56
80	1225	318	2.65	1.53	1.15	0.92	0.66
80	1400	366	3.05	1.76	1.32	1.06	0.76

True Amber LED's

# of LEDs	mA	System Watts	120V	208V	277V	347V	480V
40	350	33	0.28	0.16	0.12	0.10	0.07
40	525	51	0.43	0.25	0.18	0.15	0.11
80	350	67	0.56	0.32	0.24	0.19	0.14
80	525	101	0.84	0.49	0.36	0.29	0.21

PHOTOMETRIC DATA GUIDE - ISOFOOTCANDLE PLOTS

VLL-PLED-80LED-700mA-40K - 25' Pole Height



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PHOTOMETRIC DATA GUIDE - LUMEN TABLES (VLL-PLED)

LED Count	Drive Current (mA)	System Watts	Dist'n Type	27K (2700K - 70CRI)			30K (3000K - 70CRI)			40K (4000K - 70CRI)			50K (5000K - 70CRI)			System Watts	TRA (590nm)		
				LUMENS	LPW	BUG RATING	LUMENS	LPW	BUG RATING	LUMENS	LPW	BUG RATING	LUMENS	LPW	BUG RATING		LUMENS	LPW	BUG RATING
40	350	43	II	6500	152	B2-U0-G2	6782	158	B2-U0-G2	7065	165	B2-U0-G2	7348	171	B2-U0-G2	33.0	2309	70	B1-U0-G1
			II-FR	6544	153	B2-U0-G1	6828	159	B2-U0-G1	7113	166	B2-U0-G1	7397	172	B2-U0-G1		2325	70	B1-U0-G0
			II-ML	6500	152	B3-U0-G3	6783	158	B3-U0-G3	7065	165	B3-U0-G3	7348	171	B3-U0-G3		2309	70	B1-U0-G1
			III-M	6614	154	B2-U0-G2	6901	161	B2-U0-G2	7189	168	B2-U0-G2	7476	174	B2-U0-G2		2349	71	B1-U0-G1
			III-W	6141	143	B1-U0-G2	6408	149	B1-U0-G2	6675	156	B1-U0-G2	6942	162	B1-U0-G2		2182	66	B1-U0-G1
			IV	6564	153	B2-U0-G2	6849	160	B2-U0-G2	7135	166	B2-U0-G2	7420	173	B2-U0-G2		2332	71	B1-U0-G1
			IV-FT	5979	139	B1-U0-G2	6239	145	B1-U0-G2	6499	152	B1-U0-G2	6759	158	B1-U0-G2		2124	64	B1-U0-G1
			VSQ-N	6860	160	B2-U0-G1	7159	167	B2-U0-G1	7457	174	B2-U0-G1	7755	181	B2-U0-G1		2438	74	B1-U0-G0
			VSQ-M	6727	157	B3-U0-G1	7020	164	B3-U0-G1	7313	170	B3-U0-G1	7605	177	B3-U0-G2		2390	72	B2-U0-G1
			VSQ-W	6567	153	B3-U0-G2	6852	160	B3-U0-G2	7138	166	B3-U0-G2	7423	173	B3-U0-G2		2333	71	B2-U0-G1
			II-HS	4754	111	B1-U0-G2	4961	116	B1-U0-G2	5167	120	B1-U0-G2	5374	125	B1-U0-G2		1689	51	B0-U0-G0
			II-FR-HS	4836	113	B0-U0-G1	5046	118	B0-U0-G1	5256	123	B0-U0-G1	5466	127	B0-U0-G1		1718	52	B0-U0-G0
			III-M-HS	4810	112	B0-U0-G2	5019	117	B0-U0-G2	5228	122	B0-U0-G2	5437	127	B0-U0-G2		1708	52	B0-U0-G1
			III-W-HS	4708	110	B0-U0-G2	4912	115	B0-U0-G2	5117	119	B0-U0-G2	5321	124	B0-U0-G2		1673	51	B0-U0-G1
			IV-HS	4968	116	B0-U0-G2	5184	121	B0-U0-G2	5400	126	B0-U0-G2	5616	131	B0-U0-G2		1764	53	B0-U0-G1
			IV-FT-HS	4695	109	B0-U0-G2	4899	114	B0-U0-G2	5103	119	B0-U0-G2	5307	124	B0-U0-G2		1668	51	B0-U0-G1
40	525	65	II	9340	144	B2-U0-G2	9746	150	B2-U0-G2	10152	157	B2-U0-G2	10559	163	B2-U0-G2	51.0	2715	53	B1-U0-G1
			II-FR	9403	145	B2-U0-G1	9812	151	B2-U0-G1	10221	158	B2-U0-G1	10630	164	B2-U0-G1		2733	54	B1-U0-G1
			II-ML	9341	144	B3-U0-G3	9747	150	B3-U0-G3	10153	157	B3-U0-G3	10559	163	B3-U0-G3		2715	53	B1-U0-G1
			III-M	9504	147	B2-U0-G2	9917	153	B2-U0-G2	10330	159	B2-U0-G2	10743	166	B2-U0-G2		2762	54	B1-U0-G1
			III-W	8824	136	B2-U0-G3	9208	142	B2-U0-G3	9592	148	B2-U0-G3	9976	154	B2-U0-G3		2565	50	B1-U0-G1
			IV	9433	146	B2-U0-G2	9843	152	B2-U0-G2	10253	158	B2-U0-G2	10663	165	B2-U0-G2		2742	54	B1-U0-G1
			IV-FT	8592	133	B2-U0-G3	8966	138	B2-U0-G3	9340	144	B2-U0-G3	9713	150	B2-U0-G3		2497	49	B1-U0-G1
			VSQ-N	9858	152	B3-U0-G1	10287	159	B3-U0-G1	10716	165	B3-U0-G1	11144	172	B3-U0-G1		2866	56	B1-U0-G0
			VSQ-M	9667	149	B3-U0-G2	10088	156	B3-U0-G2	10508	162	B3-U0-G2	10928	169	B4-U0-G2		2809	55	B2-U0-G1
			VSQ-W	9436	146	B4-U0-G3	9846	152	B4-U0-G3	10257	158	B4-U0-G3	10667	165	B4-U0-G3		2743	54	B2-U0-G1
			II-HS	6831	105	B1-U0-G2	7128	110	B1-U0-G2	7425	115	B1-U0-G2	7722	119	B1-U0-G2		1985	39	B0-U0-G1
			II-FR-HS	6949	107	B1-U0-G1	7251	112	B1-U0-G1	7553	117	B1-U0-G1	7855	121	B1-U0-G1		2020	40	B0-U0-G0
			III-M-HS	6911	107	B0-U0-G2	7212	111	B0-U0-G2	7512	116	B1-U0-G2	7813	121	B1-U0-G2		2009	39	B0-U0-G1
			III-W-HS	6764	104	B0-U0-G2	7059	109	B0-U0-G2	7353	113	B0-U0-G2	7647	118	B0-U0-G2		1966	39	B0-U0-G1
			IV-HS	7138	110	B0-U0-G2	7449	115	B1-U0-G2	7759	120	B1-U0-G2	8069	125	B1-U0-G2		2075	41	B0-U0-G1
			IV-FT-HS	6746	104	B0-U0-G2	7040	109	B1-U0-G3	7333	113	B1-U0-G3	7626	118	B1-U0-G3		1960	38	B0-U0-G1
40	700	87	II	11823	136	B2-U0-G2	12337	142	B2-U0-G2	12851	148	B2-U0-G2	13365	154	B2-U0-G2	N/A	N/A		
			II-FR	11903	137	B3-U0-G1	12420	143	B3-U0-G1	12938	149	B3-U0-G1	13455	155	B3-U0-G1				
			II-ML	11824	136	B3-U0-G3	12338	142	B3-U0-G3	12852	148	B3-U0-G3	13366	154	B3-U0-G3				
			III-M	12030	139	B2-U0-G2	12553	145	B2-U0-G2	13076	151	B2-U0-G2	13599	157	B2-U0-G2				
			III-W	11170	129	B2-U0-G3	11656	134	B2-U0-G3	12142	140	B2-U0-G3	12627	145	B2-U0-G3				
			IV	11940	138	B2-U0-G2	12459	144	B2-U0-G2	12978	150	B2-U0-G2	13497	156	B2-U0-G2				
			IV-FT	10876	125	B2-U0-G3	11349	131	B2-U0-G3	11822	136	B2-U0-G3	12295	142	B2-U0-G3				
			VSQ-N	12479	144	B3-U0-G1	13022	150	B3-U0-G1	13564	156	B3-U0-G1	14107	163	B3-U0-G1				
			VSQ-M	12237	141	B4-U0-G2	12769	147	B4-U0-G2	13301	153	B4-U0-G2	13833	159	B4-U0-G2				
			VSQ-W	11945	138	B4-U0-G3	12464	144	B4-U0-G3	12983	150	B4-U0-G3	13502	156	B4-U0-G3				
			II-HS	8647	100	B1-U0-G2	9023	104	B1-U0-G2	9399	108	B1-U0-G2	9775	113	B1-U0-G2				
			II-FR-HS	8797	101	B1-U0-G1	9179	106	B1-U0-G1	9561	110	B1-U0-G1	9944	115	B1-U0-G1				
			III-M-HS	8749	101	B1-U0-G2	9129	105	B1-U0-G2	9510	110	B1-U0-G2	9890	114	B1-U0-G2				
			III-W-HS	8563	99	B1-U0-G2	8935	103	B1-U0-G2	9307	107	B1-U0-G2	9680	112	B1-U0-G3				
			IV-HS	9036	104	B1-U0-G2	9429	109	B1-U0-G2	9822	113	B1-U0-G2	10215	118	B1-U0-G2				
			IV-FT-HS	8540	98	B1-U0-G3	8911	103	B1-U0-G3	9282	107	B1-U0-G3	9653	111	B1-U0-G3				
40	875	111	II	14169	128	B2-U0-G2	14784	133	B3-U0-G2	15401	139	B3-U0-G2	16017	145	B3-U0-G3	N/A	N/A		
			II-FR	14264	129	B3-U0-G1	14884	134	B3-U0-G2	15504	140	B3-U0-G2	16125	146	B3-U0-G2				
			II-ML	14169	128	B3-U0-G3	14785	133	B4-U0-G4	15401	139	B4-U0-G4	16018	145	B4-U0-G4				
			III-M	14417	130	B2-U0-G2	15043	136	B2-U0-G2	15670	141	B3-U0-G2	16297	147	B3-U0-G3				
			III-W	13386	121	B2-U0-G3	13968	126	B2-U0-G3	14550	131	B2-U0-G3	15132	137	B2-U0-G3				
			IV	14309	129	B2-U0-G2	14931	135	B2-U0-G2	15553	140	B3-U0-G2	16175	146	B3-U0-G2				
			IV-FT	13034	118	B2-U0-G3	13601	123	B2-U0-G3	14167	128	B2-U0-G3	14734	133	B2-U0-G3				
			VSQ-N	14954	135	B3-U0-G1	15605	141	B3-U0-G1	16255	147	B4-U0-G1	16905	153	B4-U0-G2				
			VSQ-M	14665	132	B4-U0-G2	15302	138	B4-U0-G2	15940	144	B4-U0-G2	16578	150	B4-U0-G2				
			VSQ-W	14314	129	B4-U0-G3	14937	135	B4-U0-G3	15559	140	B4-U0-G3	16182	146	B4-U0-G3				
			II-HS	10363	94	B1-U0-G2	10813	98	B1-U0-G2	11264	102	B1-U0-G2	11714	106	B1-U0-G2				
			II-FR-HS	10541	95	B1-U0-G1	10999	99	B1-U0-G1	11458	103	B1-U0-G2	11916	108	B1-U0-G2				
			III-M-HS	10484	95	B1-U0-G2	10940	99	B1-U0-G2	11396	103	B1-U0-G2	11852	107	B1-U0-G3				
			III-W-HS	10262	93	B1-U0-G3	10708	97	B1-U0-G3	11154	101	B1-U0-G3	11600	105	B1-U0-G3				
			IV-HS	10828	98	B1-U0-G2	11299	102	B1-U0-G2	11770	106	B1-U0-G2	12241	110	B1-U0-G2				
			IV-FT-HS	10234	92	B1-U0-G3	10678	96	B1-U0-G3	11123	100	B1-U0-G3	11568	104	B1-U0-G3				
40	1050	135	II	16120	120	B3-U0-G3	16820	125	B3-U0-G3	17521	130	B3-U0-G3	18222	135	B3-U0-G3	N/A	N/A		
			II-FR	16228	120	B3-U0-G2	16934	126	B3-U0-G2	17639	131	B3-U0-G2	18345	136	B3-U0-G2				
			II-ML	16120	120	B4-U0-G4	16821	125	B4-U0-G4	17522	130	B4-U0-G4	18223	135	B4-U0-G4				
			III-M	16402	122	B3-U0-G3	17115	127	B3-U0-G3	17828	132	B3-U0-G3	18541	138	B3-U0-G3				
			III-W	15229	113	B2-U0-G3	15891	118	B3-U0-G3	16554	123	B3-U0-G3	17216	128	B3-U0-G3				
			IV	16279	121	B3-U0-G3	16987	126	B3-U0-G3	17694	131	B3-U0-G3	18402	137	B3-U0-G3				
			IV-FT	14829	110	B2-U0-G3	15474	115	B3-U0-G3	16118	120	B3-U0-G4	16763	124	B3-U0-G4				
			VSQ-N	17014	126	B4-U0-G2	17754	132	B4-U0-G2	18494	137	B4-U0-G2	19233	143	B4-U0-G2				
			VSQ-M	16684	124	B4-U0-G2	17410	129	B4-U0-G2	18135	135	B4-U0-G2	18861	140	B4-U0-G2				
			VSQ-W	16285	121	B4-U0-G3	16993	126	B5-U0-G3	17701	131	B5-U0-G3	18409	137	B5-U0-G3				
			II-HS	11789	87	B1-U0-G2	12302	91	B1-U0-G2	12814	95	B1-U0-G2	13327	99	B1-U0-G3				
			II-FR-HS	11993	89	B1-U0-G2	12514	93	B1-U0-G2	13035	97	B1-U0-G2	13557	101	B1-U0-G2				
			III-M-HS	11928	88	B1-U0-G3	12447	92	B1-U0-G3	12965	96	B1-U0-G3	13484	100	B1-U0-G3				
			III-W-HS	11674	87	B1-U0-G3	12182	90	B1-U0-G3	12690	94	B1-U0-G3	13197	98	B1-U0-G3				
			IV-HS	12319	91	B1-U0-G2	12855	95	B1-U0-G2	13391	99	B1-U0-G3	13926	103	B1-U0-G3				
			IV-FT-HS	11643	86	B1-U0-G3	12149	90	B1-U0-G3	12655	94	B1-U0-G3	13161	98	B1-U0-G3				

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PHOTOMETRIC DATA GUIDE - LUMEN TABLES (VLL-PLED)

LED Count	Drive Current (mA)	System Watts	Dist'n Type	27K (2700K - 70CRI)			30K (3000K - 70CRI)			40K (4000K - 70CRI)			50K (5000K - 70CRI)			System Watts	TRA (590nm)		
				LUMENS	LPW	BUG RATING	LUMENS	LPW	BUG RATING	LUMENS	LPW	BUG RATING	LUMENS	LPW	BUG RATING		LUMENS	LPW	BUG RATING
40	1225	159	II	17939	113	B3-U0-G3	18720	118	B3-U0-G3	19499	123	B3-U0-G3	20279	128	B3-U0-G3	N/A	N/A		
			II-FR	18060	114	B3-U0-G2	18845	119	B3-U0-G2	19631	124	B3-U0-G2	20416	128	B3-U0-G2				
			II-ML	17940	113	B4-U0-G4	18720	118	B4-U0-G4	19501	123	B4-U0-G4	20281	128	B4-U0-G4				
			III-M	18254	115	B3-U0-G3	19047	120	B3-U0-G3	19841	125	B3-U0-G3	20635	130	B3-U0-G3				
			III-W	16949	107	B3-U0-G3	17686	111	B3-U0-G3	18423	116	B3-U0-G3	19160	121	B3-U0-G4				
			IV	18117	114	B3-U0-G3	18904	119	B3-U0-G3	19692	124	B3-U0-G3	20480	129	B3-U0-G3				
			IV-FT	16503	104	B3-U0-G4	17221	108	B3-U0-G4	17938	113	B3-U0-G4	18656	117	B3-U0-G4				
			VSQ-N	18935	119	B4-U0-G2	19758	124	B4-U0-G2	20582	130	B4-U0-G2	21405	135	B4-U0-G2				
			VSQ-M	18568	117	B4-U0-G2	19375	122	B4-U0-G2	20183	127	B4-U0-G2	20990	132	B4-U0-G2				
			VSQ-W	18124	114	B5-U0-G3	18912	119	B5-U0-G3	19700	124	B5-U0-G3	20488	129	B5-U0-G3				
			II-HS	13121	83	B1-U0-G3	13691	86	B1-U0-G3	14262	90	B1-U0-G3	14832	93	B1-U0-G3				
			II-FR-HS	13347	84	B1-U0-G2	13927	88	B1-U0-G2	14508	91	B1-U0-G2	15088	95	B1-U0-G2				
			III-M-HS	13275	84	B1-U0-G3	13852	87	B1-U0-G3	14429	91	B1-U0-G3	15006	94	B1-U0-G3				
			III-W-HS	12993	82	B1-U0-G3	13558	85	B1-U0-G3	14123	89	B1-U0-G3	14688	92	B1-U0-G3				
			IV-HS	13711	86	B1-U0-G3	14307	90	B1-U0-G3	14903	94	B1-U0-G3	15499	98	B1-U0-G3				
			IV-FT-HS	12957	82	B1-U0-G3	13521	85	B1-U0-G3	14084	89	B1-U0-G4	14647	92	B1-U0-G4				

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PHOTOMETRIC DATA GUIDE - LUMEN TABLES (VLL-PLED)

LED Count	Drive Current (mA)	System Watts	Dist'n Type	27K (2700K - 70CRI)			30K (3000K - 70CRI)			40K (4000K - 70CRI)			50K (5000K - 70CRI)			System Watts	TRA (590nm)		
				LUMENS	LPW	BUG RATING	LUMENS	LPW	BUG RATING	LUMENS	LPW	BUG RATING	LUMENS	LPW	BUG RATING		LUMENS	LPW	BUG RATING
80	350	N/A	II	N/A			N/A			N/A			N/A			67	4475	67	B1-U0-G1
			II-FR														4504	67	B1-U0-G1
			II-ML														4475	67	B2-U0-G2
			III-M														4553	68	B1-U0-G1
			III-W														4228	63	B1-U0-G2
			IV														4518	67	B1-U0-G1
			IV-FT														4117	61	B1-U0-G1
			VSQ-N														4723	70	B2-U0-G1
			VSQ-M														4631	69	B3-U0-G1
			VSQ-W														4520	67	B3-U0-G2
			II-HS														3273	49	B0-U0-G1
			II-FR-HS														3329	50	B0-U0-G1
			III-M-HS														3311	49	B0-U0-G1
			III-W-HS														3240	48	B0-U0-G1
			IV-HS														3420	51	B0-U0-G1
			IV-FT-HS														3232	48	B0-U0-G2
80	525	N/A	II	N/A			N/A			N/A			N/A			101	5251	52	B1-U0-G1
			II-FR														5286	52	B1-U0-G1
			II-ML														5251	52	B2-U0-G2
			III-M														5343	53	B1-U0-G2
			III-W														4961	49	B1-U0-G2
			IV														5302	52	B1-U0-G1
			IV-FT														4830	48	B1-U0-G2
			VSQ-N														5542	55	B2-U0-G1
			VSQ-M														5434	54	B3-U0-G1
			VSQ-W														5304	53	B3-U0-G2
			II-HS														3841	38	B0-U0-G1
			II-FR-HS														3906	39	B0-U0-G1
			III-M-HS														3885	38	B0-U0-G1
			III-W-HS														3803	38	B0-U0-G2
			IV-HS														4013	40	B0-U0-G1
			IV-FT-HS														3792	38	B0-U0-G2
80	700	174	II	22914	132	B3-U0-G3	23910	138	B3-U0-G3	24906	144	B3-U0-G3	25902	149	B3-U0-G3	N/A	N/A		
			II-FR	23068	133	B3-U0-G2	24070	139	B3-U0-G2	25073	145	B3-U0-G2	26076	150	B3-U0-G2				
			II-ML	22914	132	B4-U0-G4	23910	138	B4-U0-G4	24907	144	B4-U0-G4	25903	149	B4-U0-G4				
			III-M	23314	134	B3-U0-G3	24328	140	B3-U0-G4	25342	146	B3-U0-G4	26355	152	B3-U0-G4				
			III-W	21647	125	B3-U0-G4	22589	130	B3-U0-G4	23530	136	B3-U0-G4	24471	141	B3-U0-G4				
			IV	23139	133	B3-U0-G3	24145	139	B3-U0-G3	25152	145	B3-U0-G4	26158	151	B3-U0-G4				
			IV-FT	21079	121	B3-U0-G4	21995	127	B3-U0-G4	22911	132	B3-U0-G4	23828	137	B3-U0-G4				
			VSQ-N	24184	139	B4-U0-G2	25236	145	B4-U0-G2	26287	152	B4-U0-G2	27339	158	B5-U0-G2				
			VSQ-M	23716	137	B5-U0-G3	24747	143	B5-U0-G3	25778	149	B5-U0-G3	26809	155	B5-U0-G3				
			VSQ-W	23149	133	B5-U0-G4	24156	139	B5-U0-G4	25162	145	B5-U0-G4	26169	151	B5-U0-G4				
			II-HS	16758	97	B1-U0-G3	17486	101	B1-U0-G3	18215	105	B1-U0-G3	18944	109	B1-U0-G3				
			II-FR-HS	17046	98	B1-U0-G2	17788	103	B1-U0-G2	18529	107	B1-U0-G2	19270	111	B1-U0-G2				
			III-M-HS	16954	98	B1-U0-G3	17691	102	B1-U0-G4	18428	106	B1-U0-G4	19165	110	B1-U0-G4				
			III-W-HS	16595	96	B1-U0-G4	17316	100	B1-U0-G4	18038	104	B1-U0-G4	18759	108	B1-U0-G4				
			IV-HS	17511	101	B1-U0-G3	18272	105	B1-U0-G3	19034	110	B1-U0-G3	19795	114	B1-U0-G4				
			IV-FT-HS	16549	95	B1-U0-G4	17269	100	B1-U0-G4	17988	104	B1-U0-G4	18708	108	B1-U0-G4				
80	875	222	II	27459	124	B3-U0-G4	28653	129	B3-U0-G4	29847	135	B4-U0-G4	31040	140	B4-U0-G4	N/A	N/A		
			II-FR	27643	125	B3-U0-G2	28845	130	B4-U0-G2	30047	136	B4-U0-G2	31249	141	B4-U0-G2				
			II-ML	27460	124	B4-U0-G4	28654	129	B4-U0-G4	29848	135	B5-U0-G5	31042	140	B5-U0-G5				
			III-M	27939	126	B3-U0-G4	29154	132	B3-U0-G4	30369	137	B3-U0-G4	31583	143	B4-U0-G4				
			III-W	25942	117	B3-U0-G4	27070	122	B3-U0-G4	28198	127	B3-U0-G4	29326	132	B3-U0-G5				
			IV	27730	125	B3-U0-G4	28935	131	B3-U0-G4	30141	136	B3-U0-G4	31346	142	B4-U0-G4				
			IV-FT	25260	114	B3-U0-G5	26358	119	B3-U0-G5	27456	124	B3-U0-G5	28555	129	B3-U0-G5				
			VSQ-N	28982	131	B5-U0-G2	30242	137	B5-U0-G2	31502	142	B5-U0-G2	32762	148	B5-U0-G2				
			VSQ-M	28420	128	B5-U0-G3	29656	134	B5-U0-G3	30892	139	B5-U0-G3	32127	145	B5-U0-G4				
			VSQ-W	27742	125	B5-U0-G4	28948	131	B5-U0-G4	30154	136	B5-U0-G4	31360	142	B5-U0-G4				
			II-HS	20082	91	B1-U0-G4	20955	95	B2-U0-G4	21828	99	B2-U0-G4	22701	102	B2-U0-G4				
			II-FR-HS	20428	92	B1-U0-G2	21316	96	B1-U0-G2	22204	100	B1-U0-G2	23092	104	B1-U0-G2				
			III-M-HS	20317	92	B1-U0-G4	21201	96	B1-U0-G4	22084	100	B1-U0-G4	22967	104	B1-U0-G4				
			III-W-HS	19887	90	B1-U0-G4	20752	94	B1-U0-G4	21616	98	B1-U0-G4	22480	101	B1-U0-G4				
			IV-HS	20985	95	B1-U0-G4	21897	99	B1-U0-G4	22810	103	B1-U0-G4	23722	107	B1-U0-G4				
			IV-FT-HS	19832	90	B1-U0-G4	20694	93	B1-U0-G4	21557	97	B1-U0-G4	22419	101	B1-U0-G5				
80	1050	270	II	31240	116	B4-U0-G4	32598	121	B4-U0-G4	33957	126	B4-U0-G4	35315	131	B4-U0-G4	N/A	N/A		
			II-FR	31450	117	B4-U0-G2	32817	122	B4-U0-G2	34185	127	B4-U0-G2	35552	132	B4-U0-G2				
			II-ML	31241	116	B5-U0-G5	32600	121	B5-U0-G5	33958	126	B5-U0-G5	35317	131	B5-U0-G5				
			III-M	31787	118	B4-U0-G4	33169	123	B4-U0-G4	34551	128	B4-U0-G4	35933	133	B4-U0-G4				
			III-W	29514	110	B3-U0-G5	30797	114	B3-U0-G5	32080	119	B3-U0-G5	33364	124	B3-U0-G5				
			IV	31548	117	B4-U0-G4	32920	122	B4-U0-G4	34291	127	B4-U0-G4	35663	132	B4-U0-G4				
			IV-FT	28738	107	B3-U0-G5	29987	111	B3-U0-G5	31237	116	B3-U0-G5	32487	121	B3-U0-G5				
			VSQ-N	32973	122	B5-U0-G2	34406	128	B5-U0-G2	35840	133	B5-U0-G2	37274	138	B5-U0-G2				
			VSQ-M	32334	120	B5-U0-G4	33740	125	B5-U0-G4	35145	130	B5-U0-G4	36551	136	B5-U0-G4				
			VSQ-W	31561	117	B5-U0-G5	32934	122	B5-U0-G5	34306	127	B5-U0-G5	35678	132	B5-U0-G5				
			II-HS	22847	85	B2-U0-G4	23841	88	B2-U0-G4	24834	92	B2-U0-G4	25827	96	B2-U0-G4				
			II-FR-HS	23241	86	B1-U0-G2	24251	90	B1-U0-G2	25262	94	B1-U0-G2	26272	97	B2-U0-G2				
			III-M-HS	23115	86	B1-U0-G4	24120	89	B1-U0-G4	25125	93	B1-U0-G4	26130	97	B1-U0-G4				
			III-W-HS	22625	84	B1-U0-G4	23609	88	B1-U0-G5	24592	91	B1-U0-G5	25576	95	B1-U0-G5				
			IV-HS	23874	89	B1-U0-G4	24913	92	B1-U0-G4	25950	96	B1-U0-G4	26988	100	B1-U0-G4				
			IV-FT-HS	22563	84	B1-U0-G5	23545	87	B1-U0-G5	24525	91	B1-U0-G5	25506	95	B1-U0-G5				

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PHOTOMETRIC DATA GUIDE - LUMEN TABLES (VLL-PLED)

LED Count	Drive Current (mA)	System Watts	Dist'n Type	27K (2700K - 70CRI)			30K (3000K - 70CRI)			40K (4000K - 70CRI)			50K (5000K - 70CRI)			System Watts	TRA (590nm)		
				LUMENS	LPW	BUG RATING	LUMENS	LPW	BUG RATING	LUMENS	LPW	BUG RATING	LUMENS	LPW	BUG RATING		LUMENS	LPW	BUG RATING
80	1225	318	II	34767	109	B4-U0-G4	36279	114	B4-U0-G4	37790	119	B4-U0-G4	39302	124	B4-U0-G4	N/A	N/A		
			II-FR	35001	110	B4-U0-G2	36523	115	B4-U0-G2	38044	120	B4-U0-G2	39566	124	B4-U0-G2				
			II-ML	34769	109	B5-U0-G5	36280	114	B5-U0-G5	37792	119	B5-U0-G5	39304	124	B5-U0-G5				
			III-M	35375	111	B4-U0-G4	36913	116	B4-U0-G4	38451	121	B4-U0-G5	39989	126	B4-U0-G5				
			III-W	32846	103	B3-U0-G5	34274	108	B3-U0-G5	35702	112	B3-U0-G5	37131	117	B3-U0-G5				
			IV	35110	110	B4-U0-G4	36636	115	B4-U0-G4	38163	120	B4-U0-G4	39689	125	B4-U0-G5				
			IV-FT	31983	101	B3-U0-G5	33373	105	B3-U0-G5	34764	109	B3-U0-G5	36155	114	B3-U0-G5				
			VSQ-N	36696	115	B5-U0-G2	38291	120	B5-U0-G2	39887	125	B5-U0-G2	41482	130	B5-U0-G2				
			VSQ-M	35985	113	B5-U0-G4	37549	118	B5-U0-G4	39114	123	B5-U0-G4	40678	128	B5-U0-G4				
			VSQ-W	35125	110	B5-U0-G5	36652	115	B5-U0-G5	38179	120	B5-U0-G5	39706	125	B5-U0-G5				
			II-HS	25427	80	B2-U0-G4	26533	83	B2-U0-G4	27638	87	B2-U0-G4	28744	90	B2-U0-G4				
			II-FR-HS	25865	81	B2-U0-G2	26989	85	B2-U0-G2	28114	88	B2-U0-G2	29239	92	B2-U0-G2				
			III-M-HS	25725	81	B1-U0-G4	26843	84	B1-U0-G4	27962	88	B1-U0-G5	29080	91	B1-U0-G5				
			III-W-HS	25179	79	B1-U0-G5	26274	83	B1-U0-G5	27369	86	B1-U0-G5	28464	90	B1-U0-G5				
			IV-HS	26570	84	B1-U0-G4	27725	87	B1-U0-G4	28881	91	B1-U0-G4	30036	94	B1-U0-G4				
			IV-FT-HS	25111	79	B1-U0-G5	26202	82	B1-U0-G5	27294	86	B1-U0-G5	28386	89	B1-U0-G5				
80	1400	366	II	37677	103	B4-U0-G4	39315	107	B4-U0-G4	40953	112	B4-U0-G4	42591	116	B4-U0-G5	N/A	N/A		
			II-FR	37930	104	B4-U0-G2	39579	108	B4-U0-G2	41228	113	B4-U0-G3	42877	117	B4-U0-G3				
			II-ML	37678	103	B5-U0-G5	39317	107	B5-U0-G5	40955	112	B5-U0-G5	42593	116	B5-U0-G5				
			III-M	38336	105	B4-U0-G5	40003	109	B4-U0-G5	41670	114	B4-U0-G5	43337	118	B4-U0-G5				
			III-W	35595	97	B3-U0-G5	37143	101	B3-U0-G5	38690	106	B3-U0-G5	40238	110	B4-U0-G5				
			IV	38048	104	B4-U0-G4	39703	108	B4-U0-G5	41357	113	B4-U0-G5	43011	117	B4-U0-G5				
			IV-FT	34659	95	B3-U0-G5	36166	99	B3-U0-G5	37673	103	B4-U0-G5	39180	107	B4-U0-G5				
			VSQ-N	39767	109	B5-U0-G2	41496	113	B5-U0-G2	43225	118	B5-U0-G2	44954	123	B5-U0-G2				
			VSQ-M	38996	106	B5-U0-G4	40692	111	B5-U0-G4	42387	116	B5-U0-G4	44082	120	B5-U0-G4				
			VSQ-W	38065	104	B5-U0-G5	39720	108	B5-U0-G5	41374	113	B5-U0-G5	43029	118	B5-U0-G5				
			II-HS	27555	75	B2-U0-G4	28753	79	B2-U0-G4	29951	82	B2-U0-G4	31149	85	B2-U0-G4				
			II-FR-HS	28030	77	B2-U0-G2	29248	80	B2-U0-G2	30467	83	B2-U0-G2	31686	87	B2-U0-G3				
			III-M-HS	27878	76	B1-U0-G5	29090	79	B1-U0-G5	30302	83	B1-U0-G5	31514	86	B1-U0-G5				
			III-W-HS	27287	75	B1-U0-G5	28474	78	B1-U0-G5	29660	81	B1-U0-G5	30846	84	B1-U0-G5				
			IV-HS	28794	79	B1-U0-G4	30046	82	B1-U0-G4	31298	85	B1-U0-G5	32550	89	B1-U0-G5				
			IV-FT-HS	27213	74	B1-U0-G5	28396	78	B1-U0-G5	29579	81	B1-U0-G5	30762	84	B1-U0-G5				

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Sean Gartley
3542 Sargent St
Madison, WI 53714

City of Madison Common Council
210 Martin Luther King Jr Blvd
Madison, WI 53703

Dear Members of City of Madison Common Council:

As a member of the Eastmorland community for more than twenty years and living approximately a block from the Eastmorland Community Center, I am writing to express my support for the continuing efforts to repurpose the Community Center property.

Specifically, I support the following efforts:

- Construction of a new Eastmorland Community Center given the current facility is not able to provide the quantity and variety of community programs of interest. In addition, the current Eastmorland Community Center space has a variety of structural issues that make it fiscally challenging to maintain.

- Construction of workforce development housing, which will aid in the funding of the Community Center long-term as well as provide affordable housing to members of the community that are employed in a variety of essential roles.

Finally, speaking with other members of the Eastmorland community, there is excitement about what a new/remodeled Community Center can provide. Looking forward to continued support for such important community efforts!



From: Maddie Van Cleve
To: Plan Commission Comments
Subject: Eastmorland Community Center
Date: Monday, July 14, 2025 9:59:32 AM

[You don't often get email from maddievancleve@gmail.com. Learn why this is important at https://aka.ms/LearnAboutSenderIdentification]

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To the members of the Madison Plan Commission,

We are writing to express our support for the proposed redevelopment of the Eastmorland Community Center. We, along with our four children, are Eastmorland residents and we already love and benefit from the many services ECC provides. We are excited that these opportunities will expand with the redevelopment. We are also supportive of the affordable housing the project will create. The culture of our close and caring community will surely be positively affected by our new neighbors.

Thank you considering this feedback and for your service as members of our local government.

Maddie & Aaron Dumas

From: Carrie Breunig
To: Plan Commission Comments
Subject: 3565 Tulane Ave. / Eastmorland Community Center and Housing.
Date: Friday, July 11, 2025 3:03:53 PM
Attachments: Padlet - Friends of the Eastmorland Community Center comments as of 6-25-25.pdf

You don't often get email from carrie@kindlingcommunityarts.org. Learn why this is important

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City of Madison Plan Commission,

I am a resident and homeowner in the Eastmorland Neighborhood, and I am writing in support of the redevelopment of "the triangle" at 3565 Tulane Ave. Both the housing and the community gathering space are much needed in our highly desirable and tight-knit neighborhood. We have a prime and accessible location and creating some housing density in the midst of a national housing crisis makes so much sense.

I've also talked to many neighbors who are overwhelmingly supportive. In preparation for a community meeting held by the Eastmorland Community Center in April, I used a tool called Padlet to help gather words of support and encouragement from neighbors. I thought these words might be relevant for you to see before this project is discussed at the July 28th meeting. Attached is a consolidated PDF with feedback from Eastmorland Neighbors, specifically highlighting words of support around the creation of housing.

Thanks for your time and efforts!

Carrie Breunig
3901 Tulane Ave
920-296-8920

Carrie Breunig, studio creator.
www.kindlingcommunityarts.org

Friends of the Eastmorland Community Center!

Editor's Note: The following posts were copied directly from Friends of the Eastmorland Community Center, a Padlet.com site created by Carrie Breunig in support of the planned ECC development. I have changed the formatting to make the comments more readable, eliminated graphics, and added highlighting to make it easier to locate comments that specifically address the planned workforce housing development on the site. You can view the site and all comments in their original forms here: https://padlet.com/carrie232/friends-of-the-eastmorland-community-center-b86wlp6g2n6934jf

CARRIE BREUNIG 4/04/2025

Please add your name and some words of support for this innovative and exciting project happening right here in Eastmorland. This Padlet is a place to consolidate information for neighbors to learn more, get engaged and organized as a community, and show our support for the Eastmorland Community Center and workforce housing development on "The Triangle" at 3565 Tulane Ave, Madison WI. Please take a minute to share why you support this project. Post a message by clicking the plus button below. Thanks for checking this out!

> -Carrie Breunig, campaign volunteer and ECC building partner at Kindling Community Arts.

CARRIE BREUNIG 4/4/25 7:03PM

Upcoming meetings to learn more: April 8th, 7pm at ECC: The Eastmorland Community Association invites you to join and learn from developer Tyler Krupp about the state of the project.

CARRIE BREUNIG 4/4/25 7:28PM

Hi I'm Carrie. I support the development of the triangle into workforce housing and a community center because I believe it will make us a stronger and happier neighborhood. We live in a highly desirable area and I love being able to advocate for opening our neighborhood "doors" to more families in such a sweet location. The community center is already such a fun place for us to connect and gather, and I can't wait to see it grow into that purpose even further. We made our first donation today to play a part in moving this forward.

CANDY PHELPS 4/4/25 9:37PM

As a neighbor who has lived just 2.5 blocks from the Triangle since 2012, I'm excited to voice my full support for the redevelopment plans for the East Madison Community Center.

Madison continues to face real challenges when it comes to affordable housing, so I was

especially encouraged to see that the proposal includes new apartment housing.

This location makes so much sense—right across from the school, near the bus line, close to parks, and not far from everyday essentials like Woodman's. It's a prime spot for students, families, and seniors alike.

Our family has been loving the new Kindling art space, and with a young daughter at home, we're especially looking forward to the expanded opportunities for youth programming at the center.

I believe that expanding the center and increasing access to affordable housing in our neighborhood truly strengthens our sense of community and connection and will have a resoundingly positive impact.

The triangle intersection has always been tricky for traffic, bikes and pedestrians crossing, so I hope that the will plans include a traffic light, better signage or other traffic safety measures.

While the construction of the project could cause some short-term pain for all of us in the neighborhood, it's a promising vision for the future of our neighborhood, and I'm excited to see it move forward!
Candy Phelps
3821 Margaret St.

CODY SORLIE THEIS 4/5/25 9:42PM

I am really excited to see this project come to life in my neighborhood. We have lived in Eastmorland for a little over a decade. It is a great place to raise our kids. We love the community. The Eastmorland Community Center gives a lot to community members. My family has attended free Thanksgiving meals, Boy Scout meetings, community gatherings, and they have even provided after school meeting space for teacher/parent gatherings that are not permitted at Whitehorse. They need a better space to continue to do this work and people need places to live. Win win.

HOLLYCHO 4/6/25 6:47PM

My family lives on Ring St., just blocks from the ECC location. We moved to the neighborhood three years ago, and welcomed a son a year after that. I am excited to have the new community center so close by us, where we can take our son to art classes, celebrate birthdays, and play with neighborhood kids. In a time when our communities are becoming more and more fragmented by technology and isolation, we need to embrace projects like this one that can bring people together. I am so glad that my son will get to grow up with the ECC nearby as a resource and a model for what a community should be!

ANDREA FRESEN 4/7/25 4:07PM

My family lives in Eastmorland on Anchor Dr. We're really excited about the new community center and additional housing in our neighborhood. We are lucky to live in a neighborhood where we have easy access to public transit, bike trails, affordable groceries, library, schools, pharmacies, playgrounds and more! It makes a ton of sense to increase affordable housing in this neighborhood and we fully support adding height to make more housing available.

LEAH SCHEIDE 4/7/25 4:51PM

My name is Leah, and our family lives on Clover Lane. We fully support the proposed development of the Triangle to rebuild the ECC and add workforce housing. It has been wonderful to see how much community building has taken place in the current ECC, so I can't wait to see what could be done with a new facility! In addition to the added housing directly supporting the development project, it would be lovely to add new options for housing beyond single-family homes. Home ownership should not be a barrier to joining our wonderful neighborhood. Right-sized developments like this minimize impact on nearby residents, and bringing more folks to the area will help support our local businesses.

MICHELLE G 4/7/25 5:37PM

As a resident of Tulane Avenue, I strongly support the plans to improve the community center and develope affordable housing.

I would use the community spaces for hosting events and would be interested in attending other offerings.

Affordable housing is crucial to ensure Madison is an equitable city. The location for affordable housing is ideal, given the access to bus lines, bike routes, grocery, and more.

ANDY DAVEY 4/7/25 6:54PM

Our family lives a few blocks away on Royster Oaks Drive and we are in strong support of this project. Madison needs more housing in every neighborhood to welcome people who want to live and work in our city and make sure everyone can afford a roof over their heads. The Eastmorland Community Center is a wonderful gathering place for our family and many other families we know in the neighborhood and will only be better with the new version. Thanks to everyone who's dedicated time, effort, and resources to crafting the plan and vision.

NAOMI TAKAHASHI 4/7/25 7:50PM

My name is Naomi, and I live with my family on Margaret Street. We have been living in this community for 6 years now. As a close community neighbor and someone who utilizes Kindling Community Arts for activities on a weekly basis for my children, I would like to voice our full excitement and support for the plans for the

Eastmorland Community Center!

I wholeheartedly echo the sentiments expressed by others in this thread, but I want to emphasize my unwavering support for the affordable housing initiatives that will profoundly benefit not only the broader Madison community but also our own local neighborhood. We are facing a severe housing crisis both locally and nationally, and it is clear that this situation is not going to improve but rather worsen for everyone. Tragically, those who will bear the brunt of this crisis are the historically marginalized groups in our country.

Affordable housing is not just a necessity; it is a lifeline for many families struggling to make ends meet. By supporting these initiatives, we are taking a crucial step towards ensuring that everyone, regardless of their background, has access to safe and stable housing. This is an opportunity for us to stand together as a community and make a tangible difference in the lives of our neighbors.

Research from Stanford University underscores the importance of addressing the emotional and racial biases that often hinder support for affordable housing. By confronting these biases head-on and advancing this plan to build housing units in our community, we can foster a more inclusive and supportive environment for all residents.

Let us champion these affordable housing developments with passion and conviction, knowing that we are contributing to a brighter, more equitable future for our community and beyond.

Stanford University School of Engineering Annals of the American Academy of Political and Social Science

ELIZABETH COLIANNI GEIGLER 4/7/25 9:03PM

My name is Elizabeth and myself and my family live just less than two blocks from the Eastmorland Community Center. Like others have mentioned, we love to gather and create in the space that already exists. And I can only imagine the possibilities that an updated and improved community center could bring ! Between bringing community members together, increasing and improving the spaces that adults and kids alike could utilize, create, and grow in- both individually and as a community- I have nothing but immense support and excitement at the thought of the possibilities.

And that's without even the mention of how significant and important the addition of housing will be. The housing that is planned to be added will create the much needed opportunity to invite others into our neighborhood who otherwise may not have the opportunity to enjoy all that this beautiful and accessible area has to offer. Near the bus line, bike path, Woodmans, schools, libraries- such amazing resources and opportunities that everyone deserves access to.

My family stands in support of the entirety of this project and we are excited for the possibilities it will bring for not only ourselves, but so many!

SHEENA AND JON BUERGER AND FAMILY
4/8/25 5:21AM

We are Sheena and Jon Buerger. We live on Margaret Street along with our two young children and our affectionate golden retriever. We have absolutely loved living in Eastmorland since we purchased our first home here in 2019. With the dramatic increase in the cost of housing in recent years, Jon and I are acutely aware that if we had begun our housing search just a short time later, we may not have been able to afford to live, play, and build lifelong friendships in this amazing neighborhood. We are in full and enthusiastic support of the planned redevelopment of the triangle and the inclusion of 24 housing units in this project - both as an opportunity to welcome new neighbor friends and their contributions to our Eastmorland Community and as a mutually beneficial partnership that will support the long term sustainability of the Eastmorland Community Center.

The immensely positive impact of social connection on our individual and collective well being cannot be overstated. Eastmorland is a truly special place full of wonderful friendly neighbors of all ages who are eager to connect and share. Humans need each other, and we need places where we can gather. The EMCC offers an invaluable communal space where neighbors can play, rest, envision, co-create, collaborate and contribute - both in ways that are already happening and in countless ways that we have not yet imagined. We are so excited for the possibilities!

Our family is in enthusiastic support of this project - both the EMCC and the adjacent housing. We are so grateful to all of those who are bringing this project to fruition. Along with our children, we are thrilled to share in both the responsibility and the rewards of the Eastmorland Community Center for many years to come!

KAITLIN ESCHE-LYON 4/8/25 4:24PM

Hi, my name is Kaitlin I live on Tulane with my partner. We moved into our home in 2020 and understand the importance of affordable housing in this area. We wouldn't be able to afford our home if we bought it today. We love our neighbors and the community in Eastmorland.

We are in full support of the community center and the programming it will offer. As an artist having a neighborhood space to share, create, and teach art is exciting! A place to gather and connect with fellow neighbors is a perfect fit.

LAURA JOHNSON 4/8/25 4:46PM

My family moved from the Wil-Mar neighborhood to Eastmorland in 2020 and, to echo what so many others have said, we are incredibly grateful to live in this wonderful neighborhood. We have met lifelong friends and neighbors here and love all that it has to offer the bike path, playgrounds, Garver Feed Mill, Pinney library, Olbrich gardens/park, Lansing Food Forest, and, of course, the sweet space of ECC! We wholeheartedly support (with enthusiasm and our finances) the ECC expansion project and are excited to welcome more neighbors to the community through the workforce housing, which Madison desperately needs. We look forward to continuing to support the staff, board, and volunteers of the ECC

project development in the months to come.

REBECCA L 4/8/25 5:34PM

My family lives on Dawes St. Like many who have posted, I may not be able to afford living in this neighborhood if I had to buy a house here in 2025– and we only bought a house three years ago. I'm so excited for the benefits of a community center and workforce housing. I want to have community events, free community food and meals, and small businesses in our area! And I want to be able to say to a teacher, hairdresser, or barista, "hey, you should move to Eastmorland!" And there actually be housing they can afford. Our neighborhood has to change to be inclusive and vibrant and I'm so glad to see ECC working on changing our neighborhood for the better. I'm excited to vocally and financially support the ECC in their redevelopment.

DAVE SCHWAB 4/8/25 10:39PM

Our family lives on Anchor Drive a few blocks from the Eastmorland Community Center. Our son went to daycare there for a year at El Jardin Infantil and now we enjoy stopping in to make arts and crafts. We have also taken part in community gatherings and workshops there. It's a great space for the neighborhood and we're excited to see it grow. We also recognize the urgent need for affordable housing as the cost of housing has climbed every year. We're fortunate that the ECC has a plan that will help with Madison's housing crisis while building community connections in our neighborhood.

SAMMY AZUMA 4/8/25 11:21PM

Hi all, My name is Sammy and I live on Clover. I work as a social worker supporting low income older adults in Madison/Monona and I love supporting community! I also am very passionate about creating ease of access to community resources. I would love to work with others to see how we can best support those in our community who need help but don't quite know what to do or where to go. I thought I would be able to attend the 4/8 meeting but unfortunately I am not able to. I am hoping to attend future meetings to offer my help!

KATE MCCOOL 4/9/25 3:43PM

I think this would be a great asset to the neighborhood.

PENNY MAJORS 5/13/25 1:23AM

I worked in Madison for 30 years and moved to Eastmorland in February 2020. The Eastmorland Community Center "triangle" is a half block from my house. Since I need to practice covid care, I spend limited time indoors with others. So, my view of this project comes from the outside looking in, not as a past or current user of the space. And from this perspective, the view is deeply moving.

Here is a non-profit organization building middle-income housing so rents will be lower than

the market rate. They are also building a community center which will be used by many groups whose activities don't work in a library or at Garver – think Scouts, theatre groups, Al Anon, nutrition programs, and Common Grace Church.

The demolition and construction will be challenging for closer neighbors like us. But I'm keeping my eye on the vision of the ECC. I recently talked with neighbors I hadn't met before, and they described getting teary thinking about the generosity of the ECC in taking on this project. Focusing on that vision and generosity, it's as if the neighborhood is receiving a huge, beautiful "planting" and we are now asked to grow with it. For that, the only response that wells up in me is: Thank You ECC!

JENNICA SKOUG 6/25/25

My family and I are enthusiastic supporters of the Eastmorland Community Center and planned housing development on "the triangle." We lived on Lansing Street until very recently, and, even after moving to a nearby neighborhood, are frequent visitors to ECC. My daughter attended El Jardin Preschool in 2021-22, and has loved the Kindling Community Art classes offered this year. My mother-in-law has made friends and spent valued social time at the Third Space with them. Sometimes we just pop in to say 'hi' after picking up my eldest daughter from Schenk elementary. I believe there are so many opportunities for connections like the ones we have made, especially with a functional, well-thought-out building to help bring people together.

The workforce housing development is a smart, effective way to not only support the community center financially, but also to provide much-needed rental properties -- specifically affordable, well-maintained rentals -- to the neighborhood. At our home on Lansing St, our neighbors were a mix of renters and home owners. Some renters had lived in their home for decades, and all were kind, active members of the neighborhood. During our eight years there, we met numerous people looking to rent in the area that could not find or afford a space. One of my best friends on Lansing St - also a renter - had recurring concerns that her rent would be raised beyond her means and she would no longer be able to afford her home. Home buying was financially unattainable, and other rentals were scarce. My own family left the neighborhood, regretfully, because we needed a home that would accommodate our growing intergenerational family. We need homes to fit a wide range of income levels, family structures, and needs. The 26 units of workforce housing planned for "the triangle" will be a beautiful and bold step toward this goal.

From: Beth Hein
To: Plan Commission Comments
Subject: 3565 Tulane Ave. / Eastmorland Community Center and Housing
Date: Monday, July 21, 2025 11:54:29 AM

You don't often get email from beth.a.hein@gmail.com. Learn why this is important

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

Hello,

I am writing to express my family's strong and enthusiastic support for the Eastmorland Community Center redevelopment and housing project at 3565 Tulane Avenue in Madison. Madison faces a significant housing shortage, with a current deficit of over 64,000 units (1). The city's population is projected to grow by more than 18,000 people by 2030, requiring at least 15,000 new homes—3,750 of which must be affordable (2).

Meanwhile, the median rent has risen to $1,451, while the median income remains just $39,265, leaving many workers priced out of the market (1).

This project directly addresses these challenges by providing workforce housing alongside a revitalized community center. It's a smart, community-driven solution that supports both housing stability and neighborhood vitality.

The Eastmorland Community Center has long been a hub in our community, and we are particularly impressed at the intentional level of community involvement -- including meetings and interviews -- to ensure the design aligns with community member priorities and values.

We give our full support to this thoughtful design and urge the City of Madison and all stakeholders to support this essential initiative.

Sincerely,

Grant and Elizabeth (Beth) Hedges
3714 Tulane Ave, Madison, WI 53714

Citations

1. Madison Housing Market: Workforce & Affordability Insights
https://www.padsplit.com/markets/madison-wi

2. City of Madison Housing Tracker
https://www.cityofmadison.com/dpced/community-development/housing/housing-tracker

From: penny majors
To: Plan Commission Comments
Subject: 3565 Tulane Ave. / Eastmorland Community Center and Housing
Date: Monday, July 21, 2025 8:38:06 AM

You don't often get email from majorspj@gmail.com. Learn why this is important

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

From:
Penny Majors
3638 Tulane Ave. Madison, WI 53714

July 19, 2025

To: Plan Commission, City of Madison,

When I moved to the Eastmorland neighborhood from rural Dane County in 2019, it was after searching for an affordable home for many months, and walking through 40 houses, all over the city. We settled on this neighborhood because it offered affordability and proximity to neighborhood resources. It may not be the only neighborhood in Madison that offers this, but it is one of the few where nearly every home is within walking distance of a grocery store, library, pharmacy, community center, post office, schools, parks, auto repair shops, restaurants, and the lake -- all connected by sidewalks. The configuration of this neighborhood encourages a sense of community among neighbors.

Because of the connections in this neighborhood cultivated over decades, there is strong support here for the proposal by the Eastmorland Community Center and Common Grace Church to construct a new community center building and establish middle-income housing at the same time. Eastmorland is a neighborhood with growing diversity where single people, families and older adults live next to each other and support each other. Connections will continue to blossom in the new space designed specifically with this neighboring community in mind.

The middle-income housing component will allow more people of moderate means to become part of the neighborhood. I'm excited about this. The proposed medium-sized apartment building is in alignment with the small footprint housing that was established here in the 1940's and 50's. The proposed apartment building with middle-income rents will generate neighborly connections the same way other rentals in the neighborhood already do.

It is with deep appreciation for the groundwork already done that I offer my enthusiastic support for the proposal to construct a new Eastmorland Community Center building with nearby workforce housing.

Thank you to the Planning Commission for considering this creative, thoughtful, and generous proposal.

PLANNING DIVISION STAFF REPORT

July 28, 2025

PREPARED FOR THE PLAN COMMISSION

Project Address: **3565 Tulane Avenue** (District 15 – Alder Martinez Rutherford)

Application Type: Zoning Map Amendment (Planned Development), Certified Survey Map

Legistar File ID # 88718 & 88559

Prepared By: Colin Punt, Planning Division
Report includes comments from other City agencies, as noted.

Reviewed By: Kevin Firchow, AICP, Principal Planner

Summary

Applicant: Sean Meyers; Threshold Sacred Development; 2020 Eastwood Dr; Madison, WI 53704

Surveyor: Adam Watkins; Wyser Engineering; 300 E Front St; Mount Horeb, WI 53572

Owner: Reverand Staci Marrese-Wheeler; Common Grace, LLC; 3565 Tulane Ave; Madison, WI 53714

Requested Action: The applicant is seeking approval of a zoning map amendment from TR-C2 (Traditional Residential – Consistent 2 District) to PD(GDP-SIP) (Planned Development-General Development Plan-Specific Implementation Plan District).

Proposal Summary: The applicant is seeking approvals to build a 7,000 square foot community center and a three-story, 26-unit multifamily residential building on one new lot.

Applicable Regulations & Standards: Standards for zoning map amendments are found in §28.182(5) MGO. Standards for Planned Developments are found in §28.098(2) MGO. Standards of approval for land divisions (CSM) are found in §16.23(5) MGO.

Review Required By: Urban Design Commission, Plan Commission, and Common Council

Summary Recommendations: The Planning Division recommends the following to the Plan Commission regarding the applications for 3565 Tulane Avenue:

- That the Plan Commission find that the standards for zoning map amendments and planned developments are met and forward the rezoning to Common Council with a recommendation to **approve,** subject to input at the public hearing and the conditions recommended by the reviewing agencies beginning on page 8; and
- That the Plan Commission find that the standards for land divisions are met and forward the certified survey map to Common Council with a recommendation to **approve,** subject to input at the public hearing and the conditions recommended by the reviewing agencies beginning on page 15.

Background Information

Parcel Location: The subject site is the triangular block bounded by Tulane Avenue on the north, Hargrove Street on the southwest, and Ogden Street on the east. The site is within Alder District 15 (Alder Martinez Rutherford) and the Madison Metropolitan School District.

Existing Conditions and Land Use: 3565 Tulane Avenue is currently occupied by a one-story church and community center. The City Assessor does not have information available about the building, but it appears to be

approximately 7,000 square feet and constructed some time prior to 1974. The 38,389-square foot (0.88-acre) parcel is zoned TR-C2 (Traditional Residential – Consistent 2 district).

Surrounding Land Uses and Zoning:

North: Across Tulane Avenue, Schenk Elementary School and Whitehorse Middle School, zoned TR-C2;

Southwest: Across Hargrove Street, a single-family residence and a stormwater drainageway, both zoned TR-C2; and

East: Across Ogden Street, single-family residences zoned TR-C2.

Adopted Land Use Plan: The Comprehensive Plan (2023) recommends Special Institutional (SI) for the whole block. The site is within the boundary of the currently in-progress Southeast Area Plan, but that plan has not been adopted at time of report writing.

Zoning Summary: The subject property is to be zoned PD (Planned Development District):

Requirements	Required	Proposed
Lot Area (sq. ft.)	As per approved plans	As per submitted plans
Lot Width	As per approved plans	As per submitted plans
Front Yard Setback	As per approved plans	As per submitted plans
Max. Setback: TOD	20’	Building A: 10’0” Building B: 10’0”
Side Yard Setback	As per approved plans	As per submitted plans
Rear Yard Setback	As per approved plans	As per submitted plans
Maximum Lot Coverage	As per approved plans	As per submitted plans
Minimum Building Height: TOD	2 stories	Building A: 3 stories Building B: 2 stories (see Zoning comment 6)
Maximum Building Height	As per approved plans	As per submitted plans

Site Design	Required	Proposed
Number Parking Stalls	No minimum required: TOD	19 surface (see Zoning comment 7)
Electric Vehicle Stalls	10% EVR: 2	2 EV installed 4 EV ready (see Zoning comment 7)
Accessible Stalls	Yes	1
Loading	As per approved plans	As per submitted plans
Number Bike Parking Stalls	Multi-family dwelling: 1 per unit up to 2-bedrooms, ½ space per add'l bedroom (26) 1 guest space per 10 units (3) Community center: As determined by ZA General retail: 1 per 2,000 sq. ft. floor area (2 minimum)	38 surface 18 interior (56 total) (see Zoning comments 7 & 8)
Landscaping and Screening	Yes	Yes (see Zoning comment 10 & 11)
Lighting	Yes	Yes
Building Form and Design	As per approved plans	As per submitted plans (see Zoning comments 4, 6, 9)

Other Critical Zoning Items	Urban Design (PD), Barrier Free (ILHR 69), Utility Easements, TOD Overlay

Table Prepared by Jenny Kirchgatter, Assistant Zoning Administrator

Environmental Corridor Status: The property is not located within a mapped environmental corridor.

Public Utilities and Services: The site is served by a full range of urban services.

Project Description

After demolition of the existing church/community center building, which is not before the Plan Commission for review, the applicant is requesting approvals to construct a new two-story, 7,000-square foot community center building with retail space and a three-story, 26-unit multifamily residential building on one new lot to be created by certified survey map. The proposed site design includes two buildings: the community center and retail building at the west end of the triangular block at the corner of Tulane Avenue and Hargrove Street, and the three-story residential building at the east side of the block along Ogden Street. Between the two buildings is a surface parking lot accessed from Hargrove Street, an outdoor courtyard and gathering area, and landscaped areas.

The community center will contain space for several community-based groups, organizations, and users. The community center building is designed with a range of flexible spaces, including a formal space with balcony for larger gatherings or events, as well as the option for combining the formal space with an informal gathering space to create a single large space. Other rooms and uses include a commercial kitchen, food pantry, art room, music room, and offices. A retail space occupies the lower level at the east end of the building. The two principal entrances to the community center building are front Hargrove Street on the south or from the interior courtyard gathering space to the northeast of the building. The retail space is accessed from the southeast, near the parking lot.

The 26 dwelling units in the three-story multifamily residential building are composed of 18 studios, three one-bedroom units, four two-bedroom units, and one three-bedroom unit, for a total of 32 bedrooms. Eight units on the ground floor have private exterior access and semi-private outdoor patio space and dedicated bicycle parking. All other units have access via an exterior stair and semi-sheltered egress balconies on the west façade of the building. Ground floor spaces in the residential building also include a community room, bicycle storage, a mail room, laundry, and co-working space.

The predominant facade material for both buildings is a green corrugated metal panel. Accent materials include a wood lap siding, standard glass storefronts, white metal panels, gray EIFS, mural spaces, and a metal screen to support a "living wall" on the residential building. Both buildings feature the use of rounded building corners and the community building's primary gathering space is a large barrel vault at the western corner of the site.

The outdoor plaza between the two buildings and nearer Tulane Avenue is intended to be used for outdoor events such as farmer’s markets, weddings, or other community gatherings. Community garden plots are located south of the residential building. A small meditative garden is planned for the westernmost corner of the site. Landscaping includes bioretention plantings and native plant mixes at the western corner of the site beyond the community center building, raised planter boxes for community gardens at the southern corner, and ornamental trees and grasses around the central community plaza. The building and site perimeters are surrounded by deciduous shrubs, ornamental grasses, and perennials. The site and its features are also bordered with intermittent shade trees and ornamental trees. The parking lot between the two buildings, accessed from Hargrove Street, has 19 surface vehicle parking stalls. The site also includes 18 long-term interior bicycle parking stalls and 38 exterior bicycle parking stalls.

According to the application materials, the applicant intends to begin demolition and construction in August or September 2025, with completion by September 2026.

Analysis

This request is subject to the standards for zoning map amendments (including those specifically Planned Developments) and certified survey maps. This section begins with a summary of adopted plan recommendations, and includes sections for zoning map amendment standards, planned development zoning standards, a review of findings by the Urban Design Commission as it pertains to PD zoning, reviews standards for CSMs, and finishes with a review of public comment.

Consistency with Adopted Plans

The Comprehensive Plan (2023) recommends Special Institutional (SI) for the whole block. The SI designation is used primarily to identify current or recommended uses for schools, colleges, and places of assembly and worship. The plan notes that buildings that include places of worship, schools, and other institutions may be optimal for redevelopment with residential uses when the institutional uses relocate, cease to exist, or remain as part of a redevelopment, especially when embedded in residential areas. Redevelopment with Low-Medium Residential (LMR) is appropriate in these cases. LMR areas are recommended to be made up of a mix of building forms ranging from small-lot single-family residences to rowhouses to small multifamily buildings. The recommended general density range is between 7-30 units per acre and building heights of up to three stories are recommended. Places of assembly and worship, if at a scale compatible with other existing and planned uses, small civic facilities, community gardens, and small-scale commercial uses are all acceptable non-residential uses in mapped residential areas.

Staff believes that the request is generally consistent with the heights and densities recommended in the Comprehensive Plan. The maximum building height is three stories, which conforms to the underlying LMR recommendation. The residential density proposed for the site is approximately 31 units per acre, just above the LMR recommendation for up to 30 units an acre. However, the "building forms" identified in the Zoning Code considers "small" apartment buildings as those up to eight units. As such, staff provide additional analysis related to the inclusion of a 26-unit on this site related to the Plan's recommendation for considering intensive development at this site.

The 'Residential Future Land Use Categories' table on page 20 of the Comprehensive Plan includes an additional provision that allows LMR-recommended sites to be considered for more intensive development under "select conditions." The plan specifies that appropriate developments could include large and courtyard multi-family buildings at up to 70 dwelling units an acre and four stories of height. While not appropriate for all LMR areas, more intensive development can be considered in "select conditions" including the relationships between proposed buildings and their surroundings, natural features, lot and block characteristics, and access to urban services, transit, arterial streets, parks, and amenities. These factors were expanded with the updates to the Comprehensive Plan adopted by the Common Council on December 5, 2023.

Regarding the relationships between proposed buildings and their surroundings and lot and block characteristics, the subject property is a single block, separated by surrounding developed properties by public right of way on all sides, with three single-family residences located across from the proposed multifamily building. A combined elementary school and middle school building, considerably larger than the proposed multifamily building, is

located across the street, to the north. One single-family residence is located across Hargrove Street to the south, while the rest of the lands to the southwest are streets, stormwater drainage, multiuse trails, and railroad tracks.

Regarding access to urban services, transit, arterial streets, parks, and amenities, the site is within the Transit Oriented Development overlay district, which is mapped specifically for areas in close proximity to high-frequency public transit. The sidewalk network along both sides of all streets surrounding the subject site is complete and the Capital City Trail is located less than one block away. The site does not abut an arterial street, with the nearest minor arterial being Atwood Avenue, which is roughly a quarter mile from the subject site.

As the proposed buildings are consistent with the recommended height and the density is just above the recommended range (by one dwelling unit per acre), staff believes the request is consistent with many key elements of LMR-development. In considering the LMR recommended building forms, which include row houses and small apartment buildings, staff believes that while a three-story, 26-unit building would meet the Zoning Code's Building form recommendations for a "Large" residential building, staff believes that it could be possible for building of this size and scale to be considered under the "select conditions" noted in the Comprehensive Plan. These contextual considerations include the larger school building, location within the established Transit Overlay District, and close proximity to multiuse paths.

The site is also within the boundary of the currently in-progress Southeast Area Plan. Land use recommendations have not yet been made for that plan and the plan itself has not been adopted at time of report writing.

Zoning Map Amendment Standards

The Zoning Map Amendment standards, found in 28.182(6), MGO state that such amendments are legislative decisions of the Common Council that shall be based on public health, safety, and welfare, shall be consistent with the Comprehensive Plan, and shall comply with Wisconsin and federal law. Chapter 66.1001(3) of Wisconsin Statutes requires that zoning ordinances (of which the zoning map is part) enacted or amended after January 1, 2010 be consistent with the City's Comprehensive Plan. 2010 Wisconsin Act 372 clarified "consistent with" as "furthers or does not contradict the objectives, goals, and policies contained in the comprehensive plan."

Based on the factors noted above, staff believes it would be possible for the Plan Commission to find that this zoning request is consistent with the Comprehensive Plan.

Planned Development Standards

The applicant requests a zoning map amendment to revised PD-GDP-SIP (Planned Development-General Development Plan-Specific Implementation Plan district) from TR-C2 for this full-block, multi-building development.

Planned Developments are intended to facilitate the development of land in an integrated and innovative fashion, to allow for flexibility in site design, and to encourage development that is sensitive to environmental, cultural and economic considerations. The resultant development should feature high-quality architecture and building materials. The Planned Development District is intended to achieve one or more of several objectives found in §28.098(1). In addition to the objectives listed, this section of the Zoning Code also explicitly states that because substantial flexibility is permitted in the base zoning districts, the PD option should rarely be used. It is intended that applicants use the PD option only for situations where none of the base zoning districts address the type of development or site planning proposed. Examples include redevelopment, large-scale master planned developments, projects that create exceptional employment or economic development opportunities, or

developments that include a variety of residential, commercial, and employment uses in a functionally integrated mixed-use setting.

Staff provides comments specifically related to two PD standards of approval: standard (a) and standard (f), reproduced for the Plan Commission below:

> Standard (a): The applicant shall demonstrate that no other base zoning district can be used to achieve a substantially similar pattern of development. Planned developments shall not be allowed simply for the purpose of increasing overall density or allowing development that otherwise could not be approved unless the development also meets one or more of the objectives of (1) above. Conditions under which planned development may be appropriate include:
>
> 1. Site conditions such as steep topography or other unusual physical features; or
> 2. Redevelopment of an existing area or use of an infill site that could not be reasonably developed under base zoning district requirements.
>
> Standard (f): The PD District plan shall include open space suitable to the type and character of development proposed, including for projects with residential components, a mix of structured and natural spaces for use by residents and visitors. Areas for stormwater management, parking, or in the public right of way shall not be used to satisfy this requirement.

Regarding standard (a), while staff worked with the applicant to identify a conventional zoning district that would accommodate the proposed development, the mix of uses and the triangular shape of the site created difficulties in identifying an appropriate residential district or creating a lot layout more typical of a conventional district, especially considering that the uses proposed are generally consistent with the recommendations in the Comprehensive Plan.

Regarding standard (f), the mix of residential and community-serving uses on a single master-planned site includes proposed outdoor community gathering spaces and both a “meditation garden” and community garden, both for use by neighbors, community groups, and residents. Staff believe such a mix of useable open spaces meet for both buildings and their users, as well as for community users, satisfactorily meets this standard.

Further, for Planned Development zoning, the Urban Design Commission shall review the General Development Plan and the Specific Implementation Plan prior to the Plan Commission, and shall make a recommendation to the Plan Commission with specific findings on the design objectives listed in §28.098(1) and (2) MGO. Amongst the design issues and considerations identified by staff in the Secretary's report and discussed by UDC were overall building design and composition, materials (particularly the use of corrugated metal), the inclusion of murals on both buildings, landscaping, and lighting. See the UDC Secretary’s staff report to the UDC for a summary of design considerations.

At its meeting of July 16, 2025, the Urban Design recommended that the Plan Commission approve the requested Planned Development (PD) at 3565 Tulane Avenue. Overall, the UDC found that the Planned Development (PD) standards have been met, including those related to enhanced design and community interest/benefit. The use of metal panel is acceptable and consistent with PD standards. The motion for approval included the following recommended conditions:

- The material surround in the bay of six windows on the barrel roof building shall be revised to reflect the wood lap siding material.
- Relocate the mural on the residential building to the blank wall expanse on the southwest corner of the building.

- The building entry shall be redesigned to meet zoning code requirements.

In its motion, the UDC stated that further review can be completed administratively by staff. See Legislative File 87894 for more information about the UDC deliberation and decision.

Planned Development zoning map amendments have additional standards of approval beyond those of a conventional zoning map amendment, which are found in §28.098(2). With the recommendation of the Urban Design Commission, staff believes it is possible that applicable standards for PD zoning map amendments can be found met, specifically noting that the mix of uses and shape of the site makes it unlikely that any other base zoning district can be used to achieve a substantially similar pattern of development per standard (a), and that the proposal adequately provides a mix of open spaces that utilize the lot and block pattern of the site per standard (f).

Certified Survey Map

Staff believes that the Plan Commission may find the standards for land divisions (16.23 MGO) approval met for the proposed Certified Survey Map with the staff-recommended conditions. The proposed lot will meet the dimensional requirements for the PD district, and staff believes that the proposal is consistent with the recommendations for the site in the Comprehensive Plan.

Public Input

A community meeting organized by the applicant and Alder was held at the existing community center on November 19, 2024. City staff also attended and participated at that meeting. At time of writing, Staff has received several items of written comment from the public which are available as part of the legislative file for this request.

Conclusion

As discussed above, staff believe the Plan Commission can find that the proposal, subject to the recommended conditions of approval, can be found to be consistent with the recommendations in the Comprehensive Plan. When considering the adopted plan recommendations, the scale of the proposed building and the proposed uses, surrounding land uses, recommended conditions of approval, and recommendations of the Urban Design Commission, staff believe all applicable standards of approval for Zoning Map Amendments, Planned Developments, and Land Divisions can be found to be met.

Recommendation

Planning Division Recommendations (Contact Colin Punt 243-0455)

The Planning Division recommends the following to the Plan Commission regarding the applications for 3565 Tulane Avenue:

- That the Plan Commission find that the standards for zoning map amendments and planned developments are met and forward the rezoning to Common Council with a recommendation to **approve,** subject to input at the public hearing and the conditions recommended by the reviewing agencies below; and
- That the Plan Commission find that the standards for land divisions are met and forward the certified survey map to Common Council with a recommendation to **approve,** subject to input at the public hearing and the conditions recommended by the reviewing agencies beginning on page 15.

Recommended Conditions of Approval: Major/Non-Standard Conditions are Shaded

Land Use (Rezoning – Planned Development)

Urban Design Commission (Contact Jessica Vaughn, (608) 267-8740)

1. The material surround in the bay of six windows on the barrel roof building shall be revised to reflect the wood lap siding material.

2. Relocate the mural on the residential building to the blank wall expanse on the southwest corner of the building.

3. The building entry shall be redesigned to meet zoning code requirements.

Zoning Administrator (Contact Jacob Moskowitz, (608) 266-4560)

4. The principal building entrance for Building B adjacent Hargrove Street shall be an accessible entrance. Principal building entrances on all new buildings shall be oriented to their primary abutting street and be located within the maximum setback. The entrance shall have a functional, operable door and remain open to the public during the same hours as all other public building entrances. Entrances shall be barrier-free, clearly visible and identifiable from the street, and delineated with elements such as roof overhangs, recessed entries, landscaping or similar design features.

5. Work with Zoning and Planning staff to receive final approval of the Zoning text.

6. Verify that the second story of Building B covers 75% of the building footprint. A minimum of two stories is required for a minimum of seventy-five percent (75%) of the building footprint.

7. Confirm that vehicle and bicycle parking information and locations are shown consistently through the plan set and Site Information Tables.

8. Bicycle parking for the residential dwelling units shall comply with the requirements of MGO Sections 28.141(4)(g) and 28.141(11) and shall be designated as short-term or long-term bicycle parking. A minimum of 26 resident bicycle stalls are required plus a minimum of 3 short-term guest stalls. A minimum of 90% of the resident stalls (23 stalls) shall be designed as long-term parking. Up to twenty-five percent (25%) of bicycle parking may be structured parking, vertical parking or wall mount parking, provided there is a five (5) foot access aisle for wall mount parking. NOTE: A bicycle stall is a minimum of two (2) feet by six (6) feet with a five (5) foot wide access area. Submit a detail showing the model of bike rack to be installed.

9. Provide details demonstrating that Building A will be in compliance with bird-safe glass requirements Section 28.129. For building façades where the first sixty (60) feet from grade are comprised of less than fifty percent (50%) glass, at least eighty-five percent (85%) of the glass on glass areas fifty (50) square feet or over must be treated. Of all glass areas over fifty (50) square feet, any glass within fifteen (15) feet of a building corner must be treated. All glass railings must be treated. Identify which glass areas are 50 sq. ft. or greater and which glass areas will be treated. Provide a detail of the specific bird-safe glass treatment product that will be used.

10. Provide details for the living wall and plantings for the living wall on Building A.

11. Submit a detail of the trash enclosure. The trash enclosure shall be screened on four (4) sides (including a gate for access) by a solid, commercial-grade wood fence, wall, or equivalent material with a minimum height of six (6) feet and not greater than eight (8) feet.

12. Per Section 28.186(4)(b), the property owner or operator is required to bring the property into compliance with all elements of the approved site plans by the date established by the Zoning Administrator as part of the site and building plan approval. Work with Zoning staff to establish a final site compliance date.

13. Signage approvals are not granted by the Plan Commission. Signage must be reviewed for compliance with Chapter 31 Sign Codes of the Madison General Ordinances. Signage permits are issued by the Zoning Section of the Department of Planning and Community and Economic Development.

City Engineering Division (Contact Brenda Stanley, (608) 261-9127)

14. An Erosion Control Permit is required for this project. See Storm comments for permit specific details and requirements.

15. 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)

16. Construct sidewalk, terrace, curb, gutter, and pavement to a plan approved by the City Engineer.

17. 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)

18. Obtain a permanent sewer plug permit for each existing sanitary sewer lateral serving a property that is not to be reused and a temporary sewer plug permit for each sewer lateral that is to be reused by the development. The procedures and fee schedule is available online at http://www.cityofmadison.com/engineering/permits.cfm. (MGO CH 35.02(14))

19. A Storm Water Management Report and Storm Water Management Permit is required for this project. See Storm comments for report and permit specific details and requirements.

20. A Storm Water Maintenance Agreement (SWMA) is required for this project. See Storm comments for agreement specific details and requirements.

21. This site appears to disturb less than one (1) acre of land. No submittal to the WDNR, CARPC or Department of Safety and Professional Services (DSPS) is required as the City of Madison Building Inspection Department is an approved agent for DSPS.

22. Revise the site plan to show all existing public sanitary sewer facilities in the project area as well as the size, invert elevation, and alignment of the proposed service. (POLICY)

23. Revise the plans to show a proposed private internal drainage system on the site. Include the depths and locations of structures and the type of pipe to be used. (POLICY AND MGO 10.29)

24. Revise the plans to identify the location of the public storm sewer (proposed or existing) that will serve the development show the connection of the private internal drainage system to the public storm sewer. (POLICY AND MGO OVER 10,000 SF OF IMPERVIOUS AREA 10.29 and 37.05(7)(b))

25. This project will disturb 20,000 sf or more of land area and require an Erosion Control Plan. Please submit an 11" x 17" copy of an erosion control plan (pdf electronic copy preferred) to Megan Eberhardt (west) at meberhardt@cityofmadison.com, or Daniel Olivares (east) at daolivares@cityofmadison.com, for approval. Demonstrate compliance with Section 37.07 and 37.08 of the Madison General Ordinances regarding permissible soil loss rates. Include Universal Soil Loss Equation (USLE) computations for the construction period with the erosion control plan. Measures shall be implemented in order to maintain a soil loss rate below 5.0 tons per acre per year. The WDNR provided workbook to compute USLE rates can be found online at https://dnr.wi.gov/topic/stormwater/publications.html
    Complete weekly self-inspection of the erosion control practices and post these inspections to the City of Madison website - as required by Chapter 37 of the Madison General Ordinances.

26. Prior to approval, this project shall comply with Chapter 37 of the Madison General Ordinances regarding stormwater management. Specifically, this development is required to submit a Storm Water Management Permit application, associated permit fee, Stormwater Management Plan, and Storm Water Management Report to City Engineering. The Stormwater Management Permit application can be found on City Engineering's website at http://www.cityofmadison.com/engineering/Permits.cfm.
    The Storm Water Management Plan & Report shall include compliance with the following:
    Report: Submit prior to plan sign-off, a stormwater management report stamped by a P.E. registered in the State of Wisconsin.
    Electronic Data Files: Provide electronic copies of any stormwater management modeling or data files including SLAMM, RECARGA, TR-55, HYDROCAD, Sediment loading calculations, or any other electronic modeling or data files. If calculations are done by hand or are not available electronically, the hand copies or printed output shall be scanned to a PDF file and provided to City Engineering. (POLICY and MGO 37.09(2))
    Rate Control Redevelopment: By design detain the 10-year post construction design storm such that the peak discharge during this event is reduced 15% compared to the peak discharge from the 10-year design storm in the existing condition of the site. Further, the volumetric discharge leaving the post development site in the 10year storm event shall be reduced by 5% compared to the volumetric discharge from the site in an existing condition during the 10-year storm event. These required rate and volume reductions shall be completed, using green infrastructure that captures at least the first 1/2 inch of rainfall over the total site impervious area. If additional stormwater controls are necessary beyond the first 1/2 inch of rainfall, either green or non-green infrastructure may be used.
    TSS Redevelopment with TMDL: Reduce TSS by 80% off of the proposed development when compared with the existing site.
    Submit a draft Stormwater Management Maintenance Agreement (SWMA) for review and approval that covers inspection and maintenance requirements for any BMP used to meet stormwater management requirements on this project.

27. Submit, prior to plan sign-off but after all revisions have been completed, digital PDF files to the Engineering Division. Email PDF file transmissions are preferred to: bstanley@cityofmadison.com (East) or ttroester@cityofmadison.com (West).

City Engineering Division – Mapping Section (Contact Jeff Quamme, (608) 266-4097)

28. There are "Building Lines" shown and denoted on Lake View Place plat that encumber this site. The Building lines were not noted as a required restriction by any public body nor was any public body named as a grantee, promisee or beneficiary of the building lines. Therefore the "Building Lines" are not specifically enforceable by the City of Madison. The Owner is advised consult with legal counsel regarding the building lines.

29. The addresses of 3565 & 3567 Tulane Ave will be retired and archived with the demolition of the building. The proposed buildings will have their addresses determined when floor plans are received. The site plan shall reflect a proper street address of the property as reflected by official City of Madison Assessor's and Engineering Division records.

30. The pending Certified Survey Map application for this property shall be completed and recorded with the Dane County Register of Deeds (ROD), the new parcel data created by the Assessor's Office and the parcel data available to zoning and building inspection staff prior to issuance of building permits for new construction or early start permit.

31. Submit a site plan and a complete building Floor Plan in PDF format to Lori Zenchenko (lzenchenko@cityofmadison.com) that includes a floor plan of each floor level on a separate sheet/page for the development of a complete interior addressing plan. Also, include a per floor unit matrix for apartment buildings. The Addressing Plan for the entire project shall be finalized and approved by Engineering (with consultation and consent from the Fire Marshal if needed) PRIOR to the verification submittal stage of this LNDUSE with Zoning. The final approved Addressing Plan shall be included in said Site Plan Verification application materials or a revised plan shall provided for additional review and approval by Engineering. Per 34.505 MGO, a full copy of the approved addressing plan shall be kept at the building site at all times during construction until final inspection by the Madison Fire Department. For any changes pertaining to the location, deletion or addition of a unit, or to the location of a unit entrance, (before, during, or after construction), a revised Address Plan shall be resubmitted to Lori Zenchenko to review addresses that may need to be changed and/or reapproved.

Traffic Engineering Division (Contact Sean Malloy, (608) 266-5987)

32. 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 Hargrove Street.

33. The applicant shall be responsible for the construction of a crosswalk across the Western leg of the Tulane/Ogden intersection including the pedestrian ramps and pavement markings.

34. The applicant shall submit one contiguous plan showing proposed conditions and one contiguous plan showing existing conditions for approval. The plan drawings shall be to engineering scale and include the following, when applicable: existing and proposed property lines; parcel addresses; all easements; vision triangles; pavement markings; signing; building placement; items in the terrace such as signs, street light poles, hydrants; surface types such as asphalt, concrete, grass, sidewalk; driveway approaches, including those adjacent to and across street from the project lot location; parking stall dimensions, including two (2) feet of vehicle overhang; drive aisle dimensions; semitrailer movement and vehicle routes; dimensions of radii; and percent of slope.

35. The Developer shall post a security deposit prior to the start of development. In the event that modifications need to be made to any City owned and/or maintained traffic signals, street lighting, signing, pavement marking and conduit/handholes, the Developer shall reimburse the City for all associated costs including engineering, labor and materials for both temporary and permanent installations.

36. The City Traffic Engineer may require public signing, marking and street lighting related to the development; the Developer shall be financially responsible for such signing, marking and street lighting.

37. All parking facility design shall conform to MGO standards, as set in section 10.08(6).

38. "Stop" signs shall be installed at a height of seven (7) feet from the bottom of the sign at all class III driveway approaches, including existing driveways, behind the property line and noted on the plan. All directional/regulatory signage and pavement markings on the site shall be shown and noted on the plan.

39. The applicant shall show the dimensions for the proposed class III driveway including the width of the drive entrance, width of the flares, and width of the curb cut.

40. Applicant shall submit for review a Waste Removal Plan. This shall include vehicular turning movements, times, vehicle size, use of loading zones and all related steps to remove trash from its location.

41. All pedestrian walkways adjacent parking stalls shall be 7 feet wide to accommodate vehicle overhang, signage and impediments to walkway movements. Any request for variance shall be submitted to and reviewed by City Traffic Engineering.

42. The applicant shall provide a clearly defined 5’ walkway clear of all obstructions to assist citizens with disabilities, especially those who use a wheel chair or are visually impaired. Obstructions include but are not limited to tree grates, planters, benches, parked vehicle overhang, signage and doors that swing outward into walkway.

43. Per Section MGO 12.138(14), this project is not eligible for residential parking permits. It is recommended that this prohibition be noted in the leases for the residential units.

Parks Division (Contact Morgan Matthews, (608) 266-6517)

44. Park Impact Fees (comprised of the Park Infrastructure Impact Fee, per MGO Sec. 20.08(2)), and Park-Land Impact Fees, per MGO Sec. 16.23(6)(f) and 20.08(2) will be required for all new residential development associated with this project. This development is within the East Park-Infrastructure Impact Fee district. The Park Impact Fee ID# for this project is 25038. Visit https://www.cityofmadison.com/parks/about/impactFees.cfm for information about Park Impact Fee rates, calculations, and payment process.

Forestry Section (Contact Brad Hofmann, (608) 267-4908)

45. The Developer shall submit a Street Tree Report performed by International Society of Arboriculture Certified Arborist for City Forestry's review of project. This report shall identify all street trees on proposed project site, species type, canopy spread, tree condition, proposed tree removals, the impacts of proposed construction, and any requested pruning.

46. An existing inventory of street trees located within the right of way shall be included on the site, demo, utility, landscape, grading, fire aerial apperatus and street tree plan sets. The inventory shall include the following: location, size (diamater at 4 1/2 feet), and species of existing street trees. The inventory should also note if a street tree is proposed to be removed and the reason for removal.

47. 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. Add as a note on the street tree plan set.

48. 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 (608) 266-4816. Penalties and remediation shall be required. Add as a note on the site, grading, utility, demolition, and street tree plan set.

49. 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 at (608) 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: https://www.cityofmadison.com/business/pw/specs.cfm Add as a note on the site, grading, utility, demolition and street tree plan sets.

50. Section 107.13(g) of City of Madison Standard Specifications for Public Works Construction (website: https://www.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. Add as a note on both the site and street tree plan sets.

51. 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. Add as a note on both the site and street tree plan sets.

52. Street tree pruning shall be coordinated with City Forestry at a minimum of two weeks prior to the start of construction for this project. Contact City Forestry at (608)266-4816. All pruning shall follow the American National Standards Institute (ANSI) A300 - Part 1 Standards for pruning. Add as a note on both the site and street plan sets.

53. The Developer shall post a security deposit prior to the start of the development to be collected by City Engineering as part of the Developers Agreement. In the event that street trees are damaged during the construction process, City Forestry will draw from this deposit for damages incurred.

54. Additional street trees are needed for this project. Tree planting specifications can be found in section 209 of City of Madison Standard Specifications for Public Works Construction (website: https://www.cityofmadison.com/business/pw/specs.cfm) - All street tree planting locations and tree species within the right of way shall be determined by City Forestry. A landscape plan and street tree planting plan shall be submitted in PDF format to City Forestry for approval of planting locations within the right of way and tree species. All available street tree planting locations shall be planted within the project boundaries. Add following note on both the landscape and street tree plan sets: 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.

Water Utility (Contact Jeff Belshaw, (608) 261-9835)

55. A Water Service Application Form and fees must be submitted before connecting to the existing water system. Provide at least two working days notice between the application submittal and the requested installation or inspection appointment. Application materials are available on the Water Utility's Plumbers & Contractors website (http://www.cityofmadison.com/water/plumbers-contractors), otherwise they may be obtained from the Water Utility Main Office at 119 E Olin Ave. A licensed plumber signature is required on all water service applications. For new or replacement services, the property owner or authorized agent is also required to sign the application. A Water Meter Application Form will subsequently be required to size & obtain a water meter establish a Water Utility customer account and/or establish a Water Utility fire service account. If you have questions regarding water service applications, please contact Madison Water Utility at (608) 266-4646.

56. The Madison Water Utility shall be notified to remove the water meter at least two working days prior to demolition. Contact the Water Utility Meter Department at (608) 266-4765 to schedule the meter removal appointment.

Metro Transit (Contact Tim Sobota, (608) 261-4289)

57. Metro Transit operates daily all-day transit service along Walter Street thru the Hargrove Street intersection nearest this property - with trips at least every 75 minutes. Metro Transit operates additional daily all-day rapid transit service along Atwood Avenue thru the Walter Street intersection near this property - with trips at least every 30 minutes (every 15 minutes or less during the day on weekdays).

58. Metro Transit would initially estimate the following counts of potentially eligible trips towards US Green Building Council/LEED Quality Access to Transit points: 13 Weekday & 12 Weekend. Please contact Metro Transit if additional analysis would be of interest.

Parking Utility (Contact Trent Schultz, (608) 246-5806)

59. A Transportation Demand Management (TDM) Plan is required for the project, per MGO 16.03. The applicant shall submit a TDM Plan to tdm@cityofmadison.com. Applicable fees will be assessed after the TDM Plan is reviewed by staff.

The Fire Department has reviewed this request and has recommended no conditions of approval.

Land Division (Certified Survey Map)

City Engineering Division (Contact Brenda Stanley, 608-261-9127)

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 to a plan approved by the City Engineer.

3. 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)

4. 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)

City Engineering Division – Mapping Section (Contact Jeff Quamme, 608-266-4097)

5. The Public Service Strip within this CSM shown and noted per Lake View Place shall be released by separate document prepared by City Office of Real Estate Services. Contact Jeff Quamme of Engineering Mapping (jrquamme@cityofmadison.com, 608-266-4097) to coordinate the Real Estate project, and associated information and fees required. The release of the easement is necessary for the proposed redevelopment of this site. If the release is completed prior to recording of the CSM, acknowledgement of the release and document number shall be noted on the face of the CSM. Applicant is responsible to obtain releases from the other utility companies serving this area prior to the City releasing its rights.

6. Clearly label on the building lines on the CSM and place a note on the CSM: The “Building Lines” shown and noted on this Certified Survey Map are the “Building Lines” as shown and denoted on Lake View Place. The Building Lines were not noted as a restriction on that plat as required by a public body and also the plat does not name a public body as a grantee, promise or beneficiary. Therefore the “Building Lines” are not specifically enforceable by the City of Madison.

7. Provide distances between all monuments along the boundary of the CSM. Also draw chords for the two corner curves.

8. For the north quarter corner of Section 9, there is not a manhole at this location. The monument is in a monument box. Confirm the conditions at this corner location.

9. This Certified Survey Map application for this property shall be completed and recorded with the Dane County Register of Deeds (ROD), the new parcel data created by the Assessor's Office and the parcel data available to zoning and building inspection staff prior to issuance of building permits for new construction or early start permit.

Traffic Engineering Division (Contact Sean Mally, 608-266-5987)

10. 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 Hargrove Street.

Parks Division (Contact Morgan Matthews, 608-266-6517)

11. Park Impact Fees (comprised of the Park Infrastructure Impact Fee, per MGO Sec. 20.08(2)), and Park-Land Impact Fees, per MGO Sec. 16.23(6)(f) and 20.08(2) will be required for all new residential development associated with this project. This development is within the East Park-Infrastructure Impact Fee district. The Park Impact Fee ID# for this project is 25038. Visit https://www.cityofmadison.com/parks/about/impactFees.cfm for information about Park Impact Fee rates, calculations, and payment process.

12. 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."

13. The Parks Division shall be required to sign off on this CSM.

Please note that the City's Office of Real Estate Services is reviewing the report of title provided with this survey and may have comments. That office will send any comments separately. If you have any questions, please contact Heidi Radlinger at (608) 266-6558 for more information.

14. Prior to approval sign-off by the Office of Real Estate Services, the Owner's Certificate 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).

15. Per 236.21(3) Wis. Stats. and MGO Section 16.23(5)(g)(1), the property owner shall pay all real estate taxes that may become due prior to CSM recording. Receipts from the City of Madison Treasurer are to be provided before or at the time of sign-off. Any special assessments shall also be paid in full pursuant to MGO Section 16.23(5)(g)1.

16. Pursuant to MGO Section 16.23(5)(g)(4), the owner shall furnish an updated title report to Heidi Radlinger (hradlinger@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 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. The 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.

The Planning Division, Office of the Zoning Administrator, Fire Department, Forestry Section, Water Utility, Metro Transit, and Parking Utility have reviewed this request and have recommended no conditions of approval.

Jeff Pfund
3821 Tulane Ave
Madison WI 53714 submitted to: pccomments@cityofmadison.com

RE: 3565 Tulane Ave Eastmorland Community Center & Housing letter of support

Dear Reader,

I am writing to express strong support for the Eastmorland Community Center redevelopment and housing project at 3565 Tulane Avenue in Madison.

Madison faces a significant housing shortage, with a current deficit of over 64,000 units[1]. The city's population is projected to grow by more than 18,000 people by 2030, requiring at least 15,000 new homes—3,750 of which must be affordable[2]. Meanwhile, the median rent has risen to $1,451, while the median income remains just $39,265, leaving many workers priced out of the market[1].

This project directly addresses these challenges by providing workforce housing alongside a revitalized community center. It's a smart, community-driven solution that supports both housing stability and neighborhood vitality.

I urge the City of Madison and all stakeholders to support this essential initiative.

Sincerely,

Jeff Pfund

Citations

1. Madison Housing Market: Workforce & Affordability Insights
https://www.padsplit.com/markets/madison-wi

2. City of Madison Housing Tracker
https://www.cityofmadison.com/dpced/community-development/housing/housing-tracker

From: Beth Hein
To: Plan Commission Comments
Subject: 3565 Tulane Ave. / Eastmorland Community Center and Housing
Date: Monday, July 21, 2025 11:54:29 AM

You don't often get email from beth.a.hein@gmail.com. Learn why this is important

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Hello,

I am writing to express my family's strong and enthusiastic support for the Eastmorland Community Center redevelopment and housing project at 3565 Tulane Avenue in Madison. Madison faces a significant housing shortage, with a current deficit of over 64,000 units (1). The city's population is projected to grow by more than 18,000 people by 2030, requiring at least 15,000 new homes—3,750 of which must be affordable (2).

Meanwhile, the median rent has risen to $1,451, while the median income remains just $39,265, leaving many workers priced out of the market (1).

This project directly addresses these challenges by providing workforce housing alongside a revitalized community center. It's a smart, community-driven solution that supports both housing stability and neighborhood vitality.

The Eastmorland Community Center has long been a hub in our community, and we are particularly impressed at the intentional level of community involvement -- including meetings and interviews -- to ensure the design aligns with community member priorities and values.

We give our full support to this thoughtful design and urge the City of Madison and all stakeholders to support this essential initiative.

Sincerely,

Grant and Elizabeth (Beth) Hedges
3714 Tulane Ave, Madison, WI 53714

Citations

1. Madison Housing Market: Workforce & Affordability Insights
https://www.padsplit.com/markets/madison-wi

2. City of Madison Housing Tracker
https://www.cityofmadison.com/dpced/community-development/housing/housing-tracker

From: Kate Behrens
To: Plan Commission Comments
Subject: 3565 Tulane Avenue, Eastmorland Community Center and Housing
Date: Friday, July 25, 2025 3:13:10 PM

You don't often get email from breathenout@gmail.com. Learn why this is important

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Hello,

I am emailing you to express my strong support for the zoning change required to be able for us to have a new community center and more units of affordable housing in my neighborhood. I have looked at the design plans and think these buildings would be just fine at this location. To me this represents an excellent example of reasonable urban initiatives for Madison.

Thank you,
Kathleen Behrens
Eastmorland single family home owner

Daniel Zimmerman
3634 Dennett Driver
Madison, WI 53714

RE: Eastmorland Community Center

To Whom It May Concern,

I am writing to express strong support for the Eastmorland Community Center redevelopment and housing project at 3565 Tulane Avenue in Madison. This visionary project, led by Common Grace Church, represents a vital investment in the Eastmorland neighborhood. The plan to demolish the existing church, which has underutilized space, and construct a new 7,000-square-foot community center will revitalize a key community space. The Eastmorland Community Center serves as a hub for connection, creativity, and care. The new facility promises to expand on this legacy by offering modern, inclusive spaces for gatherings, services, and programs that strengthen the social fabric of our neighborhood.

The integration of a 26-unit, three-story apartment building also addresses the pressing need for affordable, workforce-oriented housing in our city housing into this development is especially commendable, as it reflects a holistic approach to community building—one that recognizes the importance of both place and people. This proposed apartment building is unique in that the property is owned by the church, which can set rental rates without consideration of making a profit (i.e., workforce housing) and without the use of tax dollars for building "affordable housing." In addition, it is important to note that the revenue from the apartment rentals is projected to be sufficient for the future maintenance of both the apartment building and the community center, which will help make the entire project sustainable over time.

I am particularly impressed by the thoughtful planning, including interviews with neighbors and collaboration with local organizations to ensure that the project reflects the values and needs of Eastmorland residents.

I urge the City of Madison and all stakeholders to support this essential initiative.

Sincerely,

Daniel Zimmerman

From: Penny Majors
3638 Tulane Ave. Madison, WI 53714

July 19, 2025

To: Planning Commission, City of Madison:

When I moved to the Eastmorland neighborhood from rural Dane County in 2019, it was after searching for an affordable home for many months, and walking through 40 houses, all over the city. We settled on this neighborhood because it offered affordability and proximity to neighborhood resources. It may not be the only neighborhood in Madison that offers this, but it is one of the few where nearly every home is within walking distance of a grocery store, library, pharmacy, community center, post office, schools, parks, auto repair shops, restaurants, and the lake -- all connected by sidewalks. The configuration of this neighborhood encourages a sense of community among neighbors.

Because of the connections in this neighborhood cultivated over decades, there is strong support here for the proposal by the Eastmorland Community Center and Common Grace Church to construct a new community center building and establish middle-income housing at the same time. Eastmorland is a neighborhood with growing diversity where single people, families and older adults live next to each other and support each other. Connections will continue to blossom in the new space designed specifically with this neighboring community in mind.

The middle-income housing component will allow more people of moderate means to become part of the neighborhood. I'm excited about this. The proposed medium-sized apartment building is in alignment with the small footprint housing that was established here in the 1940's and 50's. The proposed apartment building with middle-income rents will generate neighborly connections the same way other rentals in the neighborhood already do.

It is with deep appreciation for the groundwork already done that I offer my enthusiastic support for the proposal to construct a new Eastmorland Community Center building with nearby workforce housing.

Thank you to the Planning Commission for considering this creative, thoughtful, and generous proposal.

From: Punt, Colin
To: Plan Commission Comments
Subject: FW: Redevelopment of 3565 Tulane Ave
Date: Friday, July 25, 2025 10:06:29 AM

Colin Punt, AICP (he, him, his)
Planner - City of Madison Planning Division
cpunt@cityofmadison.com |608.243.0455

From: G. Gaynor <gm_gaynor@yahoo.com>
Sent: Thursday, July 24, 2025 9:36 AM
To: Mayer, Davy <district6@cityofmadison.com>; Punt, Colin <CPunt@cityofmadison.com>
Subject: Redevelopment of 3565 Tulane Ave

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Ms. Rummel and Mr Punt,

I apologize if I'm not going about this in the right way, but I want to make sure my opinion is heard. I hope it's not too late to do so.

I am a resident of the Eastmorland neighborhood, a half- block down from Common Grace Church's Eastmorland Community Center. I have just learned of their plan to include a 26-unit apartment in their redevelopment along with the new community center. There's just no way they can fit that many apartments on that property without a drastic detriment to the surrounding neighborhood. And within that allotted space, I'm sure any intended affordability will not translate to a decent of quality of living for the residents either.

The Threshold Development's website describes the plan as "offering a density" compatible with the neighborhood. Having moved to Madison from Chicago five years ago, I know what that sort of density is like first-hand. It is not compatible. Beyond squeezing too many apartments in a space that can't accommodate them, the residents would have to rely on street parking in an area that is already congested during school pick-up and drop-offs. It's going to take more than a couple of crossing guards to make sure that children get to school safely when they have to weave in and out of double-parked cars.

It seems that the intention isn't to contribute to the neighborhood, but for Common Grace to fund their new community center. And in speaking to many of my neighbors, I question what community they actually serve, because no one in the immediate area knows what they are planning. I had to search for the name of the building and development groups to find out.

I understand Madison is in need of affordable housing, but this plan would primarily give us nothing more than cramped single-occupancy shoeboxes. This neighborhood does not need studio apartments, it needs residencies suitable for families. If that cannot be built on the community center's property (which it can't), it shouldn't be built at all.

Thank you,

From: G. Gaynor
To: Plan Commission Comments
Subject: Proposed development on 3565 Tulane Ave
Date: Friday, July 25, 2025 3:11:08 PM

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Hello,

I apologize if I'm not going about this in the right way, but I want to make sure my opinion is heard. I hope it's not too late to do so.

I am a resident of the Eastmorland neighborhood, a half- block down from Common Grace Church's Eastmorland Community Center. I have just learned of their plan to include a 26-unit apartment in their redevelopment along with the new community center. There's just no way they can fit that many apartments on that property without a drastic detriment to the surrounding neighborhood. And within that allotted space, I'm sure any intended affordability will not translate to a decent of quality of living for the residents either.

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It seems that the intention isn't to contribute to the neighborhood, but for Common Grace to fund their new community center. And in speaking to many of my neighbors, I question what community they actually serve, because no one in the immediate area knows what they are planning. I had to search for the name of the building and development groups to find out.

I understand Madison is in need of affordable housing, but this plan would primarily give us nothing more than cramped single-occupancy shoeboxes. This neighborhood does not need studio apartments, it needs residencies suitable for families. If that cannot be built on the community center's property (which it can't), it shouldn't be built at all.

Thank you,

Grace Gaynor

From: Amelia Speight
To: Plan Commission Comments
Subject: Support for 3565 Tulane Avenue, Eastmorland Community Center and Housing
Date: Sunday, July 27, 2025 10:52:36 PM

You don't often get email from ameliamspeight@gmail.com. Learn why this is important

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To the Madison Plan Commission (bcc'ed on this email),

Thank you for taking the time to read my comments. I am confident that many of my neighbors have also written to you about our eagerness to support the plans for the Eastmorland Community Center and Housing project dreamed of at 3565 Tulane Ave. I am a 30 year old resident who purchased my home in the neighborhood almost 4 years ago.

Thinking about this community-led, community-oriented project has brought me to tears many times, including at the two public meetings that I have attended related to this project. Those meetings have been some of the most inspiring, validating, uplifting experiences of my past year. Held to invite all community member's participation and feedback from EARLY in the process, these meetings were treated with enormous care and generosity, as befits the entire spirit of the planning team's approach to this idea.

Rebuilding and redesigning the Eastmorland Community Center just makes sense. The ECC is such an enormous source of joy for me, even as someone who doesn't make it to their events and programming as often as I wish. ECC is where I met my alderperson 1:1 for the first time, where I reconnected with a childhood mentor, and where I got started as a community gardener. It gives to me as much as I give to it, and every time I am there I meet someone or witness something that makes my day. People of all ages gather there, connect there, and collaborate. I cannot wait to see the new building and feel that spirit rekindled and redoubled by a purposeful space.

Madison's affordable housing shortage is stark, demoralizing, and urgent. I celebrate this opportunity we have in Eastmorland to make a tiny dent in this problem: to create space for people to live in a beautiful and kind neighborhood where they can use and contribute to the bike paths, buses, roads, library, schools, community center, and more. I hope that the affordability goals of this project will serve as a role model for other Madison neighborhoods seeking to adapt to changing times and address the need for truly affordable housing.

Eastmorland is a place where neighbors seek to share, to grow, to give back, and to collaborate. This project embodies who we are and who we hope to be, and it invites more neighbors to be in community with us as part of the housing component of the plan. The new community center will bring us all together even more than it already has. I am passionate about the vision and eager to do what I can to support it. I cannot wait to cry some more at the grand re-opening and ribbon cutting!

Best,
Amelia Speight
134 Lynnhaven Rd, Madison

P.S. If you have the time, here is a quote I adore which I think ECC (and this proposed

project) embodies:

> *The point is that in almost every instance of our lives, our social lives, we are, if we pay attention, in the midst of an almost constant, if subtle, caretaking. Holding open doors. Offering elbows at crosswalks. Letting someone else go first. Helping with the heavy bags. Reaching what's too high, or what's been dropped. Pulling someone back to their feet. Stopping at the car wreck, at the struck dog. That alternating merge, also known as the zipper. This caretaking is our default mode and it's always a lie that convinces us to act or believe otherwise. Always.* — Ross Gay, *The Book of Delights*

Victoria Dexter & Louis Menchaca
413 Ogden Street, Madison WI 53714

Re: Eastmorland Community Center

To Whom It May Concern,

We are writing to express our support of the proposed redevelopment of the Eastmorland Community Center, especially the accompanying workforce housing project at 3565 Tulane Avenue.

Our home is located directly across the street from the proposed location of the housing units, so we will be amongst the people most directly affected by this project. While we are aware that the demolition and construction process will be a challenge for us, we remain extremely supportive of the project. We purchased our house in 2022 and it was only through the totalling of one of our cars and the subsequent insurance payout that we were able to afford the down payment. We did everything a young couple is “supposed” to do -- we went to college, got jobs, and rented in Madison for many years -- but the exorbitant prices of rent in Madison made it incredibly difficult to build up any significant savings with the salaries of a marketing professional and a public school teacher. We feel so incredibly lucky to be homeowners at all and even more fortunate to be a part of this wonderful neighborhood, but it should not take a catastrophic vehicle accident to be able to afford to live in Eastmorland. It is our sincere desire to use our position of privilege as homeowners and direct neighbors of the ECC to extend the opportunity of living in this community to as many people as we can.

We would be supportive of this project even if it only consisted of the much-needed housing, but the addition of a community center with an innovative funding model makes this a no-brainer. I have been on the board of multiple arts and community spaces in Madison and I know intimately how difficult it is to fund organizations like these, especially when government funding at both the state and federal level is disappearing rapidly. The model of funding a community center with rent from housing is so creative, and is the kind of out-of-the-box thinking that will help the city tackle its many different priorities in the years to come.

Finally, while this is a project that we would support no matter what, we have been incredibly impressed by ECC’s thoughtful outreach to the community and consideration of us and our neighbors during the planning process. ECC’s leadership has made a point to get to know us, provide us with opportunities to voice our concerns, and keep us regularly up to date on the project’s progress. This has helped us trust that this project will be well run and will remain a huge asset to the neighborhood for many years to come.

Thank you for considering this project as well as for ensuring it is completed in a manner that is aligned with the city’s priorities and the best interests of the neighborhood as a whole.

With appreciation,
Victoria (Tori) Dexter and Louis Menchaca

From: Nicholas Davies
To: Plan Commission Comments
Subject: Yes to my neighborhood"s community center & housing combo (88718 and 88559)
Date: Friday, July 25, 2025 10:19:10 PM

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Dear Plan Commission,

I wish I could be at your meeting to express my support for this project. At the neighborhood meeting in November, I was really touched by the thoughtfulness behind it--creating a gathering and activity space and much-needed cost-stable housing on one triangular lot.

It's been great to see this bringing Eastmorland together, and I look forward to how it'll bring us together even more once it's complete. It's this kind of thing that makes me proud of my neighborhood and hopeful for the years ahead.

Thank you,

Nick Davies
3717 Richard St

From: Jenny Baltes
To: Plan Commission Comments
Subject: 3565 Tulane Avenue, Eastmorland Community Center and Housing
Date: Monday, July 28, 2025 12:19:22 PM

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Jennifer Baltes
5018 Camilla Rd, Madison

RE: Eastmorland Community Center

To Whom It May Concern,

I am writing to express my enthusiastic support for the proposed redevelopment of the Eastmorland Community Center and the accompanying workforce housing project at 3565 Tulane Avenue in Madison, Wisconsin.

This visionary project, led by Common Grace Church, represents a vital investment in the Eastmorland neighborhood. The plan to construct a new 7,000-square-foot community center alongside a 26-unit, three-story apartment building will not only revitalize a key community space but also address the pressing need for affordable, workforce-oriented housing in our city.

The Eastmorland Community Center has long served as a hub for connection, creativity, and care. The new facility promises to expand on this legacy by offering modern, inclusive spaces for gatherings, services, and programs that strengthen the social fabric of our neighborhood. The integration of housing into this development is especially commendable, as it reflects a holistic approach to community building—one that recognizes the importance of both place and people.

I am particularly impressed by the thoughtful planning, including interviews with neighbors and collaboration with local organizations to ensure that the project reflects the values and needs of Eastmorland residents.

I urge the City of Madison and all relevant stakeholders to support this project through the necessary approvals and resources. It is a model of what inclusive, community-centered development can look like, and I am confident it will serve as a beacon for similar efforts across the city.

Thank you for your consideration.

Kind regards,

Jennifer Baltes

--
Schools provide safe spaces to talk about controversial issues, and literature

presents characters portraying human experience in all its richness and contradictoriness. Reading is a way to take in the difficult situations and understand them. - *Julia Alvarez*

From: Breanna Illéné
To: Plan Commission Comments
Subject: 3565 Tulane Avenue, Eastmorland Community Center and Housing
Date: Monday, July 28, 2025 12:19:12 PM

You don't often get email from breanna.illene@gmail.com. Learn why this is important

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Hello members of the planning commission,

I am writing regarding the project at 3565 Tulane Ave and asking you to approve this project. My family has lived in Eastmorland for a little over 10 years. When we first moved to the neighborhood, we were excited to own a home but unsure how to connect. I often reflected on the fact that there did not seem to be connecting points for neighborhood residents (I had previously lived on the Isthmus and before that in Chicago and had many more connections to people in my neighborhoods because there were spaces to facilitate this).

Fast forward 10 years, we are now raising 2 (soon to be 3) young kids in this neighborhood and the feeling has changed. Yes there is more to do here because of places like Garver Feed Mill and the Biergarden, but an additional space of connecting has been the Eastmorland Community Center. Over the past few years, we have been able to meet so many neighbors and build relationships through this space - whether it be by talking to the boyscouts, the arts center, the ethical trade store, the third space, or pop up events like Thanksgiving meals, Tunes on the Triangle, Santa visits or craft fairs. I will note, that one of the fantastic things about what is happening at the Eastmorland Community Center is that so much of what they do is free or low cost. As a young family, this is huge for us.

In the last year and a half, my family has begun attending Common Grace Church, and I joined the board of the Eastmorland Community Center. We started doing that because we were already spending so much time in the space; it felt like we were ready to give back and connect even more deeply. The hole that was present in getting to know our neighbors was filled by the Eastmorland Community Center and Common Grace.

Finally, having lived in this neighborhood for over 10 years, I have watched it change. One of the early conversations we had with a next-door neighbor was about how she could no longer afford to live here. She put her home on the market and moved out of Dane County. Property prices are skyrocketing and I am fearful about the lack of affordability in this city. I am excited for Common Grace/Eastmorland Community Center to be doing some towards addressing this with their housing project. We need more infill housing and support to keep this housing affordable. Please support this project.

Thank you,

Breanna Illéné
121 Lansing St
Madison, WI 53714

Disclosure: I am a member of the Eastmorland Community Center Board and my family attends Common Grace Church.

From: Grant Foster
To: Plan Commission Comments
Subject: Tulane Avenue Rezone & CSM (Agenda Items #12 & 13)
Date: Monday, July 28, 2025 11:47:58 AM

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Good morning, Plan Commission members.

I am writing in support of the Tulane Avenue Rezoning & CSM on your agenda for this evening. This is a great project that will benefit the Eastmorland neighborhood and add much needed housing. Thanks for your consideration and support!

Grant Foster
3930 Anchor Drive, Madison

PLANNING DIVISION STAFF REPORT – ADDENDUM

July 28, 2025

PREPARED FOR THE PLAN COMMISSION

Project Address:	**3565 Tulane Avenue** (District 15 – Alder Martinez Rutherford)
Application Type:	Zoning Map Amendment (Planned Development), Certified Survey Map
Legistar File ID #	88718 & 88559
Prepared By:	Colin Punt, Planning Division Report includes comments from other City agencies, as noted.
Reviewed By:	Kevin Firchow, AICP, Principal Planner

This addendum discusses Urban Design Commission recommended condition of approval 2:

> *Relocate the mural on the residential building to the blank wall expanse on the southwest corner of the building.*

Based on new information from the applicant following the UDC meeting, the proposed mural locations may further be revised beyond what is in the UDC comments due to changes to unit layouts that can address the UDC comments regarding blank walls. Staff suggests that revised mural locations could be considered as a minor alteration so long as blank wall expanses are addressed and that murals are provided. Final details shall be approved by the Urban Design Commission Secretary.

Staff recommends no change to the overall recommendation to forward both the rezoning to Planned Development and the certified survey map to Common Council with a recommendation to **approve**, but provides the following recommended condition of approval:

Recommended Conditions of Approval: Major/Non-Standard Conditions are Shaded

Planning Division (Contact Colin Punt, (608) 243-0455)

1. Revised mural locations could be considered as a minor alteration if blank wall expanses are addressed in other ways, such as through the addition of windows, and that murals are provided. Final details shall be approved by the Urban Design Commission Secretary.

City of Madison

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

Master

File Number: 88719

File ID:	88719	**File Type:**	Ordinance	**Status:**	Council Public Hearing
Version:	1	**Reference:**		**Controlling Body:**	PLAN COMMISSION
				File Created Date :	06/10/2025
File Name:	Roth Street Rezone			**Final Action:**	

Title: Creating Section 28.022-00723 of the Madison General Ordinances to change the zoning of property located at 1802-1804 Roth Street from TR-U1 (Traditional Residential-Urban 1) District to TR-U2 (Traditional Residential-Urban 2) District. (District 12)

Notes: 6970RothRZ

		CC Agenda Date:	08/05/2025
		Agenda Number:	11.
Sponsors:	Planning Division	**Effective Date:**	
Attachments:	1802-1804 Roth Street.pdf, Staff Comments, Link to Cond Use File 88561, Public Comment 7-27-25	**Enactment Number:**	
Author:	Kate Smith	**Hearing Date:**	
Entered by:	mglaeser@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	6/12/2025	Michael Haas	Approved as to Form	7/2/2025
1	2	6/12/2025	Maggie McClain	Approve	7/2/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Attorney's Office	06/10/2025	Referred for Introduction				
	Action Text:	This Ordinance was Referred for Introduction					
	Notes:	Plan Commission Public Hearing (7/28/25), Common Council (8/5/25)					
1	COMMON COUNCIL	06/17/2025	Referred for Public Hearing	PLAN COMMISSION		07/28/2025	
	Action Text:	This Ordinance was Referred for Public Hearing to the PLAN COMMISSION					

1	PLAN COMMISSION	07/28/2025	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 Alder Guequierre, seconded by Commissioner Solheim, the Plan Commission found the standards met and voted to recommend to Common Council to adopt the zoning map amendment. The motion passed by voice vote/other.

Text of Legislative File 88719

Fiscal Note

No City appropriation required.

Title

Creating Section 28.022-00723 of the Madison General Ordinances to change the zoning of property located at 1802-1804 Roth Street from TR-U1 (Traditional Residential-Urban 1) District to TR-U2 (Traditional Residential-Urban 2) District. (District 12)

Body

DRAFTER'S ANALYSIS: This ordinance amendment rezones property located at 1802-1804 Roth Street from TR-U1 (Traditional Residential-Urban 1) District to TR-U2 (Traditional Residential-Urban 2) District to construct a three-story, 16-unit apartment building that will include an office for human service programs.

****

The Common Council of the City of Madison do hereby ordain as follows:

1. Map Amendment 00723 of Section 28.022 of the Madison General Ordinances is hereby created to read as follows:

“28.022-00723. The following described property is hereby rezoned to TR-U2 (Traditional Residential-Urban 2) District.

Lots 8 and 9, C. E. Roth Plat, City of Madison, Dane County, Wisconsin. Said described area contains 8,856 square feet (0.2 acres) of land.”

REQUEST FOR AMENDMENT TO THE MADISON GENERAL ORDINANCES

TO: Michael R. Haas, City Attorney

Proposed/Current Section No. _____

Amendment: x
Repeal: _____
Creation: _____

FROM: Tim Parks, Planning Division

Please draft the following ordinance:

Note: Is this ordinance exempt from the provisions of Section 2.05(4)?

_____ If so, **circle** the appropriate paragraph number under which exemption is claimed. [1, 2, 3, 4, 5, 6, 7, 8, 9]

_____ If not, the signature of the Mayor or the Alderperson who will sponsor this ordinance is required below.

See Attachment(s): ____

Date to be Presented: 17 June 2025

Referral(s): Plan Commission: 28 July 2025; Common Council: 5 August 2025

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 1802-1804 Roth Street Alder District 12

From TR-U1 District To TR-U2 District

Proposed Use: Rezoning to construct a three-story, 16-unit apartment building that will include an office for human service programs

By Direction Of: _____ Date: 9 June 2025

Meagan Tuttle, Director Planning Division

PLANNING DIVISION STAFF REPORT

July 28, 2025

PREPARED FOR THE PLAN COMMISSION

Project Address: **1802-1804 Roth Street** (District 12, Alder Matthews)

Application Type: Zoning Map Amendment (Rezone) and Conditional Use

Legistar File ID #: 88719, 88561

Prepared By: Lisa McNabola, AICP, Planning Division
Report Includes Comments from other City Agencies, as noted

Reviewed By: Kevin Firchow, AICP, Principal Planner

Summary

Owner: Jacob Meir; Meir Properties, LLC; 703 Commercial Avenue, Sun Prairie, WI 53590

Applicant: Bradley Hinkfuss; Housing Initiatives; 1110 Ruskin Street, Madison, WI 53704

Contact: Rachel Foley; Engberg Anderson; 320 East Buffalo Street, Milwaukee, WI 53202

Requested Action:

- Legistar ID 88719 – Consideration of a rezone to change the zoning of 1802 and 1804 Roth Street from the TR-U1 (Traditional Residential-Urban 1) District to the TR-U2 (Traditional Residential-Urban 2) District.
- Legistar ID 88561 – Consideration of a conditional use in the Traditional Residential-Urban 2 (TR-U2) District for an office for a human service program in a 16-unit mixed-use building.

Proposal Summary: The applicant is requesting to rezone the property so that a 16-unit mixed-use building with office space can be constructed at 1802-1804 Roth Street. The office space would be used by Housing Initiatives to provide services to their clients, including residents of the building. The 16 residential units would be a permitted use if the property is rezoned. The office space is considered an office for a human service program, which would be a conditional use.

Applicable Regulations & Standards: MGO Section 28.183(6) lists the approval standards for zoning map amendments. MGO Section 28.183(6) lists the standards of approval for conditional uses. MGO Section 28.151 lists the Supplemental Regulations for Offices for a Human Service Programs.

Review Required By: Plan Commission and Common Council

Summary Recommendation: The Planning Division recommends the following to the Plan Commission regarding the applications for 1802-1804 Roth Street. All recommendations are subject to input at the public hearing and the conditions recommended by the reviewing agencies.

- That the Plan Commission find the approval standards for zoning map amendments met and forward Zoning Map Amendment Section 28.022-00723 to change the zoning of 1802 and 1804 Roth Street from the TR-U1 (Traditional Residential-Urban 1) District to the TR-U2 (Traditional Residential-Urban 2) District to the Common Council with a recommendation of **approval**.
- That the Plan Commission find the approval standards for conditional uses are met and **approve** an office for a human service program at 1802-1804 Roth Street.

Background Information

Parcel Location: The project site includes two parcels that total 8,885 square feet (.2 acres). The project site is

located at the northeast corner of Roth Street and Ruskin Street. It is within Alder District 12 (Alder Matthews) and the Madison Metropolitan School District.

Existing Conditions and Land Use: There is a two-story, two-unit building at 1802 Roth Street. It was built in 1932. The property at 1804 Roth Street is vacant.

Surrounding Land Use and Zoning:
North: Single family residential, zoned TR-U1 (Traditional Residential-Urban 1) District; commercial buildings, zoned CC-T (Commercial-Corridor Transitional) District;

East: Personal storage building, zoned TR-U1; across O'Neill Avenue, restaurant and commercial buildings zoned CC-T,

South: Across Roth Street, City of Madison park land, zoned CN (Conservancy) District;

West: Across Ruskin Street, multifamily buildings, commercial buildings and shopping center, zoned CC-T District.

Adopted Land Use Plan: The Comprehensive Plan (2023) and Oscar Mayer Special Area Plan (2020) recommend Medium Residential (MR) development for the property and adjacent properties. Properties to the northwest, which includes the Northgate shopping center, are recommended for Community Mixed-Use (CMU). The older Emerson East Eken Park Yahara Neighborhood Plan (2016) and Northport Warner Park Sherman Neighborhood Plan (2009) recommend Community Mixed-Use (CMU) development for the property and surrounding properties.

Zoning Summary: If the property is rezoned it will be in the TR-U2 (Traditional Residential-Urban 2) District.

Requirements	Required	Proposed
Lot Area (sq. ft.)	350 sq. ft./d.u. (5,600 sq. ft.)	8,869 sq. ft.
Lot Width	30'	80.11'
Front Yard Setback	15'	15.0'
Max. Front Yard Setback	30' or up to 20% greater than block average	15.0'
Side Yard Setback	5'	10.0'
Reverse Corner Side Yard Setback	12'	13.9'
Rear Yard Setback	Lesser of 25% lot depth or 20'	20.5'
Maximum Lot Coverage	75%	67.6%
Maximum Building Height	4 stories/52'	3 stories/<52'

Site Design	Required	Proposed
Number Parking Stalls	Multi-family dwelling: 1 per dwelling (16) Offices for human service programs: 1 per 400 sq. ft. floor area (1) (17 total)	2 See Comment #12
Electric Vehicle Stalls	Not required	None
Accessible Stalls	Yes	1 See Comment #11
Loading	Not required	None
Number Bike Parking Stalls	Multi-family dwelling: 1 per unit up to 2-bedrooms, ½ space per add'l bedroom (16) 1 guest space per 10 units (2) Offices for human service programs: 1 per 2,000 sq. ft. floor area (2 minimum) (20 total)	3 surface 16 interior (19 total) See Comment #13

Landscaping and Screening	Yes	Yes See Comment #14
Lighting	Yes	Yes
Building Form and Design	Yes	Large multi-family building See Comment #15

Table prepared by Assistant Zoning Administrator Jenny Kirchgatter

Environmental Corridor Status: The site is not within a mapped environmental corridor.

Public Utilities and Services: This property is served by a full range of urban services.

Project Description, Analysis, and Conclusion

Project Description

The applicant proposes to construct a three-story, 16-unit mixed-use building with 470 square feet of office space. The office space would be used by Housing Initiatives to provide services to their clients, including residents of the building. Housing Initiatives would provide permanent supportive housing for the residents. To qualify for the housing residents must make less than 50% of County Median Income, have a history of chronic homelessness, and who live with a serious and persistent mental illness that has been clinically diagnosed. Housing Initiatives employs case managers who provide direct supportive services to clients who reside in their buildings. Residents from other Housing Initiatives properties may also visit the office for support services. Hours of operation are expected to be Monday through Friday from 8 a.m. to 5 p.m. There would be 4-5 employees using the office with at least 2 employees on site at a given time. The applicant expects 10 off-site clients to visit the office each week.

The office will be located on the first floor. The central building entrance is located on Ruskin Street. The two parking stalls are also accessed from Ruskin Street.

Related Approvals

There is a single family building at 1802 Roth Street. A demolition permit application was reviewed by the Landmarks Commission on July 7, 2025. The Landmarks Commission found that the building has no known historic value (Legistar ID 88899). This demolition permit does not require further review by the Plan Commission. In February 2025 the Common Council adopted Ordinance 25-00010 (Legistar ID 86649) to change the demolition permit review process. The process now allows for administrative approval of demolition and removal permits when the Landmarks Commission finds that the building has no known historic value.

On May 20, 2025 the Common Council approved a Certified Survey Map (CSM) to combine the two existing lots into one (Legistar ID 87808). The CSM approval included a condition that requires the applicant to construct a sidewalk along Roth Street and Ruskin Street.

Conformance with Adopted Plans

The Comprehensive Plan (2023) and Oscar Mayer Special Area Plan (2020) recommend Medium Residential (MR) development for the property and adjacent properties. Properties to the northwest, which includes the Northgate Shopping Center, are recommended for Community Mixed-Use (CMU). The Emerson East Eken Park Yahara Neighborhood Plan (2016) and Northport Warner Park Sherman Neighborhood Plan (2009) recommend Community Mixed-Use (CMU) development for the property and surrounding properties. Staff consider the Comprehensive Plan and the Oscar Mayer Special Area Plan to be the more contemporary plans for this area.

MR areas may include a variety of relatively intense housing types, including rowhouses, small multifamily buildings, and large multifamily buildings. A limited number of nonresidential uses may also be located within residential areas. MR areas are generally recommended to develop with buildings that range from two to five stories with a density of 20 to 90 units per acre.

Zoning Map Amendment Standards

The zoning map amendment standards state that such amendments are legislative decisions of the Common Council that shall be based on public health, safety, and welfare, shall be consistent with the Comprehensive Plan, and shall comply with Wisconsin and federal law. Chapter 66.1001(3) of Wisconsin Statutes requires that zoning ordinances, which includes the zoning map, enacted or amended after January 1, 2010, be consistent with the City's Comprehensive Plan. 2010 Wisconsin Act 372 clarified "consistent with" as "furthers or does not contradict the objectives, goals, and policies contained in the comprehensive plan."

Per the zoning code, both the Traditional Residential – Urban Districts (TR-U1 and TR-U2) are established to stabilize and protect and encourage the essential characteristics of high-density residential areas and to accommodate a full range of life-cycle housing. The districts are also intended to maintain or increase compatibility between residential and other allowed uses, and between different housing types, where permitted, by maintaining consistent building orientation and parking placement and screening.

Staff note that the rezone from the TR-U1 District to the TR-U2 District could allow for more density on the site. In the TR-U1 District the maximum density for multifamily buildings is 58 dwelling units per acre (du/ac), compared to 124 du/ac units in the TR-U2 District. Both categories allow up to four stories and 75% lot coverage for multifamily buildings that are permitted uses, which would result in a similar building mass regardless of the overall density. Staff note that the TR-U2 District has been used in other parts of the city to implement the MR land use recommendations in some instances.

In addition to the above, the Plan Commission may also consider other site-specific factors that may support a more intense zoning district for this site. Based on this specific subject property, the TR-U1 District lot area requirements would allow for up to an 11-unit building while the TR-U2 District would allow for a 25-unit building. Looking at the surrounding context, the site is directly across the street from the CC-T zoned Northgate Shopping Center property that can already be developed more intensively than the TR-U1 district. Additionally, the subject property sits directly across the street from a future neighborhood park and very close access to transit access including the bus stop at North Sherman Avenue and Roth Street.

Staff believe that, on balance, the rezone to the TR-U2 District is generally consistent with the MR land use recommendation in the Comprehensive Plan and the Oscar Mayer Special Area Plan, and that the zoning map amendment approval standards can be found met.

Conditional Use Standards

The conditional use approval standards state that the Plan Commission shall not approve a conditional use without due consideration of the City's adopted plan recommendations, design guidelines, supplemental regulations, and finding that all of the conditional use standards of MGO Section 28.183(6) are met. Please note, recent changes to state law requires that conditional use findings must be based on "substantial evidence" that directly pertains to each standard and not based on personal preference or speculation.

The applicant proposes to operate an office for a human service program in a mixed-use building with 16 residential units. An office for a human service program is a conditional use in the TR-U2 District. A 16 unit building

would be a permitted use under the proposed TR-U2 Zoning. The office space would be used by Housing Initiatives employees to provide support services to their clients and residents of the building. The proposed operations are further described in the Project Description section of this report.

Standard 6 states, "The conditional use conforms to all applicable regulations of the district in which it is located." Per the recommended conditions of approval from Zoning, the applicant will need to submit a request for a parking reduction. A minimum of 17 parking stalls are required, and two parking stalls are proposed. The applicant is also required to provide 2 short term bicycle parking stalls.

Staff believe the conditional use approval standards can be found met, subject to the recommended conditions of approval.

Supplemental Regulations

The Supplemental Regulations for Offices for Human Service Programs include:

a) The office shall be operated by a governmental or non-profit entity.
b) The office shall be located in a building with more than one unit and no single unit building shall be converted to multiple units for such use.
c) The office shall serve the neighborhood(s) where it is located.

Conclusion

There are two requests before the Plan Commission, a zoning map amendment and conditional use. Staff notes that while the proposed building is only 16 units, the proposed zoning change to the TR-U2 district could allow up to a 25-unit building. While that is only 14 more units than currently allowed, the calculated density of a maximum build-out would be approximately 125 du/ac, which exceeds the 20 to 90 du/ac density range generally recommended in MR areas. Staff note that other than this density range, the TR-U1 and TR-U2 have similar bulk requirements which would result in a similarly sized building in either the current or proposed zoning district.

In some instances, the TR-U2 District has been used to implement the MR land use recommendations in other parts of the city. When evaluating the appropriateness of the TR-U2 District for this site, staff considered the resulting size of allowed buildings and also the surrounding context. This site is directly across the street from the CC-T-Zoned Northgate Shopping Center property that can already be developed more intensively than the TR-U1 District. Additionally, the subject property sits directly across the street from a future neighborhood park and very close access to transit access including the bus stop at North Sherman Avenue and Roth Street. The Planning Division believes that, on balance, it is possible that the Plan Commission could find the approval standards for zoning map amendments met.

Regarding the conditional use for the office for a human service program in a portion of the mixed-use building, staff believes the standards can be found met subject to the recommended conditions of approval.

Recommendation

Planning Division Recommendation (Contact Lisa McNabola, 243-0554)

The Planning Division recommends the following to the Plan Commission regarding the applications for 1802-1804 Roth Street. All recommendations are subject to input at the public hearing and the conditions recommended by the reviewing agencies.

- That the Plan Commission find the approval standards for zoning map amendments met and forward Zoning Map Amendment Section 28.022-00723 to change the zoning of 1802 and 1804 Roth Street from the TR-U1 (Traditional Residential-Urban 1) District to the TR-U2 (Traditional Residential-Urban 2) District to the Common Council with a recommendation of **approval**.
- That the Plan Commission find the approval standards for conditional uses are met and **approve** an office for a human service program at 1802-1804 Roth Street.

Recommended Conditions of Approval Major/Non-Standard Conditions are Shaded

Planning Division (Contact Lisa McNabola, 243-0554)

1. Contact Zoning to determine if the proposed mural is subject to Chapter 31 Sign Codes of the Madison General Ordinances.

Engineering Division (Contact Brenda Stanley, 261-9127)

2. Revise utility plan to show installation of a electronic marker ball above proposed lateral at the sewer main and the property line. Electronic marker balls are provided by City Engineering inspection.

3. The applicant shall connect to or extend public storm sewer connecting directly to a public storm structure that is either in the public sidewalk or terrace area, or inlet at the curb on the side of the street, adjacent to the development. Any storm lateral extension crossing any lanes of traffic or running longitudinally within a public street right of way for over 20ft, in order to connect to the public system, shall be considered a private storm sewer lateral and will require an approved and recorded privilege in streets agreement. (POLICY)

4. 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)

5. Construct sidewalk, terrace, curb, gutter, and pavement along Ruskin Street and Roth Street to a plan as approved by City Engineer.

6. 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)

7. Obtain a permanent sewer plug permit for each existing sanitary sewer lateral serving a property that is not to be reused and a temporary sewer plug permit for each sewer lateral that is to be reused by the development. The procedures and fee schedule is available online at http://www.cityofmadison.com/engineering/permits.cfm. (MGO CH 35.02(14))

8. An Erosion Control Permit is required for this project. See Storm comments for permit specific details and requirements.

9. This site appears to disturb less than one (1) acre of land. No submittal to the WDNR, CARPC or Department of Safety and Professional Services (DSPS) is required as the City of Madison Building Inspection Department is an approved agent for DSPS.

10. Revise plan to show the location of all rain gutter down spout discharge locations. Downspouts shall be directed to drain to public Right of Way (ROW). (POLICY)

Zoning (Contact Jenny Kirchgatter, 266-4429)

11. The accessible parking stall located within the Ruskin Street side yard setback area is an allowed encroachment within the street side yard setback under the following restrictions per Section 28.132(2)(d)2. Off-street parking and loading spaces are an allowed encroachment only if any vehicle parked in the space displays a current parking identification card or license plate for persons with disabilities, issued to a resident at the address; the space has access from a public street, and all other applicable off-street parking requirements are met. If a person requiring a parking space for people with disabilities no longer resides in the dwelling unit, the off-street parking and loading space shall be made to conform to the zoning code either by removal or being rendered incapable of use as an off-street parking or loading space.

12. A vehicle parking reduction will be required per Section 28.141(5). A minimum of 17 parking stalls are required, and two (2) parking stalls are proposed. Submit a request for a parking reduction with the final plan submittal including information to support the request to reduce the required number of spaces.

13. Bicycle parking for the offices for human service programs shall comply with the requirements of Sections 28.141(4)(g) and 28.141(11). Provide a minimum of two (2) short-term bicycle parking stalls located in a convenient and visible area on a paved or pervious surface. Note: A bicycle stall is a minimum of two (2) feet by six (6) feet with a five (5) foot wide access area.

14. Submit a detail of the trash enclosure. The trash enclosure shall be screened on four (4) sides (including a gate for access) by a solid, commercial-grade wood fence, wall, or equivalent material with a minimum height of six (6) feet and not greater than eight (8) feet.

15. Provide details demonstrating compliance with bird-safe glass requirements Section 28.129. Provide the window and door schedule to verify glazed areas are less than 50 sq. ft. Mullions must be greater than 6" wide to divide larger glazed areas into smaller glazed areas less than 50 sq. ft.

16. Per Section 28.186(4)(b), the property owner or operator is required to bring the property into compliance with all elements of the approved site plans by the date established by the Zoning Administrator as part of the site and building plan approval. Work with Zoning staff to establish a final site compliance date.

17. Signage approvals are not granted by the Plan Commission. Signage must be reviewed for compliance with Chapter 31 Sign Codes of the Madison General Ordinances. Signage permits are issued by the Zoning Section of the Department of Planning and Community and Economic Development

Parks Division (Contact Morgan Matthews, 266-6517)

18. Park Impact Fees (comprised of the Park Infrastructure Impact Fee, per MGO Sec. 20.08(2)), and Park-Land Impact Fees, per MGO Sec. 16.23(6)(f) and 20.08(2) will be required for all new residential development associated with this project. This development is within the North Park-Infrastructure Impact Fee district. The Park Impact Fee ID# for this project is 25019. Visit https://www.cityofmadison.com/parks/about/impactFees.cfm for information about Park Impact Fee rates, calculations, and payment process.

19. Low-cost housing is exempt from Park Impact Fees. This exemption only applies to those dwelling units or bedrooms within a development that are determined to be low-cost housing. This exemption does not extend to the land dedication requirements set forth under Sec. 16.23(8)(f), MGO, nor any other impact fees that may apply to a development.

20. The park impact fee will be exempt for developments that meet the “low-cost housing” requirements, as defined as rental or owner-occupied housing units that are affordable, as that term is defined in Sec. 4.22(2), MGO, and which meet the deed restriction requirements of Sec. 4.22(7). A low-cost housing certification from the Community Development Division is required for Park Impact Fee exemptions. For projects that do not receive funding from the Community Development Division, a Land Use Restriction Agreement (LURA) with the Parks Division is required. If a Parks-LURA is required, requests can be emailed to parkimpactfees@cityofmadison.com

Forestry (Contact Jeff Heinecke, Contact 266-4890)

21. City Forestry will issue a street tree removal permit for (3) trees (36" Sugar Maple, 18" Sugar and 30" Sugar Maple) due to sidewalk installation along Ruskin St. The Contractor shall contact City Forestry at (608)266-4816 to obtain permit. Add as a note on the demolition plan.

Metro Transit (Contact Tim Sobota, 261-4289)

22. Metro Transit operates daily all-day transit service along North Sherman Avenue thru the Roth Street intersection nearest this property - with trips at least every 30 minutes (every 15 minutes or less during the day on weekdays). Metro Transit operates additional daily all-day rapid transit service along Aberg Avenue near this property - with trips at least every 75 minutes.

23. Metro Transit would initially estimate the following counts of potentially eligible trips towards US Green Building Council/LEED Quality Access to Transit points: 32 Weekday & 17 Weekend. Please contact Metro Transit if additional analysis would be of interest.

Engineering Mapping (Contact Jeff Quamme, 266-4097)

24. The Applicant shall Dedicate right of way or grant a Public Sidewalk Easement on the pending Certified Survey Map along Roth Ave as required by Traffic Engineering for the required terrace width and future sidewalk.

25. The address of the proposed building is 1109 Ruskin St.

26. The site plan shall reflect a proper street address of the property as reflected by official City of Madison Assessor's and Engineering Division records.

27. The pending Certified Survey Map application for this property shall be completed and recorded with the Dane County Register of Deeds (ROD), the new parcel data created by the Assessor's Office and the parcel data available to zoning and building inspection staff prior to issuance of building permits for new construction or early start permit.

28. Submit a site plan and a complete building Floor Plan in PDF format to Lori Zenchenko (lzenchenko@cityofmadison.com) that includes a floor plan of each floor level on a separate sheet/page for the development of a complete interior addressing plan. Also, include a per floor unit matrix for apartment buildings.
29. The Addressing Plan for the entire project shall be finalized and approved by Engineering (with consultation and consent from the Fire Marshal if needed) PRIOR to the verification submittal stage of this LNDUSE with Zoning. The final approved Addressing Plan shall be included in said Site Plan Verification application materials or a revised plan shall provided for additional review and approval by Engineering.

30. Per 34.505 MGO, a full copy of the approved addressing plan shall be kept at the building site at all times during construction until final inspection by the Madison Fire Department.

31. For any changes pertaining to the location, deletion or addition of a unit, or to the location of a unit entrance, (before, during, or after construction), a revised Address Plan shall be resubmitted to Lori Zenchenko to review addresses that may need to be changed and/or reapproved.

Parking Utility (Contact Trent Schultz, 246-5806)

32. The agency reviewed this project and determined a Transportation Demand Management (TDM) Plan is not required. Per MGO 16.03(4), residential developments within 10-25 dwelling units and a parking ratio less than 1.0 parking stalls/dwelling unit are exempt from TDM Ordinance requirements.

Water Utility (Contact Jeff Belshaw, 261-9835)

33. The A private well may have served this parcel prior to the municipal water service connection. Any remaining unused/unpermitted private wells existing on this parcel must be properly abandoned according to Wisconsin Administrative Code NR 812 and Madison General Ordinance 13.21 prior to the demolition of the property. Please contact water utility staff at (608) 266-4654 to schedule an on-site private well survey prior to demolition, otherwise for additional information regarding well abandonment procedures and potential well abandonment reimbursement programs. The Madison Water Utility shall be notified to remove the water meter at least two working days prior to demolition. Contact the Water Utility Meter Department at (608) 266-4765 to schedule the meter removal appointment

34. A Water Service Application Form and fees must be submitted before connecting to the existing water system. Provide at least two working days notice between the application submittal and the requested installation or inspection appointment. Application materials are available on the Water Utility's Plumbers & Contractors website (http://www.cityofmadison.com/water/plumbers-contractors), otherwise they may be obtained from the Water Utility Main Office at 119 E Olin Ave. A licensed plumber signature is required on all water service applications. For new or replacement services, the property owner or authorized agent is also required to sign the application. A Water Meter Application Form will subsequently be required to size & obtain a water meter to establish a Water Utility customer account and/or establish a Water Utility fire service account. If you have questions regarding water service applications, please contact Madison Water Utility at (608) 266-4646.

The following agencies reviewed the request and recommended no conditions of approval: Traffic Engineering, Fire Department

From: gordian@nym.hush.com
To: Plan Commission Comments
Subject: Oppose Agenda item 14, Legistar 88719.
Date: Sunday, July 27, 2025 8:33:37 AM

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

Sat. July 26, 2025

Plan Commission members,

Please oppose Agenda item 14, Legistar 88719, which would rezone the properties at 1802 and 1804 Roth Street to TR-U2. TR-U2 zoning fails to conform to a key recommendation of the Comprehensive Plan (2023) and Oscar Mayer Special Area Plan (2020); buildings allowed by TR-U2 zoning do not follow the housing density recommendation of the Comprehensive Plan (2023) and Oscar Mayer Special Area Plan (2020). TR-U2 zoning is also inconsistent with existing conditions near the site.

TR-U2 ZONING vs. MEDIUM RESIDENTIAL HOUSING

The Comprehensive Plan (2023) and Oscar Mayer Special Area Plan (2020) recommend Medium Residential housing in the area of the Housing Initiatives project. TR-U2 zoning allows housing density that is 39% higher than the maximum housing density generally recommended in Medium Residential areas. [1] Because land owners in Madison are allowed, by right, to build anything that conforms to the district's zoning code, a land owner could construct a building that does not conform to the recommendations of the Comprehensive Plan (2023) and Oscar Mayer Special Area Plan (2020). Because the Common Council is required by MGO 128.182 (6) to make only zoning changes consistent with the Comprehensive Plan [2], changing the zoning at 1802 - 1804 Roth Street to TR-U2 would be illegal.

MISSING-MIDDLE HOUSING

The Staff Comment describes the neigborhood surrounding 1802 - 1804 Roth St:

"Surrounding Land Use and Zoning:
North: Single family residential, zoned TR-U1 (Traditional Residential-Urban 1) District; commercial buildings, zoned CC-T (Commercial-Corridor Transitional) District;
East: Personal storage building, zoned TR-U1; across O'Neill Avenue, restaurant and commercial buildings zoned CC-T,
South: Across Roth Street, City of Madison park land, zoned CN (Conservancy) District;
West: Across Ruskin Street, multifamily buildings, commercial buildings and shopping center, zoned CC-T District." [1; p. 2]

The Staff Comment fails to point out that no buildings in the immediate vicinity of the Housing

Initiatives project are as tall as the four story height allowed by TR-U2 zoning. Most buildings are only one or two stories tall. This situation makes the area a good place for modest sized housing. The Oscar Mayer Special Area Plan recommends,

""1. Encourage the development of 'missing-middle housing' including townhomes, duplexes, fourplexes, apartments, and live-work units that can be both owner- or renter-occupied." [3; p.45]

TR-U2 zoning is inconsistent with the development of "missing-middle housing".

MGO 128.182 requires that those making zoning changes give "due consideration to existing conditions" [4]. The Staff Comment says that "the site is directly across the street from the CC-T zoned Northgate Shopping Center property that can already be developed more intensively than the TR-U1 district. [1; p. 4]" Note the shift from "existing conditions" in the Municipal Code to "can already be developed" in the Staff Comment. Following the law means giving consideration to "existing conditions" rather than to someone's wishful thinking.

CONCLUSION

Changing the zoning at 1802 -1804 Roth Street to TR-U2 would be illegal because the allowed housing density would be 39% too high and because the allowed size of a building would be inconsistent with existing conditions surrounding the site. Instead, choose a more restrictive zoning code that complies with the recommendations of the Comprehensive Plan (2023) and Oscar Mayer Special Area Plan (2020) and encourages "missing-middle housing".

Thank you for giving this issue your attention.

Don Lindsay

SOURCES

[1] Staff Comment

https://madison.legistar.com/View.ashx?M=F&ID=14547688&GUID=8DADAC78-26C3-4A79-B94E-0460C7D79AE9

Accessed 20250725

"Adopted Land Use Plan: The Comprehensive Plan (2023) and Oscar Mayer Special Area Plan (2020) recommend Medium Residential (MR) development for the property and adjacent properties." [See p. 2]
...
"Staff notes that while the proposed building is only 16 units, the proposed zoning change to the TR-U2 district could allow up to a 25-unit building. While that is only 14 more units than currently

allowed, the calculated density of a maximum build-out would be approximately 125 du/ac, which exceeds the 20 to 90 du/ac density range generally recommended in MR [Medium Residential] areas." [See p. 5]

[Calculate housing density exceedence as a percentage
  125 dwelling units per acre
* 100
/ 90 dwelling units per acre
= 138.88888... ~ + 39%]

[2] MGO 128.182

https://library.municode.com/wi/madison/codes/code_of_ordinances?nodeId=COORMAWIVOIICH11--19_CH28ZOCOOR_SUBCHAPTER_28LPR_28.183COUS

Accessed 20250725

"(6) Standards for Map Amendments or Text Amendments.
Text amendments or map amendments are legislative decisions of the Common Council that shall be based on public health, safety and welfare, shall be consistent with the Comprehensive Plan, and shall comply with Wisconsin and federal law."

[3] Oscar Mayer Special Area Plan

https://www.cityofmadison.com/dpced/planning/documents/OscarMayerSpecialAreaPlan.pdf

"1. Encourage the development of 'missing-middle housing' including townhomes, duplexes, fourplexes, apartments, and live-work units that can be both owner- or renter-occupied." [See p.45]

[4] MGO 128.182

https://library.municode.com/wi/madison/codes/code_of_ordinances?nodeId=COORMAWIVOIICH11--19_CH28ZOCOOR_SUBCHAPTER_28LPR_28.183COUS

Accessed 20250725

"128.182 - TEXT AND MAP AMENDMENTS.
"(1) Purpose.
"This section allows the Common Council to amend the text of this Chapter or the zoning districts in order to promote public health, safety, and welfare throughout the City, giving due consideration to existing conditions, conservation of property values, building development providing best advantage to the City, the current use of property, and in the case of map amendments, the cost

of providing municipal services to the property and uses accommodated by the map amendment."

City of Madison

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

Master

File Number: 89373

File ID:	89373	**File Type:**	Appointment	**Status:**	Mayoral Business
Version:	1	**Reference:**		**Controlling Body:**	Mayor's Office
				File Created Date :	07/30/2025
File Name:	9-2-2025 Resident committee appointments (BPW & PB)			**Final Action:**	

Title: Report of the Mayor submitting resident committee appointments (introduction: 8-5-2025; action: 9-2-2025).

Notes:

CC Agenda Date:	08/05/2025
Agenda Number:	12.
Sponsors:	
Effective Date:	
Attachments:	
Enactment Number:	
Author:	Satya Rhodes-Conway
Hearing Date:	
Entered by:	ldcosta@cityofmadison.com
Published Date:	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Mayor's Office	07/30/2025	Referred for Introduction				
	Action Text:	This Appointment was Referred for Introduction					
	Notes:	Confirm 9/2/25					

Text of Legislative File 89373

Title

Report of the Mayor submitting resident committee appointments (introduction: 8-5-2025; action: 9-2-2025).

Body

I hereby submit, for your consideration and approval, the following resident committee

appointments.

BOARD OF PUBLIC WORKS

PABLO BAXTER (6th A.D.) - appoint to the remainder of a two-year term to the position of Adult City Resident succeeding Jaclyn (Jac) Weitzel. Pablo Baxter is a licensed journeyman electrician and the business agent for the International Brotherhood of Electrical Workers (IBEW) Local 159. He is also a Building Trades Council of South Central Wisconsin delegate.
TERM EXPIRES: 4-30-2026

TIMOTHY MEISENHEIMER (6th A.D.) - appoint to the remainder of a two-year term to the position of Adult City Resident succeeding Joseph Clausius. Tim Meisenheimer currently holds the Second Alternate position and has been serving since 5-6-2025.
TERM EXPIRES: 4-30-2026

PERSONNEL BOARD

TRACEY A. CARADINE (12th A.D.) - appoint to the remainder of a three-year term to the position of Qualified Elector succeeding Kimila Daniels. Tracey Caradine is the vice president of employee engagement & equity at Second Harvest Foodbank of Southern Wisconsin. She has an extensive human resources background. She has served on several boards including the Urban League of Greater Madison and the NAACP.
TERM EXPIRES: 4-30-2027

Respectfully submitted,

Satya Rhodes-Conway
Mayor

City of Madison

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

Master

File Number: 86553

File ID:	86553	**File Type:**	Report	**Status:**	Presidential Business
Version:	1	**Reference:**		**Controlling Body:**	Council Office
				File Created Date :	12/27/2024
File Name:	Confirming the Madison Common Council meeting formats through December 9, 2025			**Final Action:**	

Title: Confirming the Madison Common Council meeting formats through December 9, 2025:
9/2/25 - Hybrid (Virtual & CCB 201)
9/16/25 - Hybrid (Virtual & CCB 201)
10/7/25 - Hybrid (Virtual & CCB 201)
10/28/25 - Hybrid (Virtual & CCB 201)
11/11/25 (Budget) - Hybrid (Virtual & CCB 201)
11/12/25 (Budget, if needed) - Hybrid (Virtual & CCB 201)
11/13/25 (Budget, if needed) - Hybrid (Virtual & **MMB 215**)
11/25/25 - **Virtual**
12/9/25 - Hybrid (Virtual & CCB 201)

Notes:

		CC Agenda Date:	08/05/2025
		Agenda Number:	13.
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	12/27/2024	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 86553

Title
Confirming the Madison Common Council meeting formats through December 9, 2025:
9/2/25 - Hybrid (Virtual & CCB 201)
9/16/25 - Hybrid (Virtual & CCB 201)
10/7/25 - Hybrid (Virtual & CCB 201)
10/28/25 - Hybrid (Virtual & CCB 201)
11/11/25 (Budget) - Hybrid (Virtual & CCB 201)
11/12/25 (Budget, if needed) - Hybrid (Virtual & CCB 201)
11/13/25 (Budget, if needed) - Hybrid (Virtual & **MMB 215**)
11/25/25 - **Virtual**
12/9/25 - Hybrid (Virtual & CCB 201)

City of Madison

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

Master

File Number: 88723

File ID:	88723	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	06/10/2025
File Name:				**Final Action:**	

Title: Change of Agent
Kwik Trip Inc • dba Kwik Trip 1514 • 5445 University Ave
New Agent: Joshua Burford
Class A Beer, Class A Cider
(District 19)

Notes:

		CC Agenda Date:	08/05/2025
		Agenda Number:	14.
Sponsors:		**Effective Date:**	
Attachments:	Burford Agent app.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	tlund@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	07/16/2025	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Westra, seconded by Figueroa Cole, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 88723

Title

Change of Agent
Kwik Trip Inc • dba Kwik Trip 1514 • 5445 University Ave
New Agent: Joshua Burford
Class A Beer, Class A Cider
(District 19)

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-2020-00789
(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, Scott P. Zietlow, officer/member for Kwik Trip, Inc. (Corp/LLC),

doing business as Kwik Trip 1514, authorize and appoint Joshua K. Burford
Name

as the liquor/beer agent for the premise located at 5445 Univerisy Ave., Madison, WI.

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 , 6/3/25
Signature of corporate officer/member *Date*
Scott P. Zietlow

To be completed by appointed Liquor/Beer Agent

I, Joshua K. Burford, 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.

→ , 6/3/25
Signature of corporate Agent *Date*
Joshua K. Burford

REV 09/2018

☐ Form submitted by mail/e-mail
Office Use Only

SERVERlicense.com

Wisconsin Responsible Beverage Seller/Server Training

JOSHUA BURFORD

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

Certification Number: SL186247

Date of Completion: 06/27/2024

Kelly Bailey

Authorized Signature

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

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

City of Madison

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

Master

File Number: 88744

File ID:	88744	**File Type:**	Ordinance	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	06/11/2025
File Name:	Places of Worship Alcohol Distance			**Final Action:**	

Title: Amending Section 38.05(3)(f) of the Madison General Ordinances to replace the word “church” with “place of worship” for the purpose of alcohol licensing distance restrictions.

Notes: 6972PlacesOfWorshipAlcohol

		CC Agenda Date:	08/05/2025
		Agenda Number:	15.
Sponsors:	Regina M. Vidaver	**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:	Amber McReynolds	**Hearing Date:**	
Entered by:	mglaeser@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	6/12/2025	Michael Haas	Approved as to Form	7/2/2025
1	2	6/12/2025	Robert Mulcahy	Approve	7/2/2025

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Attorney's Office	06/11/2025	Referred for Introduction				
	Action Text:	This Ordinance was Referred for Introduction					
	Notes:	Alcohol License Review Committee (7/16/25), Common Council (8/5/25)					
1	COMMON COUNCIL	06/17/2025	Referred	ALCOHOL LICENSE REVIEW COMMITTEE		07/16/2025	
	Action Text:	This Ordinance was Referred to the ALCOHOL LICENSE REVIEW COMMITTEE					

1	ALCOHOL LICENSE REVIEW COMMITTEE	07/16/2025	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER	Pass

Action Text: A motion was made by Carter, seconded by Westra, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 88744

Fiscal Note

No City appropriation required.

Title

Amending Section 38.05(3)(f) of the Madison General Ordinances to replace the word “church” with “place of worship” for the purpose of alcohol licensing distance restrictions.

Body

DRAFTER’S ANALYSIS: State law prohibits “Class A” or “Class B” licenses or permits for locations less than 300 feet from the main entrance of schools, hospitals, and “churches” unless there is a majority vote by the Common Council to waive the prohibition (Wis. Stat. 125.68(3)). This amendment would update the language in the City’s ordinance to include all places of worship instead of limiting the alcohol premise geographic limitation to churches.

****

The Common Council of the City of Madison do hereby ordain as follows:

1. Subdivision (f) entitled “Schools, Churches, Hospitals and Libraries” of Subsection (3) entitled “Application for Licenses” of Section 38.05 entitled “General Licensing Requirements” of the Madison General Ordinances is amended as follows:

“(f) Schools, ~~Churches~~ Places of Worship, Hospitals and Libraries. No Class A or Class B license or permit may be issued for premises the main entrance of which is less than 300 feet from the main entrance of any public or parochial school, hospital, ~~church~~ place of worship or public library, except that this prohibition may be waived by a majority vote of the Common Council. The distance shall be measured by the shortest route along the highway from the main entrance of the school, ~~church~~ place of worship, hospital or library to the main entrance of the premises covered by the license. The prohibition in this paragraph does not apply to any of the following:

1. Premises covered by a license on June 30, 1947.
2. Premises covered by a license prior to the occupation of real property within 300 feet thereof by any school, hospital, ~~church~~ place of worship or library building.
3. A restaurant located within 300 feet of a ~~church~~ place of worship, school. This subdivision applies only to restaurants in which the sale of alcohol beverages accounts for less than 50% of its gross receipts.”

City of Madison

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

Master

File Number: 88836

File ID:	88836	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	06/23/2025
File Name:				**Final Action:**	

Title: Operator License Application
Tony Meyer- Establishment where employed: Thrill Factory

Notes:

CC Agenda Date: 08/05/2025

Agenda Number: 16.

Sponsors:

Effective Date:

Attachments: T Meyer App Redacted.pdf, T Meyer Face Sheet Redacted.pdf

Enactment Number:

Author:

Hearing Date:

Entered by: hharris@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	06/25/2025	Return to Lead with the Recommendation for Approval				Pass
	Action Text:	A motion was made by Verveer, seconded by Barushok, to Return to Lead with the Recommendation for Approval, notwithstanding felony conviction, to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other.					
1	ALCOHOL LICENSE REVIEW COMMITTEE	07/16/2025	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass
	Action Text:	A motion was made by Westra, seconded by Figueroa Cole, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.					

Text of Legislative File 88836

Title
Operator License Application
Tony Meyer- Establishment where employed: Thrill Factory

Operator Application for Licenses to expire 6/30/2026

For individuals selling or serving alcohol, pursuant to Madison General Ordinance 38.05. **Fees are not refundable.**

☐ Operator License ($80).

☒ Operator License with two month Provisional License issued today ($95).

Office use:	LICOPR-2025- 00281	BST Date 03/18/25

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 accurately 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 information.
- 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 you interacted, or the Wisconsin Circuit Court Access website at www.wcca.wicourts.gov/index.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
Tony	W	Meyer

Residence: Street Address	City	State	Zip
[redacted]	Fort Atkinson	WI	53538

Phone	Date of Birth	Birth Place (City, State)	Sex
[redacted]	[redacted]	Black River Falls, WI	Male

Driver's License Number (State & Number)	Place of employment and phone #	Email Address
[redacted]	Thrill Factory	[redacted]

Other names, aliases or birthdates ever used:

Cites and States lived in since age 18, including where you now reside:	From:	To:
Madison	From: 2004	To: 2018
Fort Atkinson	From: 2018	To: 2025
Lacrosse	From: 2000	To: 2004
~~Fond~~ Tomah	From: 1997	To: 2000

-over-

Arrest and Conviction Record

Since your 17th birthday, have you ever been convicted of a felony or misdemeanor? (Including criminal traffic offenses)	☒ 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 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 incident were you under the influence of alcohol and/or other drugs?	Did the incident occur in or around an establishment that serves alcohol?
90's				
1996		Marijuana Possession	NO	NO

Application must be signed.

The undersigned acknowledges that any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000, and understands that his/her past record will become part of this application and that the applicant applying for an Operator License is a Wisconsin resident.

Applicant's Signature

3/19/25
Date

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

Anthony Meyer AKA Anthony Anderson : [redacted]

Guideline(s) 1, 5

State	Date	Description	Pending	Conviction	Fel/Misd/Ord
WI	02/05/1999	Possess w/ Intent-THC(>500-2500g) [Modifiers: Possess SH. I,II Drugs-Certain Places] La Crosse County 1999CF00081 La Crosse PD		02/04/2000	Felony U
WI	01/16/2003	Manufacture/Deliver THC (<=200g) [Modifiers: Conspiracy] Racketeering-Pattern of Activity La Crosse County 2003CF00081 La Crosse County Sheriff		08/22/2003	Felony I Felony C

Completed by: 4434 **Date Completed:** 05/28/2025

_____ Submit to Council

_____ Additional Info Required/ Resubmit application

✓ Submit to ALRC

_____ Other Action: _____

Captain Initials: [redacted] Date: 05/28/25

City of Madison

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

Master

File Number: 88970

File ID:	88970	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/03/2025
File Name:				**Final Action:**	

Title: 21+ Entertainment License
Madison Children's Museum Inc • dba Madison Children's Museum
Capacity (in/out): 750/250
100 N Hamilton St • Agent: Susan Ramspacher
Class B Combination Liquor & Beer • 40% alcohol, 60% food
Police Sector 403 (District 4)

Notes:

		CC Agenda Date:	08/05/2025
		Agenda Number:	17.
Sponsors:		**Effective Date:**	
Attachments:	LICENT-2025-00572 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	ALCOHOL LICENSE REVIEW COMMITTEE	07/16/2025	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Verveer, seconded by Figueroa Cole, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

One registration in opposition.

Text of Legislative File 88970

Title

21+ Entertainment License
Madison Children's Museum Inc • dba Madison Children's Museum
Capacity (in/out): 750/250
100 N Hamilton St • Agent: Susan Ramspacher
Class B Combination Liquor & Beer • 40% alcohol, 60% food
Police Sector 403 (District 4)

Entertainment License

Permanent

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)

LICENT- 2025-00572
(License number)

4 Verveer (Alder District #) 403 (Police Sector)
Office Use Only

Type of entertainment license: ☒ Entertainment License (21+) ~~☒ Visual & Performing Arts License (18+)~~

Licensed Premises Information

This application modifies existing alcohol license number (if applicable): _____ (Class B license only)

Business dba Name: Madison Children's Museum, Inc.

Licensed Address: 100 N Hamilton St Madison, WI 53703

Premise Capacity: 750 Liquor/Beer Agent Name: Susan Ramspacher

____% Alcohol, ____% Food, ____% Other Alder, District #: Verveer, #4 Police Sector: Downtown

Corporate Information

Business Legal Name (as on WI State Sellers Permit): Madison Children's Museum, Inc.

Business Mailing Address: 100 N Hamilton St, Madison, WI 53703

Business Contact Name, Position: Tom Linfield

Business Phone: 608-354-0553 Business Email: tlinfield@madisonchildrensmuseum.org

Corporate Officers, Partners, or Sole Proprietor's information:

Name	Address	Title
Matthew Cornwell	4606 Prairie Fire Ct Deforest	Chair
Kristin Shutts	225 Princeton Ave Madison	Vice Chair
Joel Martin	466 Orchard Dr Madison	Treasurer

(see extra page)

☒ Security Plan attached *(21+ must complete page 2, 18+ must completed pages 2 and 3)*

☒ I have contacted 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 6/16/2025 Date

☐ Orange sign and business card issued

☐ "License Renewals & Changes" brochure with next steps issued

Office Use Only

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: bands, DJs, solo singer or instrumental music, range of performers such as stilt walkers or magicians

Number of security personnel and how they will be utilized: security hired from MPI Protective Services; # dependent on # of guests anticipated, always at least 1 if alcohol is served

Description of clothing to identify security personnel: MPI security uniform shirt and dark pants

Plan to handle control and clearance of the parking lot during hours of operation and at closing time: No onsite parking available to guests - 3 stall parking/loading dock for vendors only

How will the entrance line be managed and controlled: entrance through front of building with security checking ID for adults only events; guests proceed to front desk for check in or event table; line can form down N Hamilton St on side walk if needed

Plan for unruly patrons, intoxicated patrons, and physical disturbances: onsite supervisor and event planner use walkie talkies to connect with staff and security guards; staff support security who handles all disturbances

Underage drinking and fake ID plan: all guests are carded at the door and at bars (if appear under 30 years old); Log of fake IDs and attempts at underage drinking are kept at each bar and reviewed by supervisor and Liquor agent

Plan to control and supervise patrons under twenty-one (21) years of age: Events with patrons under 21 always include their parents or guardians. These adults are responsible for their young people.

How will orderly appearance and operation of the premises be maintained in regard to litter and noise: Event staff are assigned to every area of the facilities and are responsible for clean up and maintaining noise levels

Management Personnel

Name	Date of Birth	Name	Date of Birth
Kia Karlen	[redacted]		
Susan Ramspacher			
Hailey McLaughlin			

madison children's museum

Corporate Officers 2025

Chair, Matthew Cornwell, [redacted] Deforest, WI 53532
Vice Chair, Kristin Shutts, [redacted] Madison, WI 53726
Treasurer, Joel Martin, [redacted] Madison, WI 53711
Secretary, Sydney VanBerg, [redacted] Madison, WI 53726
Officer at large, Sarah Condella, [redacted] Madison, WI 53705
Officer at large, Michelle Chang-DerBedrosian, [redacted] Sun Priaire, WI 53590

City of Madison

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

Master

File Number: 88971

File ID:	88971	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/03/2025
File Name:				**Final Action:**	

Title: 18+ Center for Visual & Performing Arts License
Light of the Moon Inc • dba Moon Bar
Capacity (in/out): 314/0
328 W Gorham St • Agent: Jeffrey Rood
Class B Combination Liquor & Beer • 70% alcohol, 30% food
Police Sector 403 (District 2)

Notes:

CC Agenda Date: 08/05/2025

Agenda Number: 18.

Sponsors:

Effective Date:

Attachments: LICENT-2025-00563 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	ALCOHOL LICENSE REVIEW COMMITTEE	07/16/2025	RECOMMEND TO COUNCIL TO GRANT WITH CONDITIONS - REPORT OF OFFICER				Pass

Action Text: A motion was made by Carter, seconded by Verveer, to RECOMMEND TO COUNCIL TO GRANT WITH CONDITIONS - REPORT OF OFFICER. The motion passed by voice vote/other.

The conditions are:
1. No refuse or recycling is to be stored on public property.
2. The 18+ license is limited to private parties; there is no such limitation on 21+.
3. No patrons are permitted to enter or re-enter the establishment after 1:30am on Friday or Saturday night.

Two registrations in support.

Notes: The conditions are:
1. No refuse or recycling is to be stored on public property.
2. The 18+ entertainment license is limited to private parties; there is no such limitation on 21+ performances.
3. No patrons are permitted to enter or re-enter the establishment after 1:30am on Friday or Saturday night.

Text of Legislative File 88971

Title

18+ Center for Visual & Performing Arts License
Light of the Moon Inc • dba Moon Bar
Capacity (in/out): 314/0
328 W Gorham St • Agent: Jeffrey Rood
Class B Combination Liquor & Beer • 70% alcohol, 30% food
Police Sector 403 (District 2)

Entertainment License

Permanent

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)

LICENT- 2025-00563
(License number)

2 (Alder District #) 403 (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): _____ (Class B license only)

Business dba Name: Light of the Moon Inc. DBA Moon Bar

Licensed Address: 328 W. Gorham St. Madison, WI 53703

Premise Capacity: 314 Liquor/Beer Agent Name: Jeffrey Rood

70 % Alcohol, 30 % Food, 0 % Other Alder, District #: Alder Will Ochowicz, Dist 2 Police Sector: Cent.

Corporate Information

Business Legal Name (as on WI State Sellers Permit): Light of the Moon Inc.

Business Mailing Address: 9 Payson Ct. Madison, WI 53719

Business Contact Name, Position: Jeffrey Rood

Business Phone: 608-215-8743 Business Email: madisonpads511@gmail.com

Corporate Officers, Partners, or Sole Proprietor's information:

Name	Address	Title
Jeffrey Rood	9 Payson Ct. Madison, WI 53719	Owner

☒ Security Plan attached *(21+ must complete page 2, 18+ must completed pages 2 and 3)*

☒ I have contacted 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 _____ 6/12/25
Signature *Date*

☐ Orange sign and business card issued

☐ "License Renewals & Changes" brochure with next steps issued

Office Use Only

REV 09/2018

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: DJ's and Live Bands

Number of security personnel and how they will be utilized: 4-10, see security plan

Description of clothing to identify security personnel: Branded Black Shirts, See security Plan

Plan to handle control and clearance of the parking lot during hours of operation and at closing time:

N/A, No Parking

How will the entrance line be managed and controlled: 2 bouncers at Door and/or Stairs depending on event, see security plan

Plan for unruly patrons, intoxicated patrons, and physical disturbances: See Security Plan

Underage drinking and fake ID plan: See Security Plan

Plan to control and supervise patrons under twenty-one (21) years of age: Wristbands for 21+

How will orderly appearance and operation of the premises be maintained in regard to litter and noise:

Staff will conduct pre and post event cleaning inside and out of the premises. Noise will be in accordance with local ordinance.

Management Personnel

Name	Date of Birth	Name	Date of Birth
Jeff Rood	[redacted]		

REV 09/2018

Additional Required Items for Visual and Performing Arts License (18+)

1. ☒ I understand all patrons must be at least eighteen (18) years of age to enter and remain on the premise.

2. *Patrons under the age of twenty-one (21) may be allowed on the premise only for the purpose of live entertainment. Such shows must be designated as eighteen (18) and up shows and the entertainment must begin and end at a specified time. Patrons under the age of twenty-one (21) shall not be on the premise more than thirty (30) minutes before the scheduled live entertainment and must be off the premise within thirty (30) minutes of the live entertainment concluding.*

Plan to ensure compliance with time requirements for patrons under the age of twenty-one (21):

Security will do a sweep post event to verify ID for anyone with out a wrist band. Those without will be asked to leave.

3. *Patrons under the age of twenty-one (21) may only be on the portion of the licensed premise where the live entertainment is occurring with the exception of incidental use of the restroom facilities and procuring a non-alcoholic beverage from the barroom. Under no circumstances will underage patrons be allowed to linger in a barroom that is separate from the live entertainment portion of the premise.*

Plan to limit patrons under the age of twenty-one (21) to appropriate areas:

Bouncers will be at stairs monitoring wrist bands and limiting access to first floor during events upstairs.

4. ☒ I understand written notification **must** be provided to the Captain of the police district in which the establishment is located at least five (5) days prior to **all** eighteen (18) and up live entertainment performances. The notification shall include a detailed description of the performance including start and end times.

5. ☒ I understand only one (1) eighteen (18) and up live entertainment event may be held per week.

6. ☒ I agree not to sell more than one alcoholic beverage to an eligible patron in a single transaction during eighteen (18) and up live entertainment events and shall prohibit a patron from carrying more than one alcoholic beverage from a bar or drink dispensing location during eighteen (18) and up live entertainment events.

7. ☒ I agree to comply with the identification requirements in Sec. 38.04(6), MGO, relating to conspicuously identifying patrons who are twenty-one (21) years of age and older.

Moon Bar Security Plan

Moon Bar will strive to be a destination for both food and drinks and as such would like to incorporate a level of entertainment both on a regular and periodic schedule. The site for the proposed entertainment license is located on the ground floor and second floor of a three story building located on the north corner of Gorham and Broom streets. While the first floor will be the focus of the location seven days a week, the second floor will be available for overflow, special and private events, and more of an upbeat energy than the first floor.

The idea for entertainment is to have a DJ or a small live band on the first floor for special events and second floor late night and on the weekends. The DJ and Live Music option would make Moon Bar a contender for the late night party scene while both the DJ and Live Band capabilities would allow for a higher quality of special and private events, i.e. holiday parties, watch parties, catered events, etc.

Moon Bar will have a minimal number of security/barbacks during dining hours with an increased number on late nights, weekends, special events and game days. While the first floor is the only operational floor, a force between 2 and 8 will be sufficient depending on the busy-ness of the day, with 1-2 dedicated to the door during non-dining hours for age verification (ID-ing). When the second floor is open, the same numbers would apply again for the second floor, essentially running two separate security forces but with constant communication.

Moon Bar is fortunate (or unfortunate) to not have a parking lot so there will not be any clearing of patrons from property. There is a neighboring parking lot under different ownership so MMoon Bar's staff would keep a watchful eye on the lot for cleanliness and disturbances out of respect to it's neighbors. In the event where the establishment is busy enough to be at capacity and hold a line, stanchions would be used to guide the line along the building away from the parking lot and if need be around the corner, making sure to keep room for pedestrian not arriving for the establishment. Also during these busy times a security/barback or manager would be monitoring the line outside as well as jut at the door.

Understanding that there is alcohol consumed on the premises, there is always the possibility of unruly patrons. It has always been the policy of owner/operator Jeff Rood to try to handle every situation with courtesy and respect given to both the patron(s) and the establishment. Security will be trained in identifying such patrons and determining the level of their unruliness in order to take proper actions. For example, if the patron is loud and overly excited, speaking to them and attempting to calm them down; if the patron is pushing people and instigating trouble, to calmly ask them to exit the premises; if the patron is attempting to engage in a physical altercation, restraining the individual and calmly and orderly removing them from the premises. The philosophy will always be that security is there to diffuse the situation not make it worse. While there may arise a situation where physical contact is necessary, it is simply to restrain for the safety of all patrons in the establishment, not to engage the antagonizer and further continue the disturbance. All staff, security/barback or not will sign a 'No Strike" policy. If the situation is that a patron is intoxicated or overly intoxicated, it is important to remember that their safety (and the

safety of everyone) is our primary concern. Our goal is to help the patron ultimately make it home safe after a good night, not simply to serve them and toss them out on the street. Simple measures such as servers and bartenders acting proactively to not over-serve or manage the level/rate of drinking to providing water and distracting small talk to patrons gauge their level will be helpful at all stages. If a patron is deemed too intoxicated to either enter or is asked to leave, monitoring of them on the street will continue to ensure their safety and that of all others in the area.

During dining hours, bartenders and servers will ID anyone ordering alcohol, with assistance by managers for any questionable ID's. During busier hours and late night, at least one, if not two, security/barbacks will be posted at the door, ID-ing patrons as they come in. Any ID deemed false, either fake or not the individual, will be taken and held onto until a time they can be turned over to the police (see Red Rock Saloon). Patrons under 21 will be allowed in during dining hours but asked to leave upon late night. When special events occur on the second, such as school socials where those under the age of 21 are in attendance, there will be even stricter policies in place. There will be additional security, those 21+ will be identified with special wristbands and those under 21 will have both hands marked to help identify so drinks cannot be purchased or passed. Anyone caught drinking underage or passing drinks will be immediately removed.

Being a bar, there may come an instance where a police presence is required. Although our goal is not to be a nuisance, we must remember that the police are here to protect everyone, the customers, the aggressors, and the establishment. As long as there is no physical contact or property destruction, the decision to call police will be at the manager-on-duty's discretion. If there is any disturbance resulting in contact, either the manager or lead security will contact police, able to clearly and calmly relay the situation and need for police presence. In the unwanted event of a physical altercation, security staff will go as far as to restrain any aggressor until police arrive, but are not to escalate the situation or 'fight back'.

Our goal is to be a positive influence on the neighborhood bringing more people to the area and maintaining a good relationship with all neighbors. General cleanliness of the outside of the building will be constant, as well as cleared sidewalks in the winter. There is currently no patio so there is no need for outdoor sound. Inside, the atmosphere will be upbeat and energetic but that can be accomplished without being a nuisance to our neighbors and the community. Security/barback staff will be identified by specific shirts, both unique in color and markings, to make discerning from the general crowd simple.

The primary manager and General Manager will be owner/operator Jeff Rood. Other potential managers are in place to hire on, coming from established and respected bars, but are not signed on until guarantee of license is established. All managers will have an operator's license and be trained in all policies of the establishment. All staff will be trained in basic ID-ing with greater focus given to security/barbacks and bar staff. All staff will be trained in identifying potential issues and what actions to take and whom to alert.
Security Plan requirements

1. All entertainment license applicants shall submit a security plan at the time of application. The plan shall indicate what type of live entertainment the establishment will offer. The plan shall indicate the number of security personnel the applicant will employ and/or hire through a private security company and how they will be utilized.

2. The security plan shall set forth how the applicant will handle issues regarding: control and clearance of any parking lot during hours of operation and at closing time; how any entrance line will be managed and controlled; unruly patrons; intoxicated patrons; patrons presenting false IDs; control and supervision of patrons under the age of twenty-one (21); circumstances under which police should be called and how physical disturbances, including fights, will be handled and how applicant will maintain the orderly appearance and operation of the premises with respect to litter and noise.

3. The security plan shall identify by name and date of birth, individuals who are employed by the establishment in a management capacity.

4. The security plan shall detail the clothing that security and door personnel will wear that readily identifies them as security/door personnel.

5. The security plan for a Visual and Performing Arts License applicant shall detail how the applicant will comply with the time requirement for patrons under the age of twenty one (21) and how those patrons will be prevented from roaming the licensed premise during live entertainment events.

Restrictions Applicable Only to Center for Visual and Performing Arts Licenses:
1. Patrons must be at least eighteen (18) years of age to enter and remain on the premise.

2. Patrons under the age of twenty-one (21) may be allowed on the premise only for the purpose of live entertainment. Such shows must be designated as eighteen (18) and up shows and the entertainment must begin and end at a specified time. Patrons under the age of twenty-one (21) shall not be on the premise more than thirty (30) minutes before the scheduled live entertainment and must be off the premise within thirty (30) minutes of the live entertainment concluding.

3. Licensee must provide written notification to the Captain of the police district in which their establishment is located at least five (5) days prior to a live entertainment performance. The notification shall include a detailed description of the performance including start and end times.

4. Patrons under the age of twenty-one (21) may only be on the portion of the licensed premise where the live entertainment is occurring with the exception of incidental use of the restroom facilities and procuring a non- alcoholic beverage from the barroom. Under no circumstances will underage patrons be allowed to linger in a barroom that is separate from the live entertainment portion of the premise.

5. The security plan must set forth how the applicant will comply with the time restrictions for patrons under the age of twenty-one (21) and how those patrons will be prevented from roaming the licensed premise during the live entertainment.

6. Licensee may not sell more than one alcoholic beverage to an eligible patron in a single transaction during eighteen (18) and up live entertainment events and shall prohibit a patron from carrying more than one alcoholic beverage from a bar or drink dispensing location during eighteen (18) and up live entertainment
events.

7. Licensee may not have more than one eighteen (18) and up live entertainment event per week.

8. Licensee must comply with the identification requirements in Sec. 38.04(6), MGO, relating to conspicuously identifying patrons who are twenty-one (21) years of age and older.

City of Madison

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

Master

File Number: 88972

File ID:	88972	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/03/2025
File Name:				**Final Action:**	

Title: Change of Licensed Premises
Stuffed Olive Madison LLC • dba The Stuffed Olive
Current Capacity (in/out): 114/0 • Proposed Capacity (in/out): 114/20
351 State St • Agent: Stephen Bassler
Class B Combination Liquor & Beer • 50% alcohol, 50% food
Police Sector 403 (District 4)
Request to add a sidewalk cafe to the premises.

Notes:

CC Agenda Date: 08/05/2025

Agenda Number: 19.

Sponsors:

Effective Date:

Attachments: LICPCH-2025-00511 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	07/16/2025	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Verveer, seconded by Farley, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Two registrations in support.

Text of Legislative File 88972

Title

Change of Licensed Premises
Stuffed Olive Madison LLC • dba The Stuffed Olive
Current Capacity (in/out): 114/0 • Proposed Capacity (in/out): 114/20
351 State St • Agent: Stephen Bassler
Class B Combination Liquor & Beer • 50% alcohol, 50% food
Police Sector 403 (District 4)
Request to add a sidewalk cafe to the premises.

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) 351

(Legistar file number) LICPCH-2025-00511

(License number) 4

(Alder District #) 403 (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-2023-00620

Business dba Name: THE STUFFED OLIVE

Licensed Address: 351 STATE STREET, MADISON, WI, 53703

Liquor/Beer Agent Name: STEPHEN BASSLER

50 % Alcohol, 50 % Food, ~~0~~ % Other Alder, District #: VERVEER, 4 Police Sector: CENTRAL

Corporate Information

Business Legal Name (as on WI State Sellers Permit): STUFFED OLIVE MADISON, LLC

Business Mailing Address: 6027 UNIVERSITY AVE, SUITE 100, ~~DE~~ CEDAR FALLS, IA 50613

Business Contact Name, Position: ANTHONY DESALVO, CEO

Business Phone: (630)862-9210 Business Email: tdesalvo@harmonichg.com

Current Capacity (indoor): 114 **Current Capacity (outdoor):** ~~0~~

Proposed Capacity (indoor): N/C **Proposed Capacity (outdoor):** 20

If your capacity is increasing, contact Building Inspection: (608) 266-4551, binspection@cityofmadison.com

Description of Proposed Changes:

WE ARE REQUESTING TO ADD AN OUTDOOR PATIO ON STATE STREET. WE ARE PROPOSING FIVE FOURTOP TABLES TOTALING 20 SEATS. THE SPACE IS JUST OUTSIDE OF OUR FRONT DOOR

☑ Detailed Floor Plans included (required)

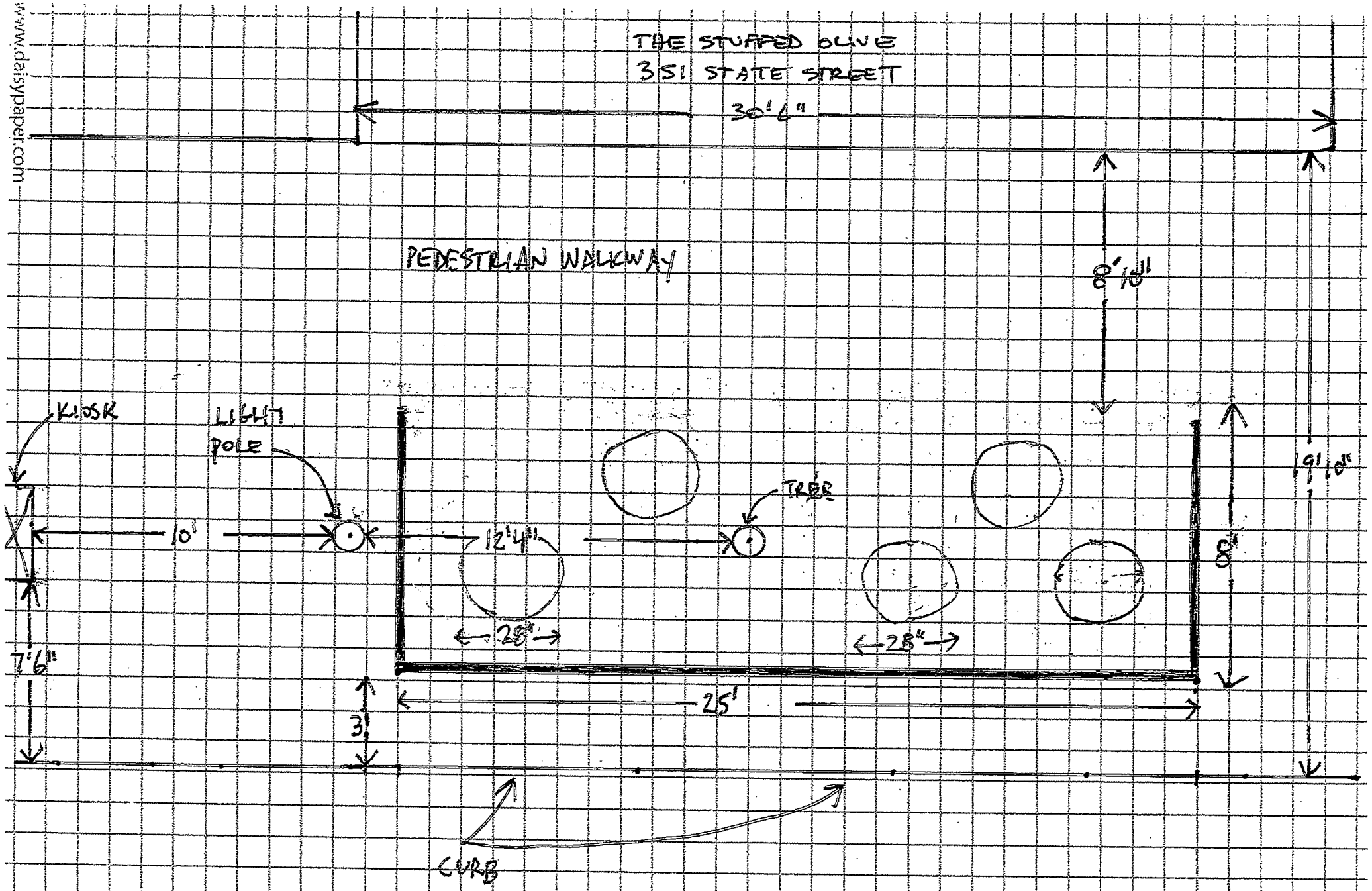
Authorized Signature , 5/28/25 *Date*

☐ Orange sign and business card issued

☐ "License Renewals & Changes" brochure with next steps issued

Office Use Only

www.daisypaper.com



City of Madison

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

Master

File Number: 88973

File ID:	88973	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/03/2025
File Name:				**Final Action:**	

Title: Change of Licensed Premises
Classic Arcade LLC • dba Aftershock Classic Arcade
Current Capacity (in/out): 54/0 • Proposed Capacity (in/out): 54/20
1444 E Washington Ave • Agent: Brad Van Kauwenbergh
Class B Combination Liquor & Beer • 75% alcohol, 5% food, 20% other
Police Sector 409 (District 6)
Request to add patio on the driveway side of the building to the premises.

Notes:

		CC Agenda Date:	08/05/2025
		Agenda Number:	20.
Sponsors:		**Effective Date:**	
Attachments:	LICPCH-2025-00514 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	07/16/2025	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Carter, seconded by Westra, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Two registrations in support.

Text of Legislative File 88973

Title

Change of Licensed Premises
Classic Arcade LLC • dba Aftershock Classic Arcade
Current Capacity (in/out): 54/0 • Proposed Capacity (in/out): 54/20
1444 E Washington Ave • Agent: Brad Van Kauwenbergh
Class B Combination Liquor & Beer • 75% alcohol, 5% food, 20% other
Police Sector 409 (District 6)
Request to add patio on the driveway side of the building to the premises.

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 - 2025 - 00574
(License number)

(Alder District #) (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 - 2021 - 00429

Business dba Name: Aftershock Classic Arcade

Licensed Address: 1444 East Washington Ave

Liquor/Beer Agent Name: Brad Van Kauwenbergh

75% Alcohol, 5 % Food, 20 % Other Alder, District #: Davey Mayer #6 Police Sector: East

Corporate Information

Business Legal Name (as on WI State Sellers Permit): Classic Arcade Company

Business Mailing Address: 1444 East Washington Ave

Business Contact Name, Position: Chris Welch, Co-Owner & Manager

Business Phone: 608-819-6119 Business Email: aftershockclassicarcade@gmail.com

Current Capacity (indoor): 54 **Current Capacity (outdoor):** 0

Proposed Capacity (indoor): 54 **Proposed Capacity (outdoor):** 20

If your capacity is increasing, contact Building Inspection: (608) 266-4551, binspection@cityofmadison.com

Change is: ☑ Permanent ☐ Temporary (from _____ until _____)
Date 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):

We would like to serve alcohol on the Patio area. This is the driveway on the side of the building, formerly used as a loading dock driveway. Parched Eagle Brewery used to use that space as a patio, but they are no longer in business. Aftershock would now like to that space and serve alcohol on the patio. Patio is highlighted in yellow.

☑ Detailed Floor Plans included (required)

C. Welch , 6/16/25
Authorized Signature *Date*

☐ Orange sign and business card issued

☐ "License Renewals & Changes" brochure with next steps issued

Office Use Only

REV 05/2022

Proposed Aftershock Patio.

- The area in yellow is the proposed area.
- This is the same area that the former Parched Eagle used.
- There is a fence between the driveway and the city grass.



City of Madison

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

Master

File Number: 88976

File ID:	88976	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/03/2025
File Name:				**Final Action:**	

Title: Temporary Class B Retailer License
Concurrent with Street Use Permit
Schenk's Corners Art Society
Event Location: 1900 Block Atwood Ave
Event Date: 8/15/2025 5 -10pm & 8/16/2025 2 - 10 pm
Police District: 410 (District 6)
Event: Schenk's Corners Block Party

Notes:

CC Agenda Date: 08/05/2025

Agenda Number: 21.

Sponsors:

Effective Date:

Attachments: PERCPS-2025-00112 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	ALCOHOL LICENSE REVIEW COMMITTEE	07/16/2025	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Westra, seconded by Figueroa Cole, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

One registration in support.

Text of Legislative File 88976

Title

Temporary Class B Retailer License
Concurrent with Street Use Permit
Schenk's Corners Art Society
Event Location: 1900 Block Atwood Ave
Event Date: 8/15/2025 5 -10pm & 8/16/2025 2 - 10 pm
Police District: 410 (District 6)
Event: Schenk's Corners Block Party

Temporary B License

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703

licensing@cityofmadison.com
608-266-4601

359

(Agenda Item number) –if Street Use-

(Legistar file number) –if Street Use-

PERCPS-2025-00112
(License number)

6 (Alder District #) 410 (Police Sector)

Office Use Only

Street Use: ☐ No ☒ YES
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: Schenk's Corners AA Society Phone: 262-903-1676

Address: 1714 Roth St. Madison, WI 53704 Email: emptyrandall@hotmail.com Website: _____

Date organized: 03/27/2019 If a corporation, give date of incorporation: 03/27/2019

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	Joe Burbach	Madison, WI	[redacted]
Vice President	Dan Plourde	Madison, WI	
Treasurer	Michael Randall	Madison, WI	
Secretary	Adam Ginsberg	Madison, WI	
Person in charge of event	Name	Phone	Email
Michael Randall		262-903-1676	emptyrandall@hotmail.com

REV 07/2019

continued on page two - OVER

Event Information

Event Name: Schenk's Corners Block Party Event dates & time(s): Friday, Aug 15th 5-10pm
Saturday, Aug 16th 2-10pm

Event Address: 1900 Block Atwood Avenue Estimated Attendance: 900

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): Street, Sidewalk and green space along the 1900 Block of Atwood Ave.

Explain the purpose and nature of the event: Neighborhood Celebration of art and music. Community fundraising for a local charity

Describe your planned method of crowd control: Volunteer security personnel staffed throughout

How many security persons will you have on the licensed premises? 8

Will food be served? ☐ Yes ☒ No Will a tent be used? ☒ Yes ☐ No only above music stage

Will the street be used? ☒ Yes ☐ No Will wine be served? ☒ No ☐ Yes: ___ of 2 per year

Wholesaler/distributor/brewery who will supply fermented malt beverage: One Barrel Brewing

Quantities ordered: 18 ½ barrel

(If serving wine) Wholesaler/distributor/winery who will supply wine: _____

Quantities ordered: _____

Declaration

☒ The information provided in this application is true and correct to the best of my knowledge and belief.

Officer Signature [signature] Date: 06/04/25

Printed name of **Officer** who is signing: Michael Randall

City of Madison

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

Master

File Number: 88977

File ID:	88977	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/03/2025
File Name:				**Final Action:**	

Title: Temporary Class B Retailer License
Concurrent with Street Use Permit
Madison Homebrewers and Tasters Guild
Event Location: Olin Park
Event Date: 8/9/2025 11am - 7pm
Police District: 313 (District 14)
Event: Great Taste of the Midwest

Notes:

CC Agenda Date: 08/05/2025

Agenda Number: 22.

Sponsors:

Effective Date:

Attachments: PERCPS-2025-00125 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	ALCOHOL LICENSE REVIEW COMMITTEE	07/16/2025	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Westra, seconded by Figueroa Cole, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 88977

Title

Temporary Class B Retailer License
Concurrent with Street Use Permit
Madison Homebrewers and Tasters Guild
Event Location: Olin Park
Event Date: 8/9/2025 11am - 7pm
Police District: 313 (District 14)
Event: Great Taste of the Midwest

Temporary B License

363

(Agenda Item number) -if Street Use-

(Legistar file number) -if Street Use-

Percps-2025-00125
(License number)

(Alder District #) (Police Sector)
Office Use Only

Street Use: ☐ No ☒ YES
Office Use Only

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703

licensing@cityofmadison.com
608-266-4601

- 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: 757-604-1843

Address: PO Box 1365, Madison, WI 53701-1365 Email: rekuehn@wisc.edu 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	Paul McGuire	Madison, WI	[redacted]
Vice President	Greg Tutusko	Madison, 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 8/8/2025, Event 8/9/2025 11am-7pm

Event Address: Olin Park, 1156 Olin Turnville 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 addional 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: 2-3 1/2 barrels for each of approx 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 Paul McGuire (Jun 16, 2025 21:13 CDT) Date: 06/16/2025

Printed name of **Officer** who is signing: Paul McGuire, President

City of Madison

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

Master

File Number: 88978

File ID:	88978	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/03/2025
File Name:				**Final Action:**	

Title: Temporary Class B Retailer License
Concurrent with Street Use Permit
Jazz at Five Inc
Event Location: 2 E Main St
Event Date: 8/6, 8/13, 8/20, 8/27, and 9/3 4 - 8pm
Police District: 406 (District 4)
Event: Jazz at Five Summer Series

Notes:

CC Agenda Date: 08/05/2025

Agenda Number: 23.

Sponsors:

Effective Date:

Attachments: PERCPS-2025-00110 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	ALCOHOL LICENSE REVIEW COMMITTEE	07/16/2025	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Westra, seconded by Figueroa Cole, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 88978

Title

Temporary Class B Retailer License
Concurrent with Street Use Permit
Jazz at Five Inc
Event Location: 2 E Main St
Event Date: 8/6, 8/13, 8/20, 8/27, and 9/3 4 - 8pm
Police District: 406 (District 4)
Event: Jazz at Five Summer Series

RECEIVED
JUN 17 2025
MADISON CITY CLERK

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-2025-0010
(License number)

4 (Alder District #)

4060 (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: Jazz at Five, INC. Phone: 9202901266

Address: 1213 N Sherman ave #295 Madison, WI 53704 Email: eventdirector@jazzatfive.org Website: www.jazzatfive.org

Date organized: 08/01/1993 If a corporation, give date of incorporation: 12/06/2007

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	Michael Thompson	Fitchburg, WI	[redacted]
Vice President	Kirsten Spira	Madison, WI	
Treasurer	Johannes Wallmann	Madison, WI	
Secretary	Spencer Stanbery	Madison, WI	
Person in charge of event	Name	Phone	Email
	Spencer Stanbery	9202901266	eventdirector@jazzatfive.org

REV 07/2019

Text

continued on page two - OVER

Event Information

Event Name: Jazz at Five Summer Series Event dates & time(s): August 6, 13, 20, 27 and September 3 4pm - 8pm

Event Address: 2 E Main St Estimated Attendance: 700-1,000 per date

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):

Outside the Capitol building, on the square

Concerts are outdoors - audience will use city parking ramps

Explain the purpose and nature of the event: Outdoor Neighborhood Jazz Concert

Describe your planned method of crowd control: 5 - 10 Volunteers

How many security persons will you have on the licensed premises? None

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

Quantities ordered: three half barrels per concert

(If serving wine) Wholesaler/distributor/winery who will supply wine: General Beverage

Quantities ordered: 20 cases per concert

Declaration

☒ The information provided in this application is true and correct to the best of my knowledge and belief.

Officer Signature [signature] Date: May 9, 2025

Printed name of **Officer** who is signing: Spencer Stanbery

City of Madison

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

Master

File Number: 88979

File ID:	88979	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/03/2025
File Name:				**Final Action:**	

Title: Change of Agent
Madison Axe LLC • dba Madison Axe • 2427 Stoughton Rd
New Agent: Brandon Long
Class B Beer
(District 16)

Notes:

		CC Agenda Date:	08/05/2025
		Agenda Number:	24.
Sponsors:		**Effective Date:**	
Attachments:	LICLIB-2022-00919 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	07/16/2025	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Westra, seconded by Figueroa Cole, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

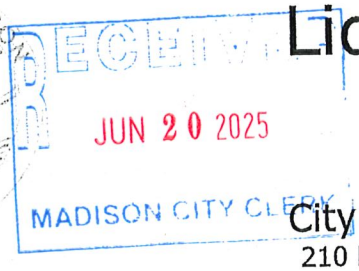
One registration in support.

Text of Legislative File 88979

Title

Change of Agent
Madison Axe LLC • dba Madison Axe • 2427 Stoughton Rd
New Agent: Brandon Long
Class B Beer
(District 16)





Liquor/Beer Agent

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) –if change-*

_____ *(Legistar file number) –if change-*

LICLIB-2022-00919 *(License number)*

_____ *(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, Brandon Long, officer/member for Madison Axe LLC (Corp/LLC),

doing business as Madison Axe, authorize and appoint Brandon Long *Name*

as the liquor/beer agent for the premise located at 2427 S. Stoughton Rd., Madison, WI 53716.

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.

_____, 06/19/2025
Signature of corporate officer/member *Date*

To be completed by appointed Liquor/Beer Agent

I, Brandon Long, appointed liquor/beer agent for Madison Axe 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 50 %.

☒ 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.

_____, 06/19/2025
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: 88980

File ID:	88980	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/03/2025
File Name:				**Final Action:**	

Title: Business Name Change
Mishqui Peruvian Cuisine LLC • Current dba: Mishqui Peruvian Cuisine
4604 Monona Dr
Class B Combination Liquor & Beer
(District 15)
New dba: Mishqui Peruvian Bistro

Notes:

CC Agenda Date: 08/05/2025

Agenda Number: 25.

Sponsors:

Effective Date:

Attachments: LICLIB-2022-00964 dba Change.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	07/16/2025	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Westra, seconded by Figueroa Cole, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 88980

Title

Business Name Change
Mishqui Peruvian Cuisine LLC • Current dba: Mishqui Peruvian Cuisine
4604 Monona Dr
Class B Combination Liquor & Beer
(District 15)
New dba: Mishqui Peruvian Bistro

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

374

(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

Licensed Premises Information

This application modifies existing alcohol license number: LICLIB-2022-00964

Current Business dba Name: MISHQUI PERUVIAN CUISINE

Licensed Address: 4604 Monona Drive, Madison, WI 53716

Liquor/Beer Agent Name: Cynthia Garcia Alder, District #: 4

Corporate Information

Business Legal Name (as on WI State Sellers Permit): MISHQUI PERUVIAN CUISINE LLC

Business Mailing Address: 225 King Street, Madison, WI 53703

Business Contact Name, Position: Cynthia Garcia, Owner

Business Phone: (608) 400-4100 Business Email: hola@mishquiperu.com

New dba Name: MISHQUI PERUVIAN BISTRO

Authorized Signature , June 3, 2025
Date

RECEIVED
JUN 03 2025
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: 88981

File ID:	88981	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/03/2025
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 one new officer, remove one officer

Notes:

CC Agenda Date: 08/05/2025

Agenda Number: 26.

Sponsors:

Effective Date:

Attachments: LICLIB-2024-00095 Officer Change App.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	07/16/2025	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

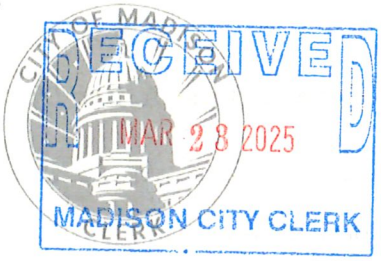
Action Text: A motion was made by Westra, seconded by Figueroa Cole, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

One registration in support.

Text of Legislative File 88981

Title

Entity Reorganization
Triple Shift Entertainment LLC • dba Bowl-A-Vard
2121 East Springs Dr
Class B Combination Liquor & Beer
(District 17)
Add one new officer, remove one officer



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-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: Marc Viglio, CFO

Business Phone: 330-398-4846 Business Email: licenses@tripleshift.com

List New Officers/Members/Directors, if applicable (attach background check form for each):	
Name	Title
Marc Viglio	CFO
Officers/Members/Directors who will no longer hold their positions:	
Name	Former Title
Amy Anderson	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?: 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	05 / 14 / 2025 *Date*	☒ Form submitted by mail/e-mail Office Use Only

REV 09/2018

City of Madison

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

Master

File Number: 88982

File ID:	88982	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/03/2025
File Name:				**Final Action:**	

Title: Entity Reorganization
Madison Axe LLC • dba Madison Axe
2427 Stoughton Rd
Class B Beer
(District 16)
Remove two officers

Notes:

CC Agenda Date: 08/05/2025

Agenda Number: 27.

Sponsors:

Effective Date:

Attachments: LICLIB-2022-00919 Officer Change.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	07/16/2025	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Farley, 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 88982

Title

Entity Reorganization
Madison Axe LLC • dba Madison Axe
2427 Stoughton Rd
Class B Beer
(District 16)
Remove two officers

381

Change of Officers

RECEIVED
JUN 03 2025
MADISON CITY CLERK

(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-2022-00919

Business dba Name: Madison Axe

Licensed Address: 2427 S. Stoughton Rd., Madison, WI 53716

Liquor/Beer Agent Name: Kyle J. Van Abel Alder, District #:

Corporate Information

Business Legal Name (as on WI State Sellers Permit): Madison Axe, LLC

Business Mailing Address: 2427 S. Stoughton Rd., Madison, WI 53716

Business Contact Name, Position: Brandon Long, Owner/President

Business Phone: 920-205-1719 Business Email: brandon@madisonaxe.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
Kyle Van Abel	Owner
Chelsea Van Abel	Owner

continued on page two -OVER

RI

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?: 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

06/02/2025
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: 88983

File ID:	88983	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/03/2025
File Name:				**Final Action:**	

Title: Entity Reorganization
HJ Liquors LLC • dba University Avenue Liquor
525 University Ave
Class A Beer, Class A Liquor
(District 2)
Remove one officer

Notes:

CC Agenda Date: 08/05/2025

Agenda Number: 28.

Sponsors:

Effective Date:

Attachments: 76140-87544 Officer Change (2).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	07/16/2025	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 88983

Title

Entity Reorganization
HJ Liquors LLC • dba University Avenue Liquor
525 University Ave
Class A Beer, Class A Liquor
(District 2)
Remove one officer



Change of Officers

(Agenda Item Number)

(Legistar file number)

76140 - 87544
(License number)

#2, Ochowicz
(Alder District # and Name)

Office Use Only

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

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703
licensing@cityofmadison.com
608-266-4601

- 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: 76140 - 87544

Business dba Name: UNIVERSITY AVENUE LIQUOR

Licensed Address: 525 UNIVERSITY AVE MADISON, WI 53703

Liquor/Beer Agent Name: BO ZANDER Alder, District #: 2

Corporate Information

Business Legal Name (as on WI State Sellers Permit): HJ LIQUORS LLC

Business Mailing Address: 525 UNIVERSITY AVE MADISON, WI 53703

Business Contact Name, Position: HERBERT W. TAYLOR, OWNER

Business Phone: 608-255-7900 (B) 920-428-6787 (C) Business Email: hjliquors@gmail.com

List New Officers/Members/Directors, if applicable (attach background check form for each):	
Name	Title
~~HERBERT W. TAYLOR~~	~~OWNER~~
NO NEW MEMBERS	
Officers/Members/Directors who will no longer hold their positions:	
Name	Former Title
JOEL R KOUBA	OWNER/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: ANOTHER CLASS A LICENSE, CITY VIEW LIQUOR

After this change, how many total officers/members/directors will be in the organization?: 1

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 06/10/2025

☐ Form submitted by mail/e-mail
Office Use Only

Docusign Envelope ID: 6E15C189-2EC9-483C-8173-6B187CBA8840

ASSIGNMENT OF MEMBERSHIP INTEREST

This Assignment of Membership Interest ("***Assignment***") is made effective as of May 31, 2025 be and between Joel Kouba ("***Assignor***") and HJ Liquors LLC ("***Assignee***").

RECITALS

WHEREAS, Assignor and Assignee are parties to that certain Redemption and Release Agreement (the "Agreement") of even date herewith pursuant to which Assignee agreed to sell, convey and assign to Assignor and Assignor agreed to purchase, acquire and buys from Assignee a 50% Percentage Interest in the Assignor (the "Redeemed Interest").

NOW, WHEREFORE, in consideration of the foregoing recitals and Assignee's interest in Assignor, Assignor and Assignee agree as follows:

1. Assignor hereby assigns to Assignee, and Assignee accepts from Assignor, the Redeemed Interest.

2. All representations, warranties and covenants from the Agreement are hereby incorporated by reference.

IN WITNESS WHEREOF, the parties hereto have duly executed this Assignment on the date first above written.

ASSIGNOR

Joel Kouba

ASSIGNEE
HJ Liquors LLC

By: Herbert Taylor
Herbert Taylor, Authorized Member

388

(Agenda Item Number)

(Legistar file number)

76140 - 87544
(License number)

Zachowicz 403
(Alder District #) (Police Sector)

Office Use Only

Liquor/Beer License Application

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

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.

   HJ Liquors LLC

2. Trade Name (doing business as) University Ave Liquor

3. Address to be licensed 525 University Ave Madison, WI 53703

4. Mailing address 525 University Ave Madison, WI 53703

5. Anticipated opening date 10/15/2009

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.

   First Floor Suite, About 3000ft². Large 18 Door Cooler. Two upright stand alone refrigerators. Floor space used for shelving and displays. Product stored in basement, behind counter, and back room.

389

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.

    _____

    _____

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

    ☐ No ☒ Yes, license issued to HJ LIQUORS 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 BO ZANDER

13. City, state in which agent resides VERONA, 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 2020

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

    08/2009, WISCONSIN

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	HERBERT W. TAYLOR	MCFARLAND, 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.

    HERBERT W. TAYLOR

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) CITY VIEW LIQUOR, ANOTHER DBA

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 - 9	11 - 9
(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, 2025.

38. State Seller's Permit 456-1026733698-03

39. Federal Employer Identification Number 27-0781257

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

Contact person HERBERT W. TAYLOR

Business phone 920-428-6787 Business e-mail address hjliquors@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) 06/10/2025

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 _____

City of Madison

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

Master

File Number: 88984

File ID:	88984	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/03/2025
File Name:				**Final Action:**	

Title: Entity Reorganization
HJ Liquors LLC • dba City View Liquor
6420 Cottage Grove Rd
Class A Beer, Class A Liquor
(District 3)
Remove one officer

Notes:

CC Agenda Date: 08/05/2025

Agenda Number: 29.

Sponsors:

Effective Date:

Attachments: LICLIA-2019-01247 Officer Change (2).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	07/16/2025	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 88984

Title

Entity Reorganization
HJ Liquors LLC • dba City View Liquor
6420 Cottage Grove Rd
Class A Beer, Class A Liquor
(District 3)
Remove one officer

RECEIVED
JUN 10 2025
MADISON CITY CLERK

Change of Officers

City of Madison Clerk
210 MLK Jr Blvd, Room 103
Madison, WI 53703
licensing@cityofmadison.com
608-266-4601

395
(Agenda Item Number)

(Legistar file number)

LICLIA-2019-01247
(License number)

#3, Field
(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: LICLIA - 2019-01247

Business dba Name: CITY VIEW LIQUOR

Licensed Address: 6420 COTTAGE GROVE RD. STE. 105

Liquor/Beer Agent Name: JESSE BEIERLE Alder, District #: 3

Corporate Information

Business Legal Name (as on WI State Sellers Permit): HJ LIQUORS LLC

Business Mailing Address: 525 UNIVERSITY AVE MADISON, WI 53703

Business Contact Name, Position: HERBERT W. TAYLOR, OWNER

Business Phone: 920-428-6787 (C) 608-255-7900 (B) Business Email: hjliquors@gmail.com

List New Officers/Members/Directors, if applicable (attach background check form for each):	
Name	Title
~~HERBERT W. TAYLOR~~	~~OWNER~~
NO NEW MEMBERS	
Officers/Members/Directors who will no longer hold their positions:	
Name	Former Title
JOEL R. ICOUBA	OWNER / 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: ANOTHER CLASS A LIQUOR STORE, UNIVERSITY AVE LIQUOR

After this change, how many total officers/members/directors will be in the organization?: 1

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 06/10/2025

☐ Form submitted by mail/e-mail
Office Use Only

Docusign Envelope ID: 6E15C189-2EC9-483C-8173-6B187CBA8840

ASSIGNMENT OF MEMBERSHIP INTEREST

This Assignment of Membership Interest ("***Assignment***") is made effective as of May 31, 2025 be and between Joel Kouba ("***Assignor***") and HJ Liquors LLC ("***Assignee***").

RECITALS

WHEREAS, Assignor and Assignee are parties to that certain Redemption and Release Agreement (the "Agreement") of even date herewith pursuant to which Assignee agreed to sell, convey and assign to Assignor and Assignor agreed to purchase, acquire and buys from Assignee a 50% Percentage Interest in the Assignor (the "Redeemed Interest").

NOW, WHEREFORE, in consideration of the foregoing recitals and Assignee's interest in Assignor, Assignor and Assignee agree as follows:

1. Assignor hereby assigns to Assignee, and Assignee accepts from Assignor, the Redeemed Interest.

2. All representations, warranties and covenants from the Agreement are hereby incorporated by reference.

IN WITNESS WHEREOF, the parties hereto have duly executed this Assignment on the date first above written.

ASSIGNOR

Joel Kouba

ASSIGNEE
HJ Liquors LLC

By: Herbert Taylor
Herbert Taylor, Authorized Member

Liquor/Beer License Application

398

(Agenda Item Number)

(Legistar file number)

LICLIA-2019-01247
(License number)

#3, Field (Alder District #) 627 (Police Sector)

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

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.

   HJ LIQUORS LLC

2. Trade Name (doing business as) CITY VIEW LIQUOR

3. Address to be licensed 6420 COTTAGE GROVE RD MADISON, WI 53718 SUITE 105

4. Mailing address 6420 COTTAGE GROVE RD SUITE 105 MADISON, WI 53718

5. Anticipated opening date 02/21/2020

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.

   FIRST FLOOR, ROUGHLY 3500 FT² COUNTER SPACE AND OFFICE. TWO LARGE WALK-IN COOLERS FOR BEER, TWO THREE DOOR UPRIGHT COOLERS FOR RTDS. STORAGE IN BACK ROOM. SALES FLOOR CONSISTS OF SHELVING AND DISPLAY SPACE.

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.

    _____

    _____

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

    ☐ No ☒ Yes, license issued to HJ LIQUORS 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 JESSE BEIERLE

13. City, state in which agent resides STOUGHTON, 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 2020

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

    08/2009, WISCONSIN

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	HERBERT W. TAYLOR	MCFARLAND, 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.

    HERBERT W. TAYLOR

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) UNIVERSITY AVE LIQUOR, ANOTHER DBA

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
9 - 9	9 - 9	9 - 9	9 - 9	9 - 9	9 - 9	9 - 9
(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 2025 .

38. State Seller's Permit 4 5 6 - 1 0 2 6 7 3 3 6 9 8 - 0 3

39. Federal Employer Identification Number 27-0781257

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

Contact person HERBERT W. TAYLOR

Business phone 920-428-6787 Business e-mail address _____

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 _____

402

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)

06/10/2025
(Date)

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 _____

City of Madison

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

Master

File Number: 88985

File ID:	88985	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/03/2025
File Name:				**Final Action:**	

Title: Entity Reorganization
Vintage II Inc • dba Tangent
803 E Washington Ave
Class B Combination Liquor & Beer
(District 6)
Add one new officer, remove one officer

Notes:

CC Agenda Date: 08/05/2025

Agenda Number: 30.

Sponsors:

Effective Date:

Attachments: LICLIB-2018-00558 Officer Change App.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	07/16/2025	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Westra, seconded by Figueroa Cole, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 88985

Title

Entity Reorganization
Vintage II Inc • dba Tangent
803 E Washington Ave
Class B Combination Liquor & Beer
(District 6)
Add one new officer, remove one officer

405

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-2018-00558

Business dba Name: VINTAGE II TANGENT

Licensed Address: 803 EAST WASHINGTON AVE MADISON WI 53703

Liquor/Beer Agent Name: TRENT KRAEMER Alder, District #: 6

Corporate Information

Business Legal Name (as on WI State Sellers Permit): VINTAGE II

Business Mailing Address: 674 S WHITNEY WAY MADISON WI 53711

Business Contact Name, Position: RORY NIENAJADLO / DIRECTOR OF OPERATIONS

Business Phone: 608-658-7386 Business Email: RORYN@VINTAGEBREWING.COM

List New Officers/Members/Directors, if applicable (attach background check form for each):	
Name	Title
RORY NIENAJADLO	OWNER
Officers/Members/Directors who will no longer hold their positions:	
Name	Former Title
MARK KRAEMER	OWNER

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?: 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

5/30/2025
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: 88986

File ID:	88986	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/03/2025
File Name:				**Final Action:**	

Title: Entity Reorganization
Vintage II Inc • dba Vintage Brewing Co
674 S Whitney Way
Class B Combination Liquor & Beer
(District 19)
Add one new officer, remove one officer

Notes:

CC Agenda Date: 08/05/2025

Agenda Number: 31.

Sponsors:

Effective Date:

Attachments: 76139-87543 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	07/16/2025	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Westra, seconded by Figueroa Cole, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 88986

Title
Entity Reorganization
Vintage II Inc • dba Vintage Brewing Co
674 S Whitney Way
Class B Combination Liquor & Beer
(District 19)
Add one new officer, remove one officer

409

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: 76139-87543

Business dba Name: VINTAGE BREWING CO

Licensed Address: 674 S WHITNEY WAY MADISON WI

Liquor/Beer Agent Name: RORY NIENATADLO TRENT KRAEMER Alder, District #: 19

Corporate Information

Business Legal Name (as on WI State Sellers Permit): VINTAGE II VINTAGE BREWING CO

Business Mailing Address: 674 S WHITNEY WAY MADISON WI 53711

Business Contact Name, Position: RORY NIENATADLO / DIRECTOR OF OPERATIONS

Business Phone: 608-658-7386 Business Email: RORY N @ VINTAGEBREWINGCO.COM

List New Officers/Members/Directors, if applicable (attach background check form for each):	
Name	Title
RORY NIENATADLO	OWNER
Officers/Members/Directors who will no longer hold their positions:	
Name	Former Title
MARK KRAEMER	OWNER

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?: 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

5/30/25
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: 89189

File ID:	89189	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	ALCOHOL LICENSE REVIEW COMMITTEE
				File Created Date :	07/15/2025
File Name:				**Final Action:**	

Title: Request to extend license issuance beyond the 180 day limit under MGO 38.05
Wisco Cheese & Cheers LLC • dba TBD
4905 Commercial Ave Suite B • Agent: Keval Patel
Estimated Capacity (in/out): 20/0
Class B Beer • 20% alcohol, 80% food
Police Sector 609 (District 3)

Notes:

		CC Agenda Date:	08/05/2025
		Agenda Number:	32.
Sponsors:		**Effective Date:**	
Attachments:	Wisco cheese & Cheers - 4905 commercial ave suite B.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	07/16/2025	RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Westra, seconded by Figueroa Cole, to RECOMMEND TO COUNCIL TO GRANT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 89189

Title

Request to extend license issuance beyond the 180 day limit under MGO 38.05
Wisco Cheese & Cheers LLC • dba TBD
4905 Commercial Ave Suite B • Agent: Keval Patel
Estimated Capacity (in/out): 20/0
Class B Beer • 20% alcohol, 80% food
Police Sector 609 (District 3)

From: Harry Singh
To: licensing
Cc: Verbick, Jim; LAKHBIR SINGH
Subject: Wisco cheese & Cheers - 4905 commercial ave suite B
Date: Friday, July 11, 2025 2:41:30 PM

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

Good afternoon,

We are requesting an extension for the approved liquor license at 4905 Commercial Ave, Suite B, for Wisco Cheese & Cheers. The renovation is taking longer than anticipated, and we are also working with building inspection and zoning.

We would appreciate your approval for this request and any additional time you can grant us to pick up the license.

Thank you,
Harry Singh

Harry singh

Refuel pantry
1354 N Bird st
Sun Prairie,WI 53590
262-960-0671

City of Madison

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

Master

File Number: 88855

File ID:	88855	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	BOARD OF PUBLIC WORKS
				File Created Date :	06/24/2025
File Name:	Determining a Public Purpose and Necessity and adopting Transportation Project Plat Numbers: 12777-3-4.02 - Amendment No. 2 and 12777-3-4.11 Amendment No. 1			**Final Action:**	

Title: Determining a Public Purpose and Necessity and adopting Transportation Project Plat Numbers: 12777-3-4.02 - Amendment No. 2 and 12777-3-4.11 Amendment No. 1 (District 9 & District 19)

Notes: Jeff Quamme

		CC Agenda Date:	08/05/2025
		Agenda Number:	33.
Sponsors:	Joann Pritchett	**Effective Date:**	
Attachments:	12777-3-4.11 Amendment No. 1 06-04-2025.pdf, 12777-3-4.02 Amendment No. 2 06-04-2025.pdf	**Enactment Number:**	
Author:	Jim Wolfe, City Engineer	**Hearing Date:**	
Entered by:	hfleegel@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	6/25/2025	Robert Mulcahy	Delegated	
1	2	6/25/2025	Ryan Pennington	Approve	7/1/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	06/24/2025	Referred for Introduction				
	Action Text: This Resolution was Referred for Introduction						
	Notes: Board of Public Works (7/16/25), Plan Commission (7/7/25), Common Council (8/5/25)						
1	COMMON COUNCIL	07/01/2025	Refer	BOARD OF PUBLIC WORKS	07/16/2025		Pass
	Action Text: A motion was made by Vidaver, seconded by Govindarajan, to Refer to the BOARD OF PUBLIC WORKS. The motion passed by voice vote/other.						
	Notes: Additional referral to Plan Commission.						

1	BOARD OF PUBLIC WORKS	07/01/2025	Refer	PLAN COMMISSION	07/07/2025	
	Action Text:	This Resolution was Refer to the PLAN COMMISSION				
1	PLAN COMMISSION	07/07/2025	Return to Lead with the Recommendation for Approval	BOARD OF PUBLIC WORKS	07/16/2025	Pass
	Action Text:	A motion was made by Glenn, seconded by Field, to Return to Lead with the Recommendation for Approval to the BOARD OF PUBLIC WORKS. The motion passed by voice vote/other.				
1	BOARD OF PUBLIC WORKS	07/16/2025	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER			Pass
	Action Text:	A motion was made by Ald.Guequierre, seconded by Williams, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.				

Text of Legislative File 88855

Fiscal Note

The proposed resolution amends two Transportation Project Plats modifying utility acquisitions. No additional appropriation of funds required.

Title

Determining a Public Purpose and Necessity and adopting Transportation Project Plat Numbers: 12777-3-4.02 - Amendment No. 2 and 12777-3-4.11 Amendment No. 1 (District 9 & District 19)

Body

WHEREAS, Transportation Project Plat Numbers 12777-3- 4.01 through 12777-3- 4.11, establishing the Utility Interests Required for the East-West Bus Rapid Transit - Mineral Point Road Segment project, were adopted by the Madison Common Council on May 16, 2023 as RES-23-00373, File ID 77167; and

WHEREAS, further design and construction of the proposed public improvements for the East-West Bus Rapid Transit - Mineral Point Road Segment project require amendments and corrections to the Utility Interests Required within Parcel 4 of Transportation Project Plat No: 12777-3-4.02, recorded with the Dane County Register of Deeds as Document No. 5904319 and filed in Volume 61-088B of Plats on pages 513-514 and also within Parcel 44 of Transportation Project Plat No: 12777-3-4.11, recorded with the Dane County Register of Deeds as Document No. 5904334 and filed in Volume 61-089B of Plats on pages 533-534; and

WHEREAS, copies of the amended Relocation Order - Transportation Project Plat No's: 12777-3-4.02, Amendment No. 2 and 12777-3-4.11, Amendment No. 1 are attached hereto and made part of this resolution.

NOW THEREFORE BE IT RESOLVED, that the City of Madison, Dane County, Wisconsin, by its City Common Council and for its Relocation Order hereby resolves as follows:

1. That this Resolution is a Relocation Order in accordance with Section 32.05(1) and 62.22, Wisconsin Statutes for the purpose of the within described public acquisition project and that these acquisitions are determined to be a necessity in accordance with Section 32.07(2), Wisconsin Statutes, and the acquisitions shall allow for the construction of planned public improvements of East-West Bus Rapid Transit - Mineral Point Road Segment

2. That the City of Madison hereby determines that it is necessary, and a public purpose exists to acquire necessary land interests from the properties /parties as identified in the Schedule of Lands & Interests and Utility Interests on the attached Relocation Order Maps and such acquisitions are required to allow for the construction of said public improvements.

3. That the Common Council of the City of Madison, does hereby adopt this relocation order to acquire the necessary land interests required for the construction of planned public improvements associated with East-West Bus Rapid Transit - Mineral Point Road Segment Relocation Order Maps in accordance with Section 32.05(1) and 62.22, Wisconsin Statutes.

4. That the Office of Real Estate Services of the Economic Development Division and the City Attorney are hereby authorized to proceed by negotiation or condemnation under authority of Section 32 and 62.22 of the Wisconsin Statutes to acquire the real estate interests shown on said Relocation Order and any Uneconomic Remnant (Section 32.05(3m) of the Wisconsin Statutes) that may be subsequently determined to exist by the City of Madison. Also, the Office Real Estate Services is further authorized to obtain title reports, appraisals, survey information, environmental site assessment reports, and any other essential material or reports as may be necessary to perform due diligence in accomplishing the acquisition.

5. That the City of Madison Office of Real Estate Services Division of the Economic Development Division shall administer the acquisition of all land interests by Real Estate Master Project No 12270.

6. That the City of Madison Office of Real Estate Services of the Economic Development Division is hereby authorized to execute the jurisdictional offer, lis pendens, and award of compensation if condemnation proceedings under Section 32 of the Wisconsin Statutes are necessary.

7. That the Mayor and City Clerk are authorized to sign all necessary documents to accomplish the acquisitions.

TRANSPORTATION PROJECT PLAT NO: 12777-3 - 4.11 AMENDMENT NO. 1

THIS AMENDMENT ADDS UTILITY NUMBER 115, REMOVES UTILITY NUMBER 112 AND AMENDS UTILITY NUMBER 104, ALL WITHIN PARCEL 44, OF TRANSPORTATION PROJECT PLAT 12777-3 - 4.11, RECORDED AS DOCUMENT NUMBER 5904334 AND FILED IN VOLUME 61-089B, ON PAGES 533 AND 534.

THAT PART OF FIRST ADDENDUM TO WHITNEY POINT CONDOMINIUM, AND PART OF OUTLOT 1 OF UNIVERSITY HILL FARMS GUGEL ADDITION, LOCATED IN THE SW 1/4 OF THE SE 1/4 OF SECTION 19, PART OF LOT 8 OF UNIVERSITY RESEARCH PARK UNIVERSITY OF WISCONSIN-MADISON FIRST ADDITION AND PART OF LOT 2, ELEMENT DISTRICT LOCATED IN THE NW 1/4 OF THE NE 1/4 OF SECTION 30, ALL IN T 7 N, R 9 E, CITY OF MADISON, DANE COUNTY, WISCONSIN.

RELOCATION ORDER EAST-WEST BUS RAPID TRANSIT - MINERAL POINT ROAD SEGMENT, W. BELTLINE HIGHWAY TO WHITNEY WAY, DANE COUNTY.

TO PROPERLY ESTABLISH, LAY OUT, WIDEN, ENLARGE, EXTEND, CONSTRUCT, RECONSTRUCT, IMPROVE, OR MAINTAIN A PORTION OF THE HIGHWAY DESIGNATED ABOVE, THE CITY OF MADISON DEEMS IT NECESSARY TO RELOCATE OR CHANGE SAID HIGHWAY AND ACQUIRE CERTAIN LANDS AND INTERESTS OR RIGHTS IN LANDS FOR THE ABOVE-NAMED PROJECT.

TO EFFECT THIS CHANGE, PURSUANT TO AUTHORITY GRANTED UNDER SUBSECTIONS 62.22, WISCONSIN STATUTES, THE CITY OF MADISON, HEREBY ORDERS THAT:
1. THAT PORTION OF SAID HIGHWAY AS SHOWN ON THIS PLAT IS LAID OUT AND ESTABLISHED TO THE LINES AND WIDTHS AS SO SHOWN FOR THE ABOVE-NAMED PROJECT.
2. THE LANDS OR INTERESTS OR RIGHTS IN LANDS AS SHOWN ON THIS PLAT ARE REQUIRED BY THE CITY OF MADISON FOR THE ABOVE PROJECT AND SHALL BE ACQUIRED IN THE NAME OF THE CITY OF MADISON, PURSUANT TO THE PROVISIONS OF SUBSECTION 62.22, WISCONSIN STATUTES.

NOTES:

POSITIONS SHOWN ON THIS PLAT ARE WISCONSIN COORDINATE REFERENCE SYSTEM COORDINATES (WISCRS), DANE COUNTY, NAD 83(2007) IN U.S.SURVEY FEET. VALUES SHOWN ARE GRID COORDINATES, GRID BEARINGS AND GRID DISTANCES. GRID DISTANCES MAY BE USED AS GROUND DISTANCES.

ALL NEW RIGHT-OF-WAY MONUMENTS ARE TYPE 2 (TYPICALLY 3/4" X 24" REBARS) UNLESS OTHERWISE NOTED, AND WILL BE PLACED PRIOR TO THE COMPLETION OF THE PROJECT.

RIGHT-OF-WAY BOUNDARIES ARE DEFINED WITH COURSES OF THE PERIMETER OF THE HIGHWAY LANDS REFERENCED TO THE U.S. PUBLIC LAND SURVEY SYSTEM OR OTHER "SURVEYS OF PUBLIC RECORD".

PROPERTY LINES SHOWN ON THIS PLAT ARE DRAWN FROM DATA DERIVED FROM MAPS AND DOCUMENTS OF PUBLIC RECORD AND/OR EXISTING OCCUPATIONAL LINES. THIS PLAT MAY NOT BE A TRUE REPRESENTATION OF EXISTING PROPERTY LINES, EXCLUDING RIGHT-OF-WAY LINES, AND SHOULD NOT BE USED AS A SUBSTITUTE FOR AN ACCURATE FIELD SURVEY.

FOR CURRENT ACCESS/DRIVEWAY INFORMATION, CONTACT THE TRAFFIC ENGINEERING UNIT OF THE CITY OF MADISON.

EXISTING ACCESS CONTROL ESTABLISHED FROM CSM 10343.

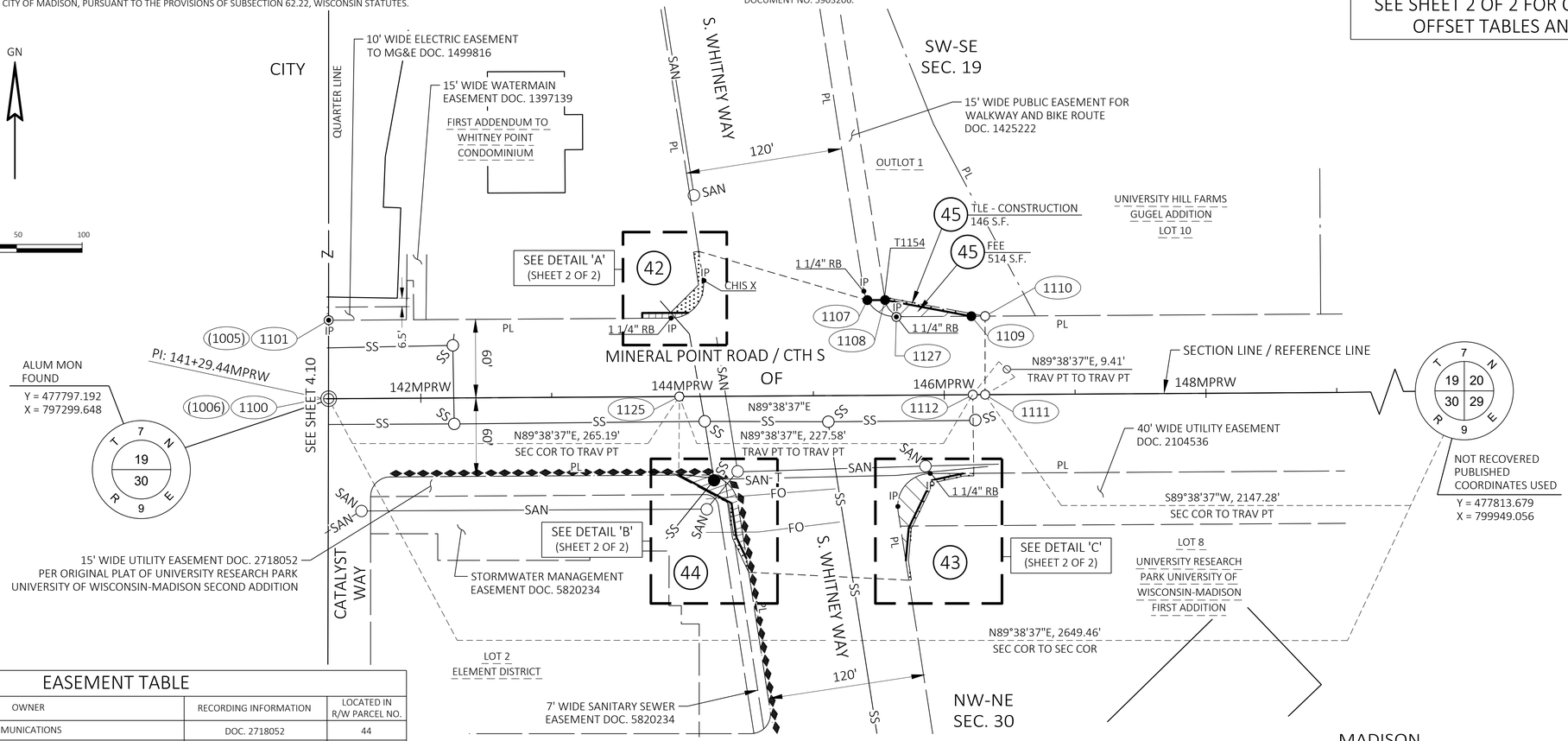
FOUND PROPERTY IRONS ARE 3/4" REBAR, UNLESS OTHERWISE NOTED.

FOR ADDITIONAL INFORMATION REFER THE TITLE SHEET, RECORDED AS SHEET 2 OF 4 IN VOLUME 61-088A OF TRANSPORTATION PROJECT PLATS, ON PAGES 509 - 512 AS DOCUMENT NO. 5903206.

Office of Register of Deeds
Dane County, Wisconsin
Received for Record _____
20_____ at_____ o'clock _____M
and recorded in vol. _____
of_____ on page_____
_____
Register

RESERVED FOR REGISTER OF DEEDS
PROJECT NUMBER 12777 - 3 - 4.11
SHEET 1 OF 2
AMENDMENT NO. 1

SEE SHEET 2 OF 2 FOR COURSE TABLES, STATION OFFSET TABLES AND BLOW UP DETAILS



EASEMENT TABLE

UTILITY NUMBER	OWNER	RECORDING INFORMATION	LOCATED IN R/W PARCEL NO.
104	CHARTER COMMUNICATIONS	DOC. 2718052	44
110	CITY OF MADISON	DOC. 2718052	44
115	WINDSTREAM	NO EASEMENT OF RECORD	44

SCHEDULE OF LANDS & INTERESTS REQUIRED

OWNER'S NAMES ARE SHOWN FOR REFERENCE PURPOSES ONLY AND ARE SUBJECT TO CHANGE PRIOR TO THE TRANSFER OF LAND INTERESTS TO THE CITY OF MADISON.

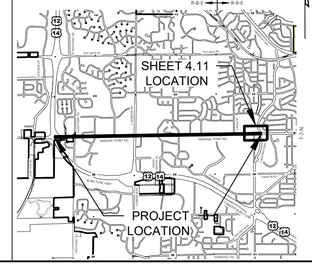
PARCEL NUMBER	OWNER(S)	INTEREST(S) REQUIRED	R/W SF REQUIRED NEW	EXISTING	TOTAL	TLE SF
45	THE REGENTS OF THE UNIVERSITY OF WISCONSIN	FEE/TLE	514	----	514	146
42	WHITNEY POINT CONDOMINIUM	FEE/TLE	125	----	125	354
43	UNIVERSITY RESEARCH PARK, INC. & COMPASS 406, LLC	FEE/TLE	753	----	753	224
44	UNIVERSITY RESEARCH PARK, INCORPORATED	FEE/TLE	588	----	588	197

HIGHWAY	BASIS OF EXISTING R/W
MINERAL POINT ROAD / CTH S	PREVIOUS R/W PROJECT 1202, UNIVERSITY RESEARCH PARK UNIVERSITY OF WISCONSIN-MADISON FIRST ADDITION, UNIVERSITY HILL FARMS GUGEL ADDITION, FIRST ADDENDUM TO WHITNEY POINT CONDOMINIUM, ELEMENT DISTRICT, CSM 10343.

UTILITY INTERESTS REQUIRED

UTILITY NUMBER	UTILITY OWNER(S)	INTEREST REQUIRED
103	MG&E - ELECTRIC	RELEASE OF RIGHTS
104	CHARTER COMMUNICATIONS	RELEASE OF RIGHTS
110	CITY OF MADISON	NO RELEASE OF RIGHTS REQUIRED
115	WINDSTREAM	RELEASE OF RIGHTS

LOCATION SKETCH NOT TO SCALE



APPROVED FOR THE CITY OF MADISON

RELOCATION ORDER APPROVED BY THE COMMON COUNCIL
RES- FILE ID:
DATE: _____
CITY CLERK

RELOCATION ORDER APPROVED BY THE PLANNING COMMISSION
DATE: _____
EXECUTIVE SECRETARY

RELOCATION ORDER APPROVED BY THE BOARD OF PUBLIC WORKS
DATE: _____
EXECUTIVE SECRETARY

KL Engineering
[A] Better Experience

I, TIMOTHY M. HELD, PROFESSIONAL LAND SURVEYOR, HEREBY CERTIFY THAT IN FULL COMPLIANCE WITH THE PROVISIONS OF SECTION 84.095 OF THE WISCONSIN STATUTES AND UNDER THE DIRECTION OF THE CITY OF MADISON, I HAVE SURVEYED AND MAPPED THIS TRANSPORTATION PROJECT PLAT AND SUCH PLAT CORRECTLY REPRESENTS ALL EXTERIOR BOUNDARIES OF THE SURVEYED LAND.

WISCONSIN TIMOTHY M. HELD S-2591 MADISON, WI LAND SURVEYOR

SIGNATURE: _____ DATE: 06/04/2025
PRINT NAME: TIMOTHY M. HELD
REGISTRATION NUMBER: S-2591

FILE NAME : G:\AECOM\20063-000 MADISON BRT\CIVIL 3D\SHEETSPLAN\040102-RP - 4.11-AMEND 1.DWG
APPRAISAL PLAT DATE : 06/04/2025
PLOT DATE :
PLOT BY :
PLOT NAME :
PLOT SCALE : 1 IN:100 FT

_____ 12777 - 3 - 4.11 AMEND. NO. 1

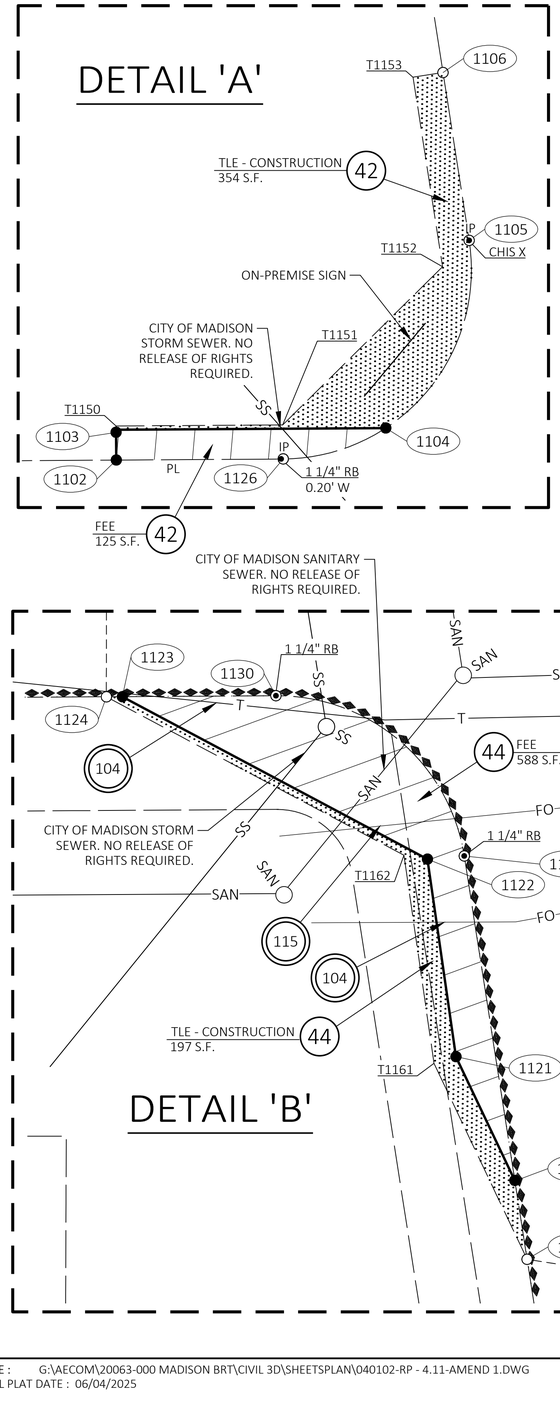
TRANSPORTATION PROJECT PLAT NO: 12777-3 - 4.11 AMENDMENT NO. 1
EXTENSION SHEET

RELOCATION ORDER EAST-WEST BUS RAPID TRANSIT - MINERAL POINT ROAD SEGMENT, W. BELTLINE HIGHWAY TO WHITNEY WAY, DANE COUNTY.

NOTES:

POSITIONS SHOWN ON THIS PLAT ARE WISCONSIN COORDINATE REFERENCE SYSTEM COORDINATES (WISCRS), DANE COUNTY, NAD 83(2007) IN U.S.SURVEY FEET. VALUES SHOWN ARE GRID COORDINATES, GRID BEARINGS AND GRID DISTANCES. GRID DISTANCES MAY BE USED AS GROUND DISTANCES.

SHEET 2 OF 2 FOR COURSE TABLES, STATION OFFSET TABLES AND BLOW UP DETAILS



R/W COURSE TABLE			
FROM POINT	TO POINT	BEARING	DISTANCE
1100	1101	N00° 00' 45"E	60.00'
1101	1102	N89° 38' 37"E	239.74'
1102	1103	N00° 21' 23"W	4.00'
1103	1104	N89° 38' 37"E	35.60'
1104	1105	SEE CURVE NOTE	
1105	1106	N08° 51' 23"W	22.42'
1106	1107	S73° 52' 02"E	134.18'
1107	1108	N89° 38' 37"E	13.53'
1108	1109	S79° 22' 58"E	67.14'
1109	1110	N89° 38' 37"E	10.51'
1110	1111	S00° 21' 23"E	60.00'
1111	1112	S89° 38' 37"W	9.41'
1112	1113	S00° 21' 23"E	60.00'
1113	1114	S89° 38' 37"W	7.63'
1114	1115	S77° 39' 33"W	25.05'
1115	1116	S25° 54' 22"W	40.35'
1116	1117	S04° 58' 32"W	25.47'
1117	1118	S08° 51' 23"E	14.82'
1118	1119	N87° 10' 03"W	122.54'
1119	1120	N08° 51' 23"W	10.53'
1120	1121	N25° 24' 37"W	18.09'
1121	1122	N08° 13' 16"W	26.34'
1122	1123	N61° 58' 12"W	45.62'
1123	1124	S89° 38' 37"W	2.10'
1124	1125	N00° 21' 23"W	60.00'
1125	1100	S89° 38' 37"W	265.19'
1104	1126	SEE CURVE NOTE	
1126	1102	S89° 38' 37"W	22.03'
1109	1127	S89° 38' 37"W	57.63'
1127	1107	SEE CURVE NOTE	
1117	1128	N08° 51' 23"W	38.47'
1128	1129	SEE CURVE NOTE	
1129	1114	N89° 38' 37"E	25.69'
1123	1130	N89° 38' 37"E	20.27'
1130	1131	SEE CURVE NOTE	
1131	1120	S08° 51' 23"E	43.34'

1104-1105
DELTA = 65°38'24" LT
R = 25.00'
LCH = 27.10'
LCB = N23°57'49"E
L = 28.64'

1104-1126
DELTA = 32°51'36" RT
R = 25.00'
LCH = 14.14'
LCB = S73°12'49"W
L = 14.34'

1127-1107
DELTA = 60°44'29" RT
R = 25.00'
LCH = 25.28'
LCB = N59°59'09"W
L = 26.50'

1128-1129
DELTA = 98°30'00" RT
R = 25.00'
LCH = 37.88'
LCB = N40°23'37"E
L = 42.98'

1130-1131
DELTA = 81°30'00" RT
R = 25.00'
LCH = 32.64'
LCB = S49°36'23"E
L = 35.56'

R/W Station & Offset Table				
Point No.	Station	Offset	Y	X
1100	141+29.44MPRW	0.00'	477797.192	797299.648
1101	141+29.83MPRW	60.00' LT	477857.193	797299.661
1102	143+69.56MPRW	60.00' LT	477858.685	797539.393
1103	143+69.56MPRW	64.00' LT	477862.685	797539.368
1104	144+05.16MPRW	64.00' LT	477862.906	797574.963
1105	144+16.32MPRW	88.70' LT	477887.671	797585.970
1106	144+13.01MPRW	110.87' LT	477909.822	797582.518
1107	145+41.67MPRW	72.78' LT	477872.537	797711.419
1108	145+55.20MPRW	72.78' LT	477872.621	797724.944
1109	146+21.11MPRW	60.00' LT	477860.250	797790.938
1110	146+31.62MPRW	60.00' LT	477860.316	797801.444
1111	146+31.62MPRW	0.00'	477800.317	797801.818
1112	146+22.21MPRW	0.00'	477800.258	797792.408
1113	146+22.21MPRW	60.00' RT	477740.259	797792.781
1114	146+14.58MPRW	60.00' RT	477740.212	797785.147
1115	145+90.07MPRW	65.20' RT	477734.858	797760.676
1116	145+72.22MPRW	101.39' RT	477698.562	797743.046
1117	145+69.85MPRW	126.74' RT	477673.192	797740.838
1118	145+72.04MPRW	141.40' RT	477658.549	797743.119
1119	144+49.69MPRW	134.58' RT	477664.605	797620.728
1120	144+48.13MPRW	124.17' RT	477675.009	797619.107
1121	144+40.47MPRW	107.78' RT	477691.347	797611.345
1122	144+36.87MPRW	81.69' RT	477717.418	797607.578
1123	143+96.73MPRW	60.00' RT	477738.856	797567.308
1124	143+94.63MPRW	60.00' RT	477738.843	797565.205
1125	143+94.63MPRW	0.00'	477798.842	797564.832
1126	143+91.59MPRW	60.00' LT	477858.822	797561.424
1127	145+63.48MPRW	60.00' LT	477859.892	797733.308
1128	145+64.16MPRW	88.70' RT	477711.204	797734.915
1129	145+88.89MPRW	60.00' RT	477740.052	797759.461
1130	144+17.00MPRW	60.00' RT	477738.983	797587.576
1131	144+41.73MPRW	81.31' RT	477717.832	797612.434

TLE Station & Offset Table				
Point No.	Station	Offset	Y	X
T1150	143+69.56MPRW	64.50' LT	477863.185	797539.365
T1151	143+91.56MPRW	64.50' LT	477863.322	797561.364
T1152	144+12.79MPRW	85.25' LT	477884.200	797582.462
T1153	144+09.05MPRW	110.28' LT	477909.206	797578.566
T1154	145+54.88MPRW	74.88' LT	477874.717	797724.617
T1155	146+22.21MPRW	62.00' RT	477738.259	797792.794
T1156	146+14.79MPRW	62.00' RT	477738.213	797785.369
T1157	145+91.44MPRW	66.96' RT	477733.112	797762.051
T1158	145+74.17MPRW	101.94' RT	477698.020	797745.007
T1159	145+71.86MPRW	126.69' RT	477673.260	797742.851
T1160	145+74.02MPRW	141.10' RT	477658.857	797745.095
T1161	144+37.56MPRW	108.64' RT	477690.469	797608.441
T1162	144+33.77MPRW	81.15' RT	477717.938	797604.472

TPP NUMBER 12777-3 - 4.11
AMENDMENT NO. 1
SHEET 2 OF 2

FILE NAME : G:\AECOM\20063-000 MADISON BRT\CIVIL 3D\SHEETSPLAN\040102-RP - 4.11-AMEND 1.DWG
APPRAISAL PLAT DATE : 06/04/2025

PLOT DATE :

PLOT BY :

PLOT NAME :

PLOT SCALE : 1 IN:100 FT

12777 - 3 - 4.11 AMEND. NO. 1

TRANSPORTATION PROJECT PLAT NO: 12777-3- 4.02 AMENDMENT NO. 2

THIS AMENDMENT ADDS UTILITY NUMBER 112 AND THE MAPPED LOCATIONS THEREOF WITHIN PARCEL 4 TO TRANSPORTATION PROJECT PLAT 12777-3 - 4.02 RECORDED AS DOCUMENT NUMBER 5904319 AND FILED IN VOLUME 61-088B ON PAGES 513 -514.

THAT PART OF LOT 1 OF CSM 15456 (RECORDED IN VOL. 111 OF CERTIFIED SURVEYS, P. 117, AS DOC. 5616984), PART OF LOT 2 OF WESTWARD WOODS REPLAT, PART OF LOTS 1, 5, 6, 7, 8, AND 9 OF WESTWARD VILLAGE AND PART OF LOT 1 OF CSM 15619 (RECORDED IN VOL. 113 OF CERTIFIED SURVEYS, P. 81, AS DOC. 5696035), LOCATED IN THE SE 1/4 OF THE SW 1/4 OF SECTION 23 AND PART OF LOT 4, HIGHPOINT COMMERCIAL, LOCATED IN THE NE 1/4 OF THE NW 1/4 OF SECTION 26, ALL IN T 7 N, R 8 E, CITY OF MADISON, DANE COUNTY, WISCONSIN.

RELOCATION ORDER EAST-WEST BUS RAPID TRANSIT - MINERAL POINT ROAD SEGMENT, W. BELTLINE HIGHWAY TO WHITNEY WAY, DANE COUNTY.

TO PROPERLY ESTABLISH, LAY OUT, WIDEN, ENLARGE, EXTEND, CONSTRUCT, RECONSTRUCT, IMPROVE, OR MAINTAIN A PORTION OF THE HIGHWAY DESIGNATED ABOVE, THE CITY OF MADISON DEEMS IT NECESSARY TO RELOCATE OR CHANGE SAID HIGHWAY AND ACQUIRE CERTAIN LANDS AND INTERESTS OR RIGHTS IN LANDS FOR THE ABOVE-NAMED PROJECT.

TO EFFECT THIS CHANGE, PURSUANT TO AUTHORITY GRANTED UNDER SUBSECTIONS 62.22, WISCONSIN STATUTES, THE CITY OF MADISON. HEREBY ORDERS THAT:
1. THAT PORTION OF SAID HIGHWAY AS SHOWN ON THIS PLAT IS LAID OUT AND ESTABLISHED TO THE LINES AND WIDTHS AS SO SHOWN FOR THE ABOVE-NAMED PROJECT.
2. THE LANDS OR INTERESTS OR RIGHTS IN LANDS AS SHOWN ON THIS PLAT ARE REQUIRED BY THE CITY OF MADISON FOR THE ABOVE PROJECT AND SHALL BE ACQUIRED IN THE NAME OF THE CITY OF MADISON, PURSUANT TO THE PROVISIONS OF SUBSECTION 62.22, WISCONSIN STATUTES.

NOTES:

POSITIONS SHOWN ON THIS PLAT ARE WISCONSIN COORDINATE REFERENCE SYSTEM COORDINATES (WISCRS), DANE COUNTY, NAD 83(2007) IN U.S.SURVEY FEET. VALUES SHOWN ARE GRID COORDINATES, GRID BEARINGS AND GRID DISTANCES. GRID DISTANCES MAY BE USED AS GROUND DISTANCES.

ALL NEW RIGHT-OF-WAY MONUMENTS ARE TYPE 2 (TYPICALLY 3/4" X 24" REBARS) UNLESS OTHERWISE NOTED, AND WILL BE PLACED PRIOR TO THE COMPLETION OF THE PROJECT.

RIGHT-OF-WAY BOUNDARIES ARE DEFINED WITH COURSES OF THE PERIMETER OF THE HIGHWAY LANDS REFERENCED TO THE U.S. PUBLIC LAND SURVEY SYSTEM OR OTHER "SURVEYS OF PUBLIC RECORD".

PROPERTY LINES SHOWN ON THIS PLAT ARE DRAWN FROM DATA DERIVED FROM MAPS AND DOCUMENTS OF PUBLIC RECORD AND/OR EXISTING OCCUPATIONAL LINES. THIS PLAT MAY NOT BE A TRUE REPRESENTATION OF EXISTING PROPERTY LINES, EXCLUDING RIGHT-OF-WAY LINES, AND SHOULD NOT BE USED AS A SUBSTITUTE FOR AN ACCURATE FIELD SURVEY.

FOR CURRENT ACCESS/DRIVEWAY INFORMATION, CONTACT THE TRAFFIC ENGINEERING UNIT OF THE CITY OF MADISON.

EXISTING ACCESS CONTROL ESTABLISHED FROM WESTWARD WOODS REPLAT, WESTWARD VILLAGE AND HIGHPOINT COMMERCIAL.

FOUND PROPERTY IRONS ARE 3/4" REBAR, UNLESS OTHERWISE NOTED.

FOR ADDITIONAL INFORMATION REFER THE TITLE SHEET, RECORDED AS SHEET 2 OF 4 IN VOLUME 61-088A OF TRANSPORTATION PROJECT PLATS, ON PAGES 509 - 512 AS DOCUMENT NO. 5903206.

SCHEDULE OF LANDS & INTERESTS REQUIRED

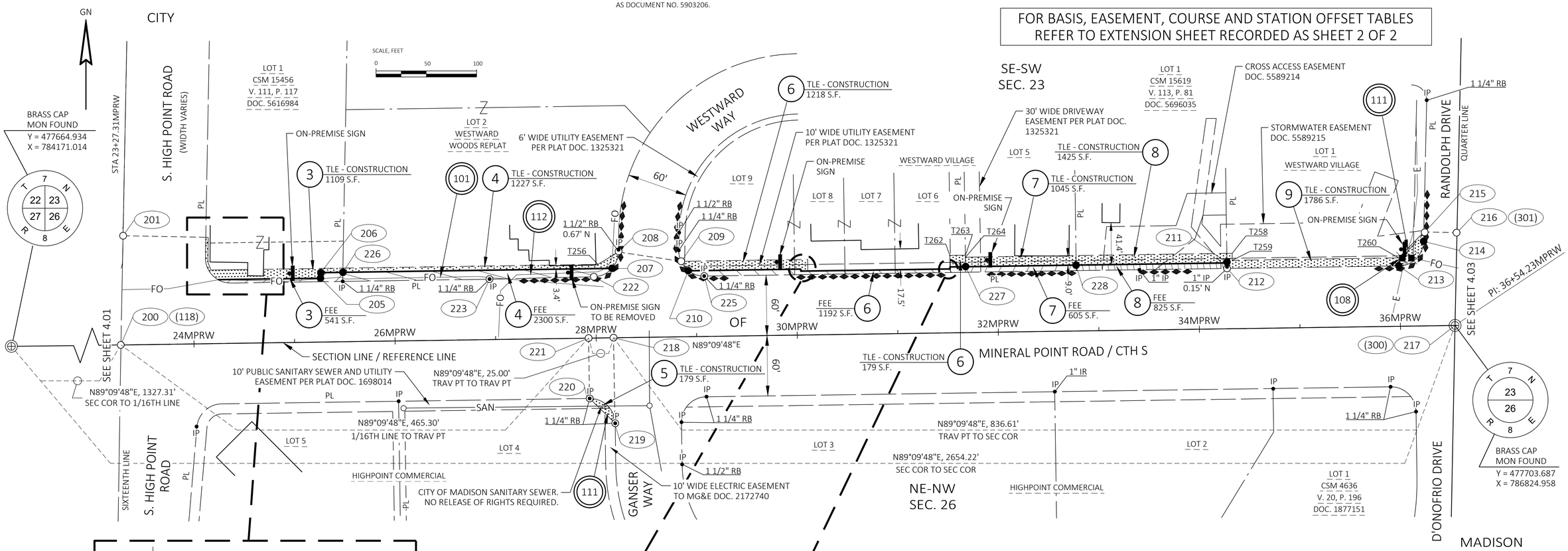
OWNER'S NAMES ARE SHOWN FOR REFERENCE PURPOSES ONLY AND ARE SUBJECT TO CHANGE PRIOR TO THE TRANSFER OF LAND INTERESTS TO THE CITY OF MADISON.

PARCEL NUMBER	OWNER(S)	INTEREST(S) REQUIRED	R/W SF REQUIRED NEW	EXISTING	TOTAL	TLE SF
3	ASSOCIATED BANK, NATIONAL ASSOCIATION	FEE/TLE	541	----	541	1109
4	BANKERS' BANK OF WISCONSIN	FEE/TLE	2300	----	2300	1227
5	DUPACO COMMUNITY CREDIT UNION	TLE	----	----	----	179
6	QUATTRO MADISON, LLC	FEE/TLE	1192	----	1192	1397
7	LEUTHNER PROPERTIES LLC	FEE/TLE	605	----	605	1045
8	KWIK TRIP, INC.	FEE/TLE	825	----	825	1425
9	JR OF MADISON, LLC	TLE	----	----	----	1786

Office of Register of Deeds
Dane County, Wisconsin
Received for Record _____
20_____ at_____ o'clock _____M
and recorded in vol. _____
of_____ on page_____
_____
Register

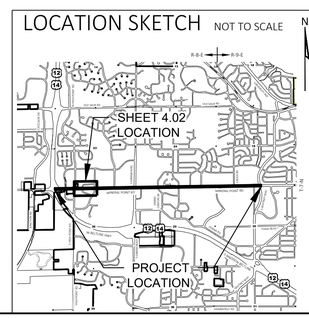
RESERVED FOR REGISTER OF DEEDS
PROJECT NUMBER 12777 - 3 - 4.02
SHEET 1 OF 2
AMENDMENT NO. 2

FOR BASIS, EASEMENT, COURSE AND STATION OFFSET TABLES REFER TO EXTENSION SHEET RECORDED AS SHEET 2 OF 2



LOCATION SKETCH

NOT TO SCALE



APPROVED FOR THE CITY OF MADISON

RELOCATION ORDER APPROVED BY THE COMMON COUNCIL
RES- FILE ID:
DATE: _____
CITY CLERK

RELOCATION ORDER APPROVED BY THE PLANNING COMMISSION
DATE: _____
EXECUTIVE SECRETARY

RELOCATION ORDER APPROVED BY THE BOARD OF PUBLIC WORKS
DATE: _____
EXECUTIVE SECRETARY

KL Engineering
[A] Better Experience

I, TIMOTHY M. HELD, PROFESSIONAL LAND SURVEYOR, HEREBY CERTIFY THAT IN FULL COMPLIANCE WITH THE PROVISIONS OF SECTION 84.095 OF THE WISCONSIN STATUTES AND UNDER THE DIRECTION OF THE CITY OF MADISON, I HAVE SURVEYED AND MAPPED THIS TRANSPORTATION PROJECT PLAT AND SUCH PLAT CORRECTLY REPRESENTS ALL EXTERIOR BOUNDARIES OF THE SURVEYED LAND.

WISCONSIN TIMOTHY M. HELD S-2591 MADISON, WI LAND SURVEYOR

SIGNATURE: _____ DATE: 06/04/2025
PRINT NAME: TIMOTHY M. HELD
REGISTRATION NUMBER: S-2591

FILE NAME : G:\AECOM\20063-000 MADISON BRT\CIVIL 3D\SHEETSPLAN\040102-RP - 4.02-AMEND 2.DWG
APPRAISAL PLAT DATE : 06/04/2025
PLOT DATE :
PLOT BY :
PLOT NAME :
PLOT SCALE : 1 IN:100 FT

_____ 12777 - 3 - 4.02 AMEND. NO. 2

TRANSPORTATION PROJECT PLAT NO: 12777-3 - 4.02 AMENDMENT NO. 2
EXTENSION SHEET

RELOCATION ORDER EAST-WEST BUS RAPID TRANSIT - MINERAL POINT ROAD SEGMENT, W. BELTLINE HIGHWAY TO WHITNEY WAY, DANE COUNTY.

4

4

SHEET 2 OF 2: BASIS, EASEMENT, COURSE AND STATION OFFSET TABLES

R/W COURSE TABLE			
FROM POINT	TO POINT	BEARING	DISTANCE
200	201	N01° 06' 12"E	108.59'
201	202	S88° 53' 48"E	82.28'
202	203	S01° 02' 47"W	19.93'
203	204	SEE CURVE NOTE	
204	205	N89° 09' 48"E	102.20'
205	206	N00° 50' 12"W	5.50'
206	226	N89° 09' 48"E	22.02'
226	207	N89° 09' 48"E	267.74'
207	208	SEE CURVE NOTE	
208	209	S81° 34' 18"E	62.95'
209	210	SEE CURVE NOTE	
210	229	N89° 09' 48"E	111.67'
229	230	S00° 50' 12"E	2.00'
230	231	N89° 09' 48"E	148.45'
231	232	N00° 50' 12"W	2.00'
232	227	N89° 09' 48"E	15.52'
227	228	N89° 09' 48"E	110.00'
228	211	N89° 09' 48"E	150.00'
211	212	S00° 50' 32"E	5.50'
212	213	N89° 09' 48"E	170.89'
213	214	SEE CURVE NOTE	
214	215	N01° 14' 08"E	9.31'
215	216	S88° 45' 29"E	33.00'
216	217	S01° 14' 31"W	92.26'
217	218	S89° 09' 48"W	836.61'
218	219	S00° 50' 12"E	85.00'
219	220	SEE CURVE NOTE	
220	221	N00° 50' 12"W	60.00'
221	200	S89° 09' 48"W	465.30'
207	222	SEE CURVE NOTE	
222	223	S88° 38' 54"W	103.79'
223	224	S89° 09' 48"W	257.24'
224	204	SEE CURVE NOTE	
212	225	S89° 09' 48"W	520.00'
225	210	SEE CURVE NOTE	

203-204
DELTA = 61°11'59" RT
R = 25.00'
LCH = 25.45'
LCB = S29°33'12"E
L = 26.70'

207-208
DELTA = 40°48'11" LT
R = 25.00'
LCH = 17.43'
LCB = N21°23'35"E
L = 17.80'

209-210
DELTA = 27°40'57" LT
R = 25.00'
LCH = 11.96'
LCB = S38°15'21"E
L = 12.08'

213-214
DELTA = 87°55'41" LT
R = 25.00'
LCH = 34.71'
LCB = N45°11'58"E
L = 38.37'

219-220
DELTA = 90°00'00" LT
R = 25.00'
LCH = 35.36'
LCB = N45°50'12"W
L = 39.27'

207-222
DELTA = 45°51'14" RT
R = 25.00'
LCH = 19.88'
LCB = S65°13'18"W
L = 20.44'

224-204
DELTA = 30°41'00" RT
R = 25.00'
LCH = 13.23'
LCB = S75°29'42"W
L = 13.39'

225-210
DELTA = 38°44'22" RT
R = 25.00'
LCH = 16.58'
LCB = N71°28'01"W
L = 16.90'

R/W Station & Offset Table				
Point No.	Station	Offset	Y	X
200	23+27.31MPRW	0.00' RT	477684.313	785498.187
201	23+30.99MPRW	108.53' LT	477792.881	785500.278
202	24+13.22MPRW	105.74' LT	477791.296	785582.543
203	24+12.57MPRW	85.82' LT	477771.371	785582.179
204	24+24.80MPRW	63.50' LT	477749.230	785594.733
205	25+27.00MPRW	63.50' LT	477750.722	785696.924
206	25+27.00MPRW	69.00' LT	477756.222	785696.844
207	28+16.75MPRW	69.00' LT	477760.452	785986.567
208	28+23.35MPRW	85.13' LT	477776.681	785992.925
209	28+85.47MPRW	75.00' LT	477767.455	786055.192
210	28+92.74MPRW	65.50' LT	477758.062	786062.599
211	34+28.39MPRW	65.50' LT	477765.883	786598.187
212	34+28.39MPRW	60.00' LT	477760.383	786598.268
213	35+99.28MPRW	60.00' LT	477762.878	786769.140
214	36+24.26MPRW	84.10' LT	477787.337	786793.769
215	36+24.60MPRW	93.40' LT	477796.643	786793.970
216	36+57.55MPRW	92.20' LT	477795.927	786826.958
217	36+54.23MPRW	0.00' RT	477703.687	786824.958
218	28+17.62MPRW	0.00' RT	477691.472	785988.439
219	28+17.62MPRW	85.00' RT	477606.481	785989.680
220	27+92.62MPRW	60.00' RT	477631.114	785964.318
221	27+92.62MPRW	0.00' RT	477691.107	785963.442
222	27+98.59MPRW	60.93' LT	477752.121	785968.518
223	26+94.80MPRW	60.00' LT	477749.672	785864.753
224	24+37.56MPRW	60.00' LT	477745.917	785607.540
225	29+08.39MPRW	60.00' LT	477752.791	786078.322
226	25+49.02MPRW	69.00' LT	477756.543	785718.857
227	31+68.39MPRW	65.50' LT	477762.087	786338.215
228	32+78.39MPRW	65.50' LT	477763.693	786448.203
229	30+04.41MPRW	65.50' LT	477759.692	786174.256
230	30+04.41MPRW	63.50' LT	477757.693	786174.285
231	31+52.86MPRW	63.50' LT	477759.860	786322.722
232	31+52.86MPRW	65.50' LT	477761.860	786322.693

TLE Station & Offset Table				
Point No.	Station	Offset	Y	X
T251	24+15.72MPRW	105.66' LT	477791.250	785585.043
T252	24+14.92MPRW	81.17' LT	477766.754	785584.595
T253	24+17.86MPRW	73.15' LT	477758.778	785587.652
T254	24+54.26MPRW	73.15' LT	477759.309	785624.049
T255	24+70.16MPRW	73.15' LT	477759.541	785639.954
T256	28+02.82MPRW	73.15' LT	477764.398	785972.573
T258	34+33.77MPRW	75.00' LT	477775.460	786603.432
T259	34+33.68MPRW	68.00' LT	477768.460	786603.437
T260	35+99.23MPRW	68.00' LT	477770.877	786768.977
T261	31+52.86MPRW	63.75' LT	477760.110	786322.719
T262	31+52.86MPRW	77.00' LT	477773.359	786322.525
T263	31+68.39MPRW	77.00' LT	477773.585	786338.046
T264	31+68.39MPRW	75.00' LT	477771.586	786338.075
T265	24+54.25MPRW	67.00' LT	477753.160	785624.132
T266	24+70.16MPRW	66.47' LT	477752.866	785640.043
T267	30+11.41MPRW	75.00' LT	477769.294	786181.116
T268	30+11.41MPRW	63.75' LT	477758.045	786181.280

HIGHWAY	BASIS OF EXISTING R/W
MINERAL POINT ROAD / CTH S	PREVIOUS R/W PROJECTS 1202, 0840002, WESTWARD WOODS REPLAT, WESTWARD VILLAGE , CSM 15456, CSM 4636
WESTWARD WAY	WESTWARD WOODS REPLAT, WESTWARD VILLAGE
RANDOLPH DRIVE	WESTWARD VILLAGE
S. HIGHPOINT ROAD	HIGHPOINT COMMERCIAL, CSM 15456

EASEMENT TABLE			
UTILITY NUMBER	OWNER	RECORDING INFORMATION	LOCATED IN R/W PARCEL NO.
101	VERIZON/MCI	NO EASEMENT OF RECORD	3,4
103	MG&E - ELECTRIC	DOC. 1698014 & DOC. 2172740	5
108	TDS METROCOM	DOC. 1325321	9
110	CITY OF MADISON	DOC. 5589215	9
111	ALLIANT ENERGY	DOC. 1325321	9
112	WIN TECHNOLOGIES	NO EASEMENT OF RECORD	4

UTILITY INTERESTS REQUIRED		
UTILITY NUMBER	UTILITY OWNER(S)	INTEREST REQUIRED
101	VERIZON/MCI	RELEASE OF RIGHTS
103	MG&E - ELECTRIC	RELEASE OF RIGHTS
108	TDS METROCOM	RELEASE OF RIGHTS
110	CITY OF MADISON	NO RELEASE OF RIGHTS REQUIRED
111	ALLIANT ENERGY	RELEASE OF RIGHTS
112	WIN TECHNOLOGIES	RELEASE OF RIGHTS

TPP NUMBER 12777-3 - 4.02
AMENDMENT NO. 2
SHEET 2 OF 2

FILE NAME : G:\AECOM\20063-000 MADISON BRT\CIVIL 3D\SHEETSPLAN\040102-RP - 4.02-AMEND 2.DWG
APPRAISAL PLAT DATE : 06/04/2025

PLOT DATE : PLOT BY : PLOT NAME : PLOT SCALE : ##########

City of Madison

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

Master

File Number: 89010

File ID:	89010	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	BOARD OF PUBLIC WORKS
				File Created Date :	07/07/2025
File Name:	Approving plans and specifications and authorizing the Board of Public Works to advertise and receive bids for 346 E. Lakeside St. Demolition.			**Final Action:**	

Title: Approving plans and specifications and authorizing the Board of Public Works to advertise and receive bids for 346 E. Lakeside St. Demolition. (District 13)

Notes: Izzy Wilde

		CC Agenda Date:	08/05/2025
		Agenda Number:	34.
Sponsors:	BOARD OF PUBLIC WORKS	**Effective Date:**	
Attachments:	346 E Lakeside Demolition - IW.pdf	**Enactment Number:**	
Author:	Jim Wolfe, City Engineer	**Hearing Date:**	
Entered by:	jjohnson@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	7/22/2025	Robert Mulcahy	Approve	7/24/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	07/07/2025	Refer	BOARD OF PUBLIC WORKS		07/16/2025	
	Action Text: This Resolution was Refer to the BOARD OF PUBLIC WORKS						
1	BOARD OF PUBLIC WORKS	07/16/2025	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass
	Action Text: A motion was made by Ald. Guequierre, seconded by Williams, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.						

Text of Legislative File 89010

Fiscal Note

The proposed resolution approves plans and specifications and authorizes the Board of Public Works to advertise and receive bids for the 346 E. Lakeside St. Demolition. The total estimated cost of the project is $65,000. Funding is available in Munis #14940. No additional appropriation is required.

Title

Approving plans and specifications and authorizing the Board of Public Works to advertise and receive bids for 346 E. Lakeside St. Demolition. (District 13)

Body

BE IT RESOLVED,

1) That the plans and specifications for 346 E. Lakeside St. Demolition 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.



City of Madison
Department of Public Works
PARKS DIVISION

330 E Lakeside St.
Madison, WI 53715

play MADISON PARKS

Graphical Scale
0 30

N

PROJECT:

346 E LAKESIDE ST
DEMOLITION

PROJECT ADDRESS:

OLIN PARK
346 E LAKESIDE ST

Although every effort has been made in preparing these plans and checking them for accuracy, the contractor and subcontractors must check all details and dimensions of their trade and be responsible for the same.

ITEM	DATE
DRAWN BY: IW	*07-07-2025*

PUBLIC WORKS PROJECT #:

SHEET TITLE:

EXISTING CONDITONS

SHEET NUMBER:

1.0

M:\Maps\parks\OlinTurville\346 E Lakeside Demo\346 E Lakeside Demolition - IW.dwg



City of Madison
Department of Public Works
PARKS DIVISION
330 E Lakeside St.
Madison, WI 53715

play MADISON PARKS

Graphical Scale
0 30

N

PROJECT:

346 E LAKESIDE ST DEMOLITION

PROJECT ADDRESS:

OLIN PARK
346 E LAKESIDE ST

Although every effort has been made in preparing these plans and checking them for accuracy, the contractor and subcontractors must check all details and dimensions of their trade and be responsible for the same.

ITEM	DATE
DRAWN BY: IW	*07-07-2025*

PUBLIC WORKS PROJECT #:

SHEET TITLE:

DEMOLITION PLAN

SHEET NUMBER:

2.0

M:\Maps\parks\OlinTurville\346 E Lakeside Demo\346 E Lakeside Demolition - IW.dwg



NOTE: ALL DISTURBED AREAS WILL BE REPLACED WITH TOPSOIL, SEED, AND MULCH UNLESS SPECIFIED OTHERWISE. THE PROPOSED AREA OF DISTURBANCE IS APPROX. 3,900 SQ. FT.

NOTE: THE SITE WILL BE RESTORED WITH A -2% SLOPE TOWARDS THE LAKE.

City of Madison
Department of Public Works
PARKS DIVISION
330 E Lakeside St.
Madison, WI 53715

play MADISON PARKS

Graphical Scale
0 30

N

PROJECT:

346 E LAKESIDE ST DEMOLITION

PROJECT ADDRESS:

OLIN PARK
346 E LAKESIDE ST

Although every effort has been made in preparing these plans and checking them for accuracy, the contractor and subcontractors must check all details and dimensions of their trade and be responsible for the same.

ITEM	DATE
DRAWN BY: IW	*07-07-2025*

PUBLIC WORKS PROJECT #:

SHEET TITLE:

RESTORATION PLAN

SHEET NUMBER:

3.0

M:\Maps\parks\OlinTurville\346 E Lakeside Demo\346 E Lakeside Demolition - IW.dwg

City of Madison

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

Master

File Number: 89011

File ID:	89011	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	BOARD OF PUBLIC WORKS
				File Created Date :	07/07/2025
File Name:	Approving Addendum No. 1 to Two Points Crossing CSM, Contract No. 8517			**Final Action:**	

Title: Approving Addendum No. 1 to Two Points Crossing CSM, Contract No. 8517 (District 1)

Notes: Kate Kane

		CC Agenda Date:	08/05/2025
		Agenda Number:	35.
Sponsors:	BOARD OF PUBLIC WORKS	**Effective Date:**	
Attachments:	8517 Exhibit.pdf, 8517_Addendum_No1.pdf	**Enactment Number:**	
Author:	Jim Wolfe, City Engineer	**Hearing Date:**	
Entered by:	jjohnson@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	7/22/2025	Robert Mulcahy	Approve	7/24/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	07/07/2025	Refer	BOARD OF PUBLIC WORKS		07/16/2025	
	Action Text: This Resolution was Refer to the BOARD OF PUBLIC WORKS						
1	BOARD OF PUBLIC WORKS	07/16/2025	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass
	Action Text: A motion was made by Ald. Guequierre, seconded by Williams, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.						

Text of Legislative File 89011

Fiscal Note

No City Funds required. Private Contract

Title

Approving Addendum No. 1 to Two Points Crossing CSM, Contract No. 8517 (District 1)

Body

WHEREAS, on OCTOBER 6, 2020, the developer, Welton Family Limited Partnership, hereinafter the "Developer" had entered into a *Contract For the Construction of Public Improvements that will be Accepted by the City of Madison* hereinafter the "Contract" with the City of Madison, and;

WHEREAS, the Developer and the City have since mutually agreed to extend the contract completion time to twenty-eight (28) months from the date this addendum is executed.

NOW, THEREFORE, BE IT RESOLVE:

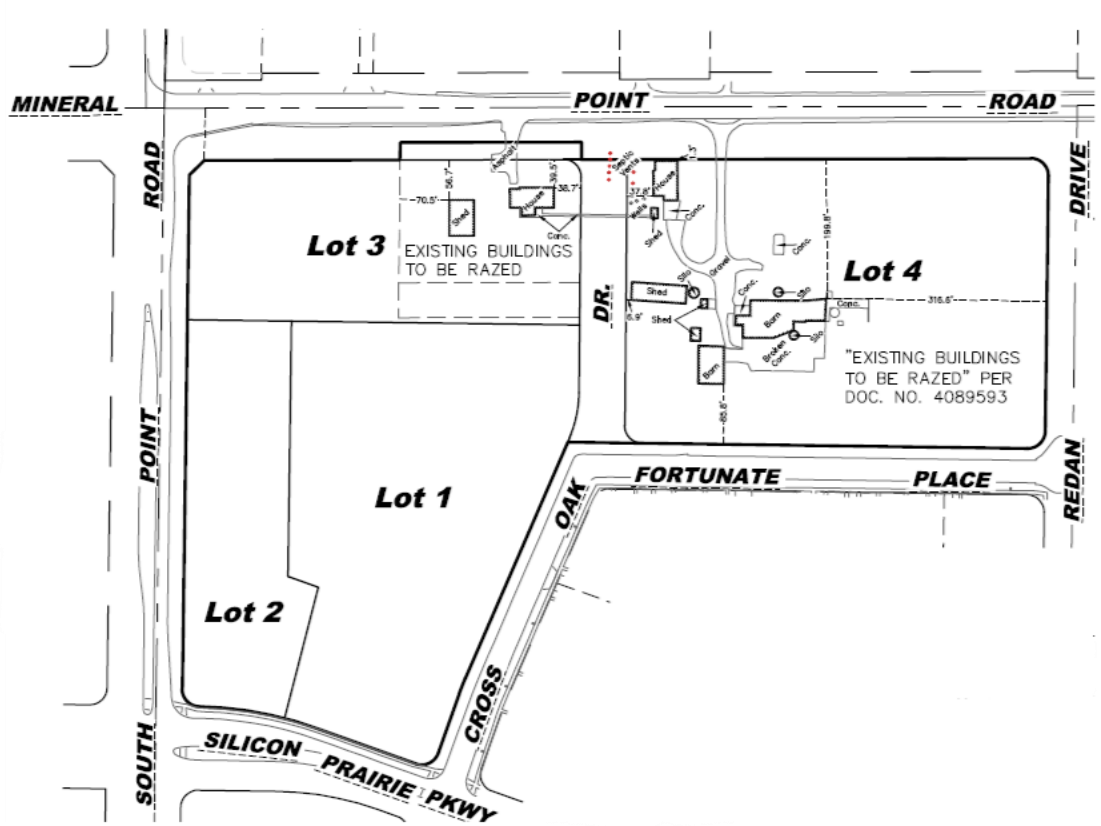
1. That the Mayor and City Clerk are hereby authorized and directed to execute Addendum No. 1 to Two Points Crossing CSM, Contract No. 8517, with Welton Family Limited Partnership.

2. 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.

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.

4. 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.

TWO POINT CROSSING CSM
(9301-9317 Mineral Point Road and 9450 Silicon Prairie Parkway)
Contract 8517



Improvements to Lots 1-3

*Public Sidewalk Installation
- South Point Rd (adj. to Lots 2 and 3)
- Silicon Prairie Pkwy (adj. to Lots 1 and 2)
- Cross Oak Dr (adj. to Lot 1)

*Utility connections

*Ingress/egress to development including tapers and installation of island at Mineral Pt. Rd/Cross Oak Dr. to allow for Right-in/Right-out/Left-in access (Left-outs will be prohibited)

*Multi-use path (10' in width) along Mineral Point Rd (adj. to Lot 3)

*Complete street construction of new Cross Oak Dr. between Mineral Pt. Rd and Fortunate Place

-66' Right of Way dedication
Street = 36' face to face
Public sidewalks = 5'each side of street
Terrace = 9' each side of street
1' behind walk to property line each side of street

Addendum No. 1: Extend contract timeframe by twenty-eight (28) months; all other plan requirements remain

ADDENDUM NO. 1

CONTRACT FOR THE CONSTRUCTION OF PUBLIC IMPROVEMENTS
TO BE ACCEPTED BY THE CITY OF MADISON
CONTRACT DATE: OCTOBER 6, 2020
TWO POINTS CROSSING CSM
CONTRACT NO. 8517
PROJECT NO. 12567

THIS ADDENDUM NO.1, made and entered into this ____day of_____, 2025, by and between Welton Family Limited Partnership, of Madison, Wisconsin, hereinafter the "Developer", and the City of Madison, hereinafter the "City", a municipal corporation located in Dane County, Wisconsin.

Said contract is hereby amended as follows:

Page 6, SECTION 1 - GENERAL CONDITIONS, remove and replace the following section:

I. All work specified herein shall be completed within Eighteen (18) months from the date of this agreement by the Developer.

With the following section:

I. All work specified herein shall be completed within twenty-eight (28) months from the date of this Addendum No. 1 to the agreement.

All other terms and conditions of said contract remain unchanged.

IN WITNESS WHEREOF, the parties hereto have set their hand(s) at Madison, Wisconsin.

WELTON FAMILY LIMITED PARTNERSHIP

BY:_____ (signature) Date

_____ (print name and title of person signing)

BY:_____ (signature) Date

_____ (print name and title of person signing)

CITY OF MADISON, WISCONSIN

BY:_____
Satya Rhodes-Conway, Mayor

Date

APPROVED AS TO FORM:

BY:_____
Michael Haas, City Attorney Date

BY:_____
Michael Haas, Acting City Clerk Date

APPROVED:

BY:_____
Eric T. Veum, Risk Manager Date

COUNTERSIGNED:

BY:_____
David Schmiedicke, Finance Director Date

City of Madison

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

Master

File Number: 89012

File ID:	89012	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	BOARD OF PUBLIC WORKS
				File Created Date :	07/07/2025
File Name:	Awarding Public Works Contract No. 8784, E Main Street and South Hancock Street Assessment District - 2025			**Final Action:**	

Title: Awarding Public Works Contract No. 8784, E Main Street and South Hancock Street Assessment District - 2025 (District 4 and District 6)

Notes: Emma Almy

		CC Agenda Date:	08/05/2025
		Agenda Number:	36.
Sponsors:	BOARD OF PUBLIC WORKS	**Effective Date:**	
Attachments:	8784 bid opening.pdf, 8784 award.pdf	**Enactment Number:**	
Author:	Jim Wolfe, City Engineer	**Hearing Date:**	
Entered by:	jjohnson@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	7/22/2025	Robert Mulcahy	Approve	7/24/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	07/07/2025	Refer	BOARD OF PUBLIC WORKS		07/16/2025	
	Action Text: This Resolution was Refer to the BOARD OF PUBLIC WORKS						
1	BOARD OF PUBLIC WORKS	07/16/2025	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass
	Action Text: A motion was made by Ald. Guequierre, seconded by Williams, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.						

Text of Legislative File 89012

Fiscal Note

The proposed resolution authorizes awarding the contract for the E Main Street and South Hancock Street Assessment District - 2025 at a total estimated cost of $5,353,560.01, including contingency. Funding for the project is available in Munis #15125. No additional appropriation is required.

Title

Awarding Public Works Contract No. 8784, E Main Street and South Hancock Street Assessment District - 2025 (District 4 and District 6)

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. 8784) for itemization of bids.

E MAIN STREET AND SOUTH HANCOCK STREET ASSESSMENT DISTRICT - 2025
CONTRACT NO. 8784
DATE: 6/25/25
PREQUALIFICATION: 275, 310

CONTRACTORS	TOTAL BID	PREQUALIFICATION STATUS
R. G. Huston Co., Inc.	$4,957,000.00	OK
Engineering Estimate	$5,178,980.00	
INTEGRITY GRADING & EXCAVATING, INC.	$5,702,215.19	OK
Speedway Sand & Gravel, Inc.	$5,780,664.30	OK
Capitol Underground, Inc.	$5,960,140.47	OK

CONTRACT NO. 8784
E Main Street and South Hancock Street Assessment District - 2025

R. G. Huston Co., Inc.

CONTRACT AWARD	**$ 4,957,000.00**
MAX CONTINGENCY (8%)	*$ 396,560.01*
STREET: 15125-402-170: 54410 (91396)	1,692,893.59
ACCT. CONTINGENCY 8%	135,431.49
ACCT. SUBTOTAL	1,828,325.08
STREET-STORM: 15125-402-174: 54445 (91345)	176,417.00
ACCT. CONTINGENCY 8%	14,113.36
ACCT. SUBTOTAL	190,530.36
STREET LIGHTING: 15125-402-177: 54435 (91232)	231,770.00
ACCT. CONTINGENCY 8%	18,541.60
ACCT. SUBTOTAL	250,311.60
FIBER: 15125-402-178: 54320 (96218)	74,600.00
ACCT. CONTINGENCY 8%	5,968.00
ACCT. SUBTOTAL	80,568.00
SANITARY SEWER: 15125-83-173: 54445 (91345)	1,205,766.94
ACCT. CONTINGENCY 8%	96,461.36
ACCT. SUBTOTAL	1,302,228.30
STORMWATER: 15125-84-174: 54445 (91345)	416,493.97
ACCT. CONTINGENCY 8%	33,319.52
ACCT. SUBTOTAL	449,813.49
STORM TERR RG: 15125-84-174-84100: 54445 (91345)	5,431.50
ACCT. CONTINGENCY 8%	434.52
ACCT. SUBTOTAL	5,866.02
WATER: 15125-86-179: 54445 (91360)	1,153,627.00
ACCT. CONTINGENCY 8%	92,290.16
ACCT. SUBTOTAL	1,245,917.16
GRAND TOTAL INCL. CONTINGENCY	**$ 5,353,560.01**

City of Madison

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

Master

File Number: 89015

File ID:	89015	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	BOARD OF PUBLIC WORKS
				File Created Date :	07/07/2025
File Name:	Approving plans and specifications and authorizing the Board of Public Works to advertise and receive bids for Stricker Pond Forebay Dredging.			**Final Action:**	

Title: Approving plans and specifications and authorizing the Board of Public Works to advertise and receive bids for Stricker Pond Forebay Dredging. (District 19)

Notes: Sarah Lerner

		CC Agenda Date:	08/05/2025
		Agenda Number:	37.
Sponsors:	John P. Guequierre	**Effective Date:**	
Attachments:	15697 - Sheet Set.pdf	**Enactment Number:**	
Author:	Jim Wolfe, City Engineer	**Hearing Date:**	
Entered by:	jjohnson@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	7/22/2025	Robert Mulcahy	Delegated	
1	2	7/22/2025	Khadidiatou Dia	Approve	7/28/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	07/07/2025	Refer	BOARD OF PUBLIC WORKS		07/16/2025	
	Action Text: This Resolution was Refer to the BOARD OF PUBLIC WORKS						
1	BOARD OF PUBLIC WORKS	07/16/2025	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass
	Action Text: A motion was made by Ald. Guequierre, seconded by Williams, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.						

Text of Legislative File 89015

Fiscal Note

The proposed resolution approves plans and specifications and authorizes the Board of Public Works to advertise and receive bids for Stricker Pond Forebay Dredging. The project will take place over two years in 2025/2026 with a total estimated cost of $475,000 ($220,000 in 2025 and $255,000 in 2026). The 2025 portion of the funding is available in the 2025 Adopted Stormwater Operating Budget (Munis #15697 - $110,000) and the 2025 Adopted Stormwater Capital Budget (Munis #15468 - $110,000). Funding for 2026 is included in the 2026 Stormwater Operating Budget request. No additional appropriation is required.

Title

Approving plans and specifications and authorizing the Board of Public Works to advertise and receive bids for Stricker Pond Forebay Dredging. (District 19)

Body

1) That the plans and specifications for Stricker Pond Forebay Dredging, 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 accept dedication of lands and/or easements from the Developer/Owner for public improvements located outside of existing public fee title or easement right-of-ways.

Madison, Wisconsin

CITY OF MADISON
CITY ENGINEERING DIVISION
DEPARTMENT OF PUBLIC WORKS
PLAN OF PROPOSED IMPROVEMENT
STRICKER POND FOREBAY DREDGING

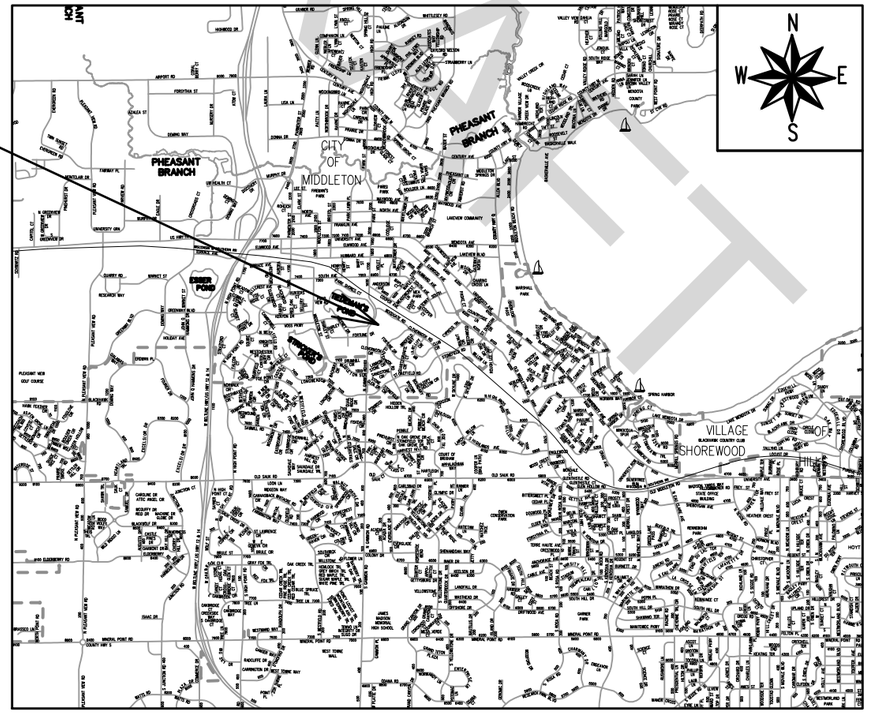
INDEX OF SHEETS

SHEET NO.	D-1 TO D-2	DETAILS
SHEET NO.	EX-1	EXISTING CONDITIONS
SHEET NO.	S-1	SITE PLAN
SHEET NO.	GR-1	GRADING & EROSION CONTROL PLAN
SHEET NO.	U-1 TO U-4	UTILITY PLANS
SHEET NO.	X-1 TO X-3	CROSS SECTIONS

DRAFT

CITY PROJECT NO. 15697
CONTRACT NO. 9657

PROJECT LOCATION



PUBLIC IMPROVEMENT PROJECT APPROVED

APPROVED DATE

BY THE COMMON COUNCIL OF MADISON, WISCONSIN

PUBLIC IMPROVEMENT DESIGN APPROVED BY:

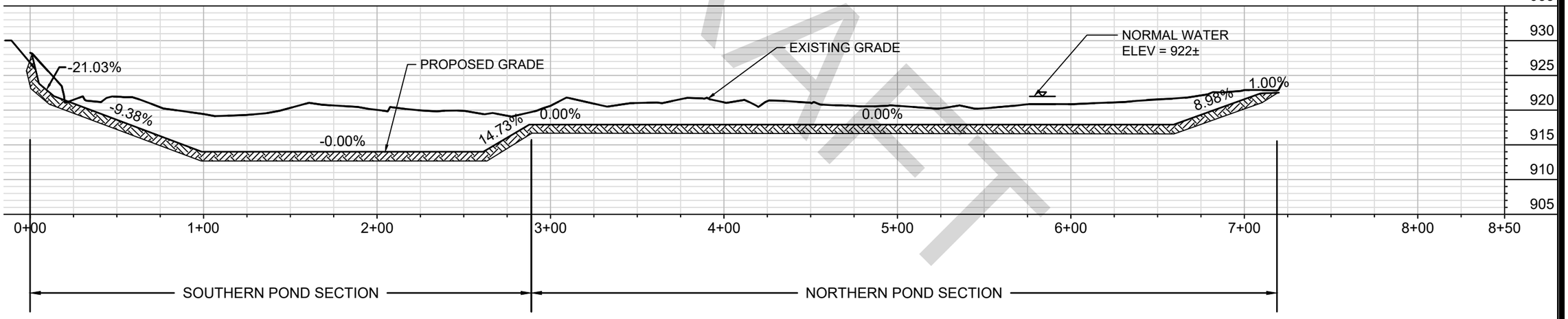
City Engineer — Date

POND DREDGING DESIGNED BY::

STORM SEWER DESIGNED BY:

PLOT SCALE: 1:1_XREF
REV. DATE: 6/24/2025 1:30 PM
PLOT NAME: ---
ORIGINATOR: CITY_OF_MADISON

FILE NAME: M:\DESIGN\Projects\15697\CAD\Storm\MSN TITLE SHEET.dwg
DATE: 7/8/2025 1:00 PM



PROFILE VIEW OF POND FROM 0+00 - 8+50

DRAFT

MARK	REVISION	DATE	BY
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Designed By: SCL | Date: 7/8/2025 1:00 PM | Scale: 1:80

15697

MADISON, WI

CONTRACT NO: 9657

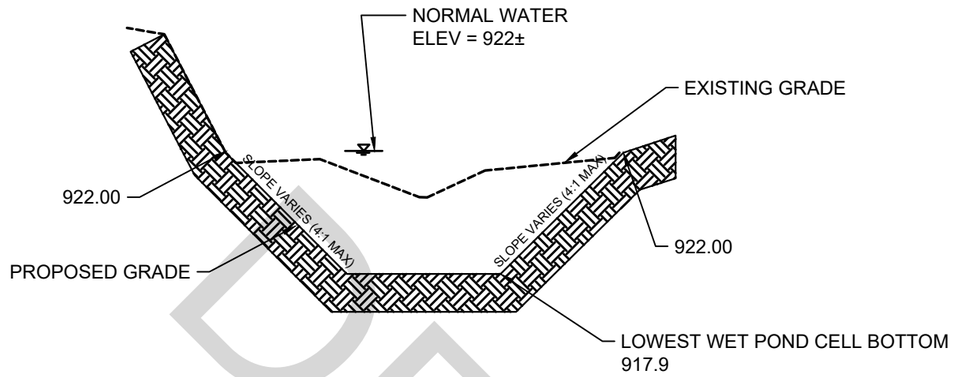
DETAILS

STRICKER POND FOREBAY DREDGING

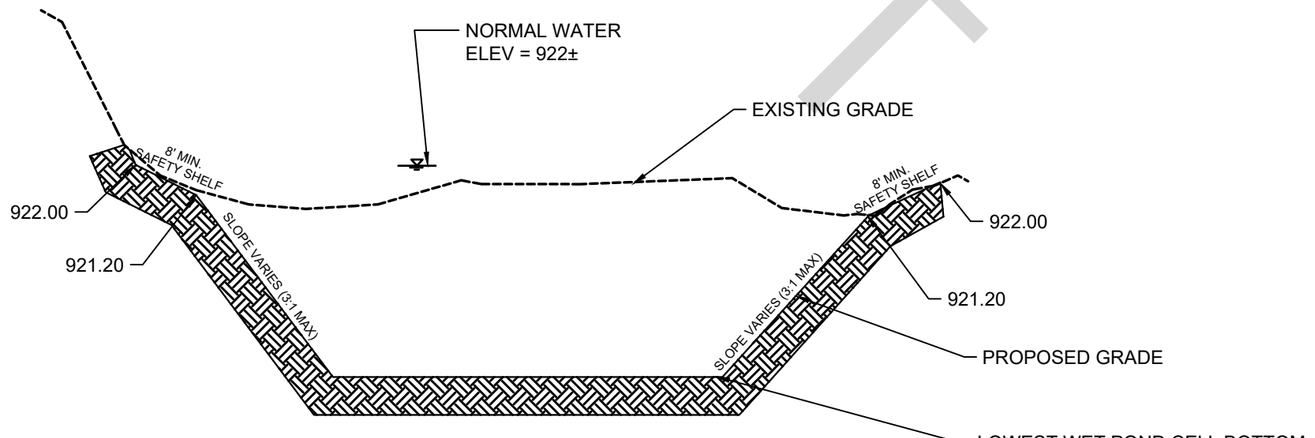
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15697

D-1



TYPICAL SECTION VIEW OF NORTHERN SECTION OF POND
(SECTION VARIES IN THE FIELD)
PROFILE VIEW



TYPICAL SECTION VIEW OF SOUTHERN SECTION OF POND
(SECTION VARIES IN THE FIELD)
PROFILE VIEW

DRAFT

MARK	REVISION	DATE	BY
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Designed By: SCL
Date: 7/8/2025 1:00 PM
Scale: 1:80

15697

MADISON, WI

CONTRACT NO: 9657

DETAILS

STRICKER POND FOREBAY DREDGING

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15697

D-2

EX-1

29"X45" HERCP
I.E. 920.96

29"X45" HERCP
I.E. 921.31

EDGE OF RETAINING
WALL

EX. WATER AT TIME OF
SURVEY (early April)
~ 921.7 EL

CP MAG #1
CONTROL POINT
N=486581.0360
E=788122.0460
ELEV = 927.15'

EX. RIPRAP

BOTTOM OF LOWER
FOREBAY RANGES FROM
~919 TO ~921

18" RCP
I.E. 922.80

I.E. 921.43

EX. SANITARY

STRICKERS POND

I.E. 920.84

EX. WATER

CITY OF MADISON PARKS
1126 MIDDLETON STREET
MADISON, WI

KESTLE, CATHERINE
7310 LONGMEADOW RD
MADISON, WI

29"X45" HERCP
I.E. 921.05

EX. TREE, TYP.

EX. RIPRAP

36" RCP
I.E. 923.82

I.E. 923.23

EX BIKE PATH

MIDDLETON ST

FENCED VOLUNTEER
GARDEN

60" RCP
I.E. 921.07

HELMBERGER, PETER
1122 MIDDLETON ST
MADISON, WI

EX. WATER

EX. WATER AT TIME
OF SURVEY

CPP4 #19066
CONTROL POINT
N=486676.7180
E=788423.0130
ELEV = 929.10'

SPERL, SCOTT
6 BACKBAY CIR
MADISON, WI

LONGMEADOW ROAD

30" RCP
I.E. 923.30

MIS /RAINGAUBERECORDER

TOP PIPE=926.34

EX. EASEMENT

EX. SANITARY

EX. PARK SIGN

EX. RIPRAP

EX. GRAVEL ACCESS PATH

EX. TREE/SHRUB

EX. STORM
60 IN RCP

LUETKE, SUZANNE M
10 BACKBAY CIR
MADISON, WI

PROPERTY LINE

EX. SANITARY

BRUHAN, KARL
7210 LONGMEADOW RD
MADISON, WI

LEWIS, MARILYN
14 BACKBAY CIR
MADISON, WI

DRAFT

MARK	REVISION	DATE	BY
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Designed By: SCL | Date: 7/8/2025 1:00 PM | Scale: 1:60 | EX-1

15697

MADISON, WI

CONTRACT NO: 9657

EXISTING SITE PLAN

STRICKER POND FOREBAY DREDGING

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15697

EX-1

NOTES:
1.) SEE UTILITY PLANS FOR PROPOSED STORM STRUCTURES AND STORM SCHEDULE.

SAWCUT, REMOVE, AND REPLACE SIDEWALK REQUIRED FOR STORM SEWER REMOVAL AND INSTALLATION. PAID AS BID ITEM 30301 - 5" CONCRETE SIDEWALK

INSTALL 3' DEEP, 5' WIDE BY 5' LONG W/ RIPRAP W/ FILTER FABRIC PER SDD 5.4.4

SAWCUT, REMOVE, AND REPLACE ANY CURB & GUTTER REQUIRED FOR STORM SEWER REMOVAL AND INSTALLATION. (INCIDENTAL TO 6'X6' CATCHBASIN INSTALLATION)

UTILITY TRENCH PATCH TYPE III

PC STA 6+51.40

PT STA 6+90.99

EP STA 7+22.31

EXISTING WATER AT TIME OF SURVEY

CROSS SECTION ALIGNMENT: SEE CROSS SECTION SHEETS AND GRADING PLAN FOR PROPOSED GRADING

STRICKERS POND

EX. WATER

CITY OF MADISON PARKS
1126 MIDDLETON STREET
MADISON, WI

KESTLE, CATHERINE
7310 LONGMEADOW RD
MADISON, WI

EX BIKE PATH

PC STA 2+88.08

PT STA 3+03.63

PT STA 2+32.57

BP STA 0+00.00

PC STA 0+11.94

PT STA 4+87.96

PC STA 4+59.43

PT STA 5+56.63

PC STA 5+45.72

PT STA 3+94.99

PC STA 3+80.16

INSTALL 3' DEEP, 7' WIDE BY 7.5' LONG RIPRAP PER SDD 5.4.4

UTILITY TRENCH PATCH TYPE III

PT STA 0+82.47

PC STA 1+91.62

EX. WATER

LONGMEADOW ROAD

CONSTRUCTION FENCE

INSTALL 3' DEEP, 7' WIDE BY 7.5' LONG RIPRAP PER SDD 5.4.4

SAWCUT, REMOVE, AND REPLACE SIDEWALK REQUIRED FOR STORM SEWER REMOVAL AND INSTALLATION. REMOVE CONCRETE FLUME. ONCE TERRACE INLET IS INSTALLED REPLACE FUME FROM BACK OF INLET TO EDGE OF SIDEWALK. PAID AS BID ITEM 30302 - 5" CONCRETE SIDEWALK

SAWCUT, REMOVE, AND REPLACE ANY CURB & GUTTER REQUIRED FOR STORM SEWER REMOVAL AND INSTALLATION. (INCIDENTAL TO 6'X6' CATCHBASIN INSTALLATION)

TREE PROTECTION

UTILITY TRENCH PATCH TYPE III

CONSTRUCTION FENCE

HELMBERGER, PETER
1122 MIDDLETON ST
MADISON, WI

AREA OF CONTAMINATED SOIL TO BE DEWATERED TO SANITARY, DRIED, AND DISPOSED OF TO LANDFILL

SPERL, SCOTT
6 BACKBAY CIR
MADISON, WI

CONSTRUCTION FENCE

LUETKE, SUZANNE M
10 BACKBAY CIR
MADISON, WI

BRGMAN, KARL
7210 LONGMEADOW RD
MADISON, WI

LEWIS, MARILYN
14 BACKBAY CIR
MADISON, WI

MIDDLETON ST

MARK	REVISION	Date: 7/8/2025 1:01 PM	DATE	BY
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15697

MADISON, WI

CONTRACT NO: 9657

SITE PLAN

STRICKER POND FOREBAY DREDGING

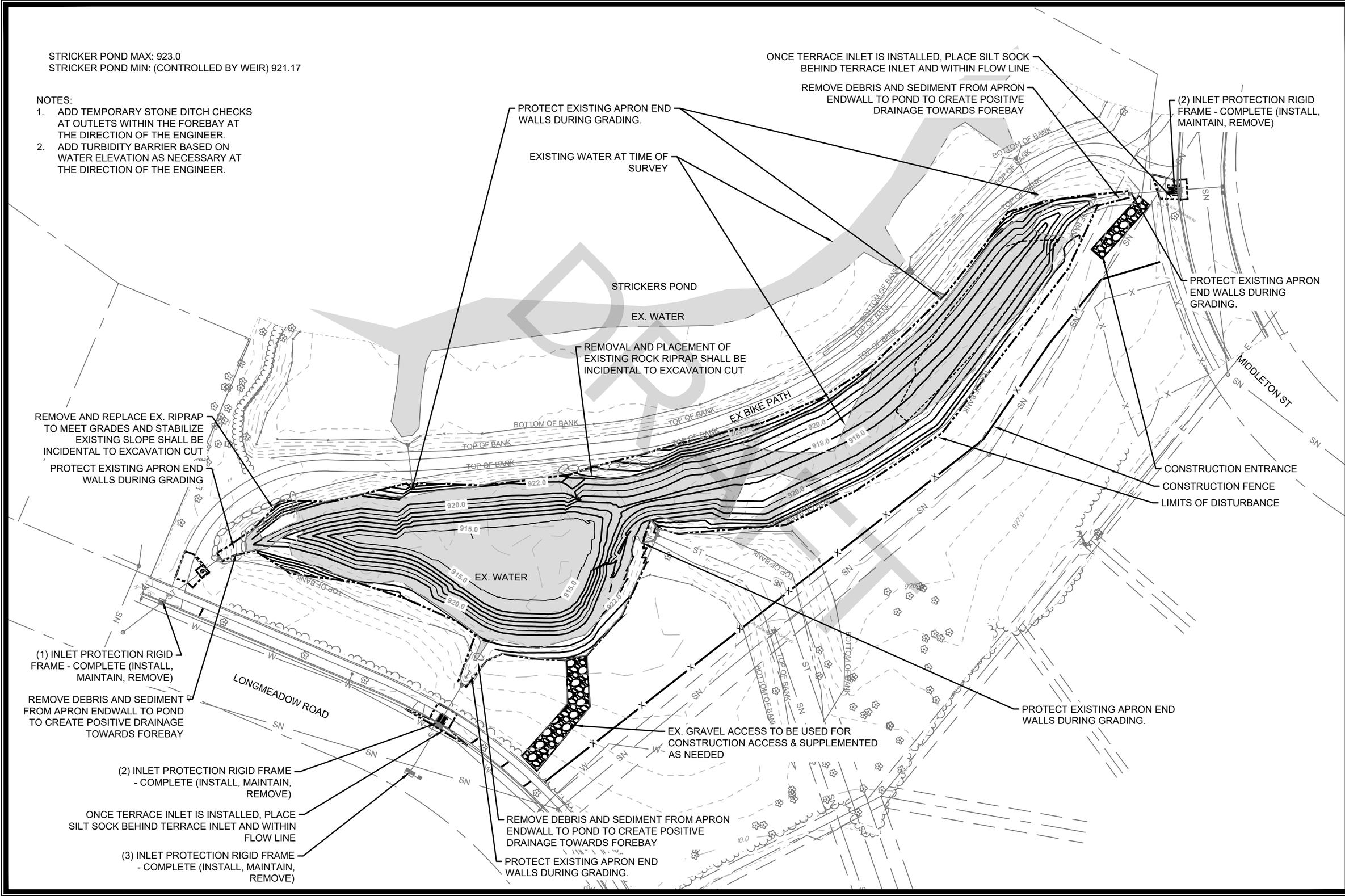
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15697

S-1

STRICKER POND MAX: 923.0
STRICKER POND MIN: (CONTROLLED BY WEIR) 921.17

NOTES:
1. ADD TEMPORARY STONE DITCH CHECKS AT OUTLETS WITHIN THE FOREBAY AT THE DIRECTION OF THE ENGINEER.
2. ADD TURBIDITY BARRIER BASED ON WATER ELEVATION AS NECESSARY AT THE DIRECTION OF THE ENGINEER.



MARK	REVISION	DATE	BY
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Designed By: SCL | Date: 7/8/2025 1:01 PM | Scale: 1:80

15697

GRADING AND EROSION CONTROL PLAN
STRICKER POND FOREBAY DREDGING
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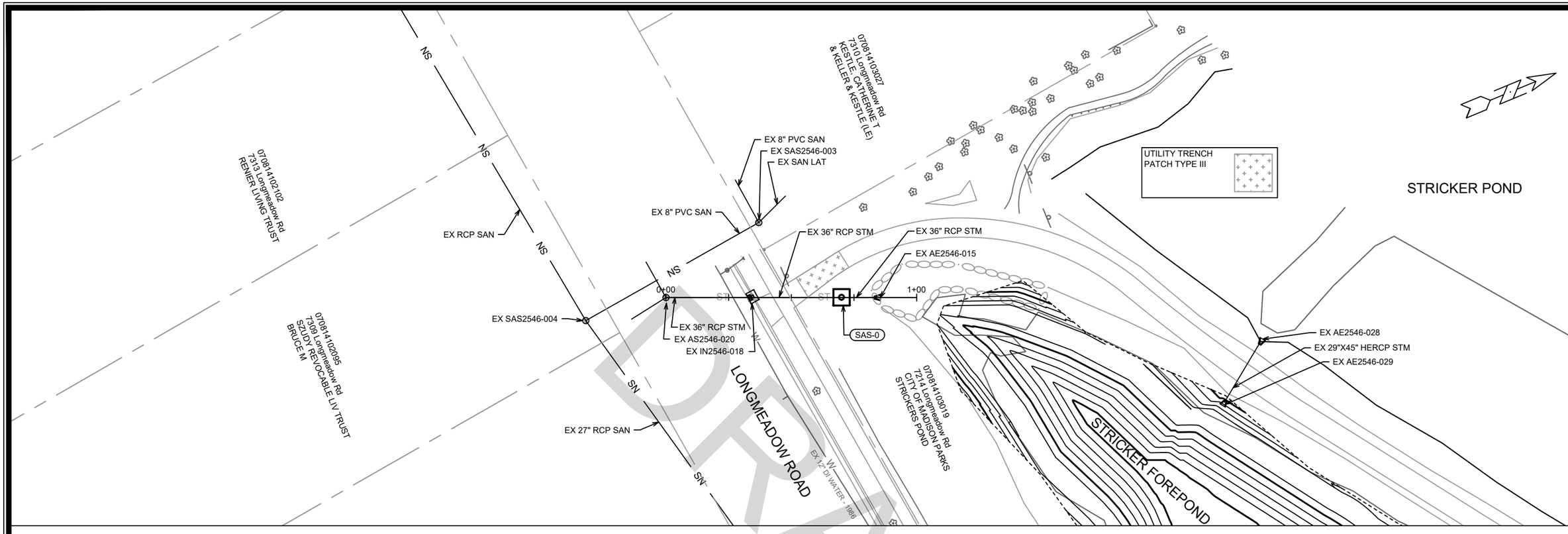
MADISON, WI

CONTRACT NO: 9657

15697

GR-1

S1



DRAFT

MARK	REVISION	Date: 7/8/2025 1:01 PM	DATE	BY
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Designed By: TAC | Scale: 1:40

15697

U-1

UTILITY PLAN & PROFILE - SOUTHWEST FOREBAY STORM

STRICKER'S POND FOREBAY DREDGING

MADISON, WI

CONTRACT NO: 9657

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15697

U-1

UTILITY TRENCH
PATCH TYPE III

NOTE; IF NEEDED-50' WIDE MILL AND OVERLAY TO OCCUR IN 2026 PART OF SEPARATE PROJECT

070814102079
7301 Longmeadow Rd
BENTLEY, RICHARD R
& KATHERINE R BENTLEY

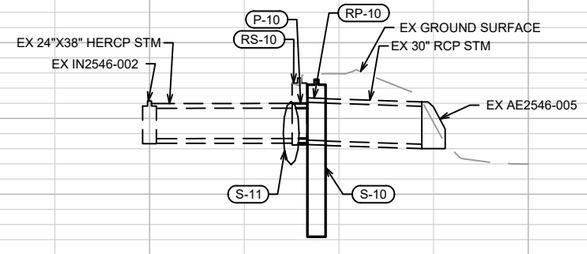
070814102061
7221 Longmeadow Rd
CITY OF MADISON ENGINEER
WALKWAYS & BIKEPATHS 536

070814102045
7213 Longmeadow Rd
DRAKE, STEPHEN & ALICE

070814102053
7217 Longmeadow Rd
HENNING, KARIN S
& JONATHAN J HENNING

070814103019
7214 Longmeadow Rd
CITY OF MADISON PARKS
STRICKERS POND

EX 27" RCP SAN
EX 12" DI WATER - 1986
EX 24"X38" HERCP STM
EX IN2546-002
10+00
11+00
S-10
S-11
RS-10
P-10
24" X 38"
RP-10
EX AE2546-005
EX 30" RCP STM
LONGMEADOW ROAD
STRICKER FOREPOND
STRICKER POND



DRAFT

MARK	REVISION	DATE	BY
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Designed By: TAC
Date: 7/8/2025 1:01 PM
Scale: 1:40
15697
U-2

15697
MADISON, WI
CONTRACT NO: 9657

UTILITY PLAN & PROFILE - SOUTH FOREBAY STORM
STRICKER'S POND FOREBAY DREDGING
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15697
U-2

STRICKER POND

070814103019
7214 Longmeadow Rd
CITY OF MADISON PARKS
STRICKERS POND

EX AE2545-009

EX 29"X45' HERCP STM
EX AE2545-007

EX AE2545-010
EX 29"X45" HERCP STM
EX AE2545-008

STRICKER FOREPOND

EX 18" RCP STM
0+00
EX AE2545-002

EX 48" RCP SAN
EX MSDMH05-240

P-20
12"
RS-20
S-21
RS-21
S-20
RP-20

EX 12" RCP STM
EX IN2645-001
1+00
EX 12" RCP STM
EX UN-NUMBERED-IN-30
RP-31

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SW
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MIDDLETON STREET

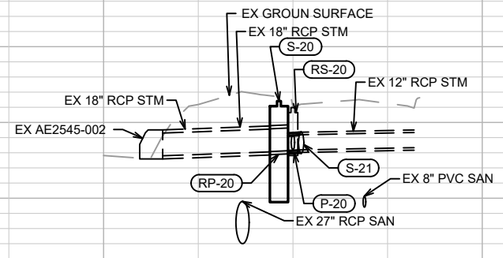
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EX 27" RCP SAN

UTILITY TRENCH
PATCH TYPE III

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1125 Middleton St
YU, LIAN
& KAREN J JONES

070814104025
1117 Middleton St
MCCLUSKEY, KENNETH E
MCCLUSKEY, JUNE A

DRAFT



945
940
935
930
925
920
915
910
905
900

-0+50
0+00
1+00
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Designed By: TAC
15697

U-3

15697

MADISON, WI

CONTRACT NO: 9657

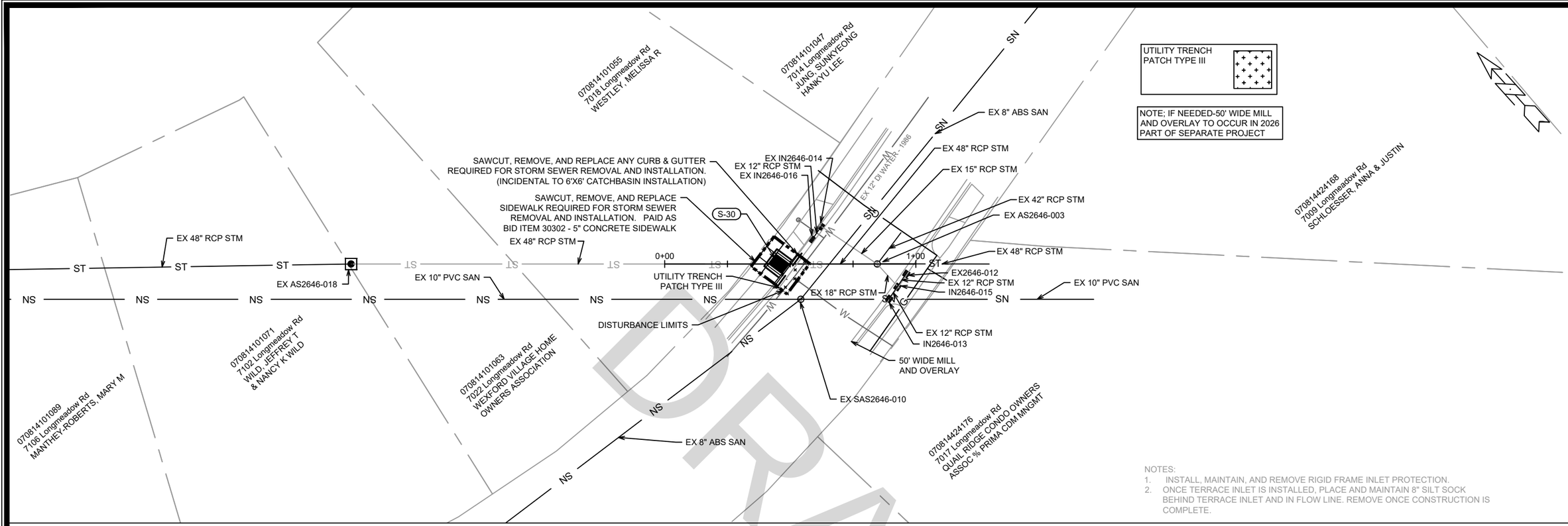
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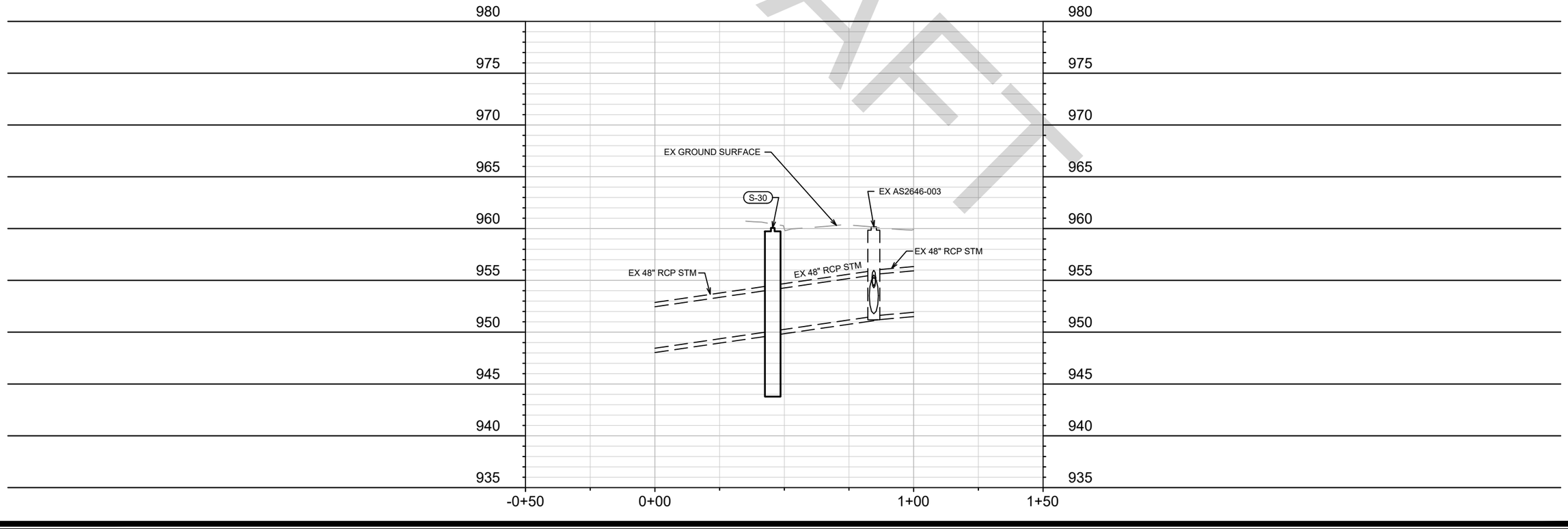
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15697

U-3





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15697

MADISON, WI

CONTRACT NO: 9657

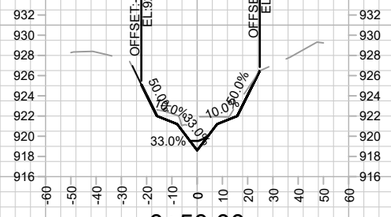
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STRICKER'S POND FOREBAY DREDGING

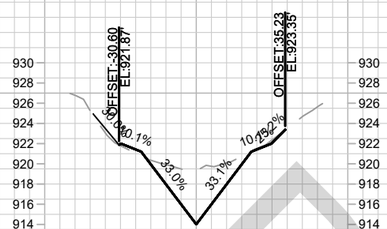
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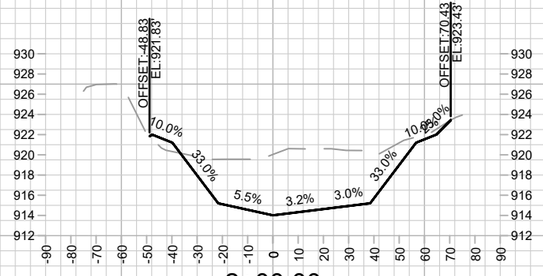
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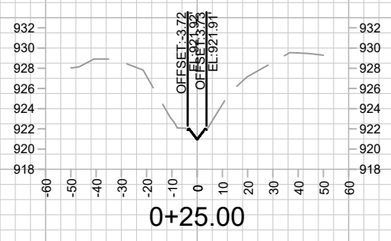
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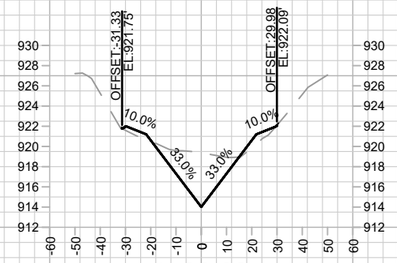
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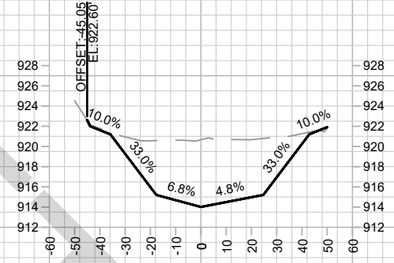
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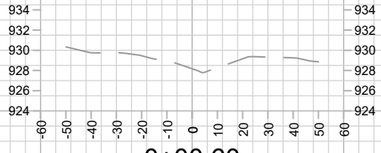
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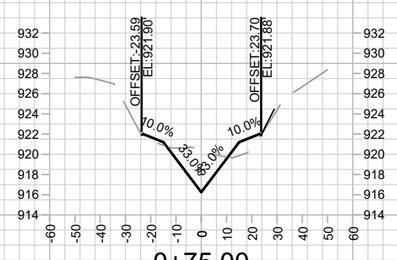
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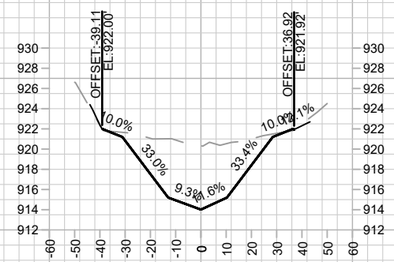
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0+00.60



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1+50.00

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Designed By: SCL | Date: 7/8/2025 1:01 PM | Scale: 1:60

15697

MADISON, WI

CONTRACT NO: 9657

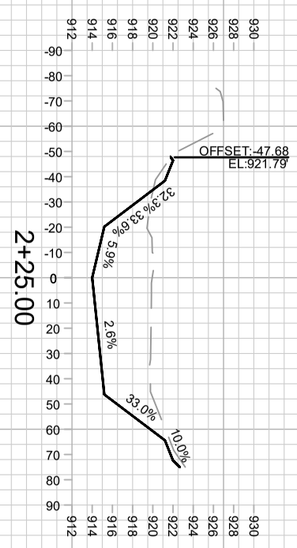
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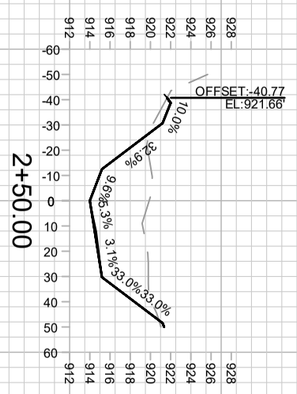
STRICKER'S POND FOREBAY DREDGING

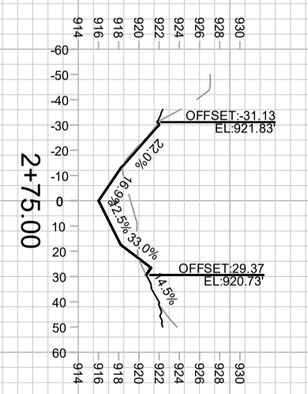
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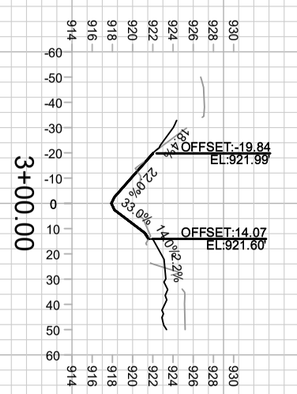
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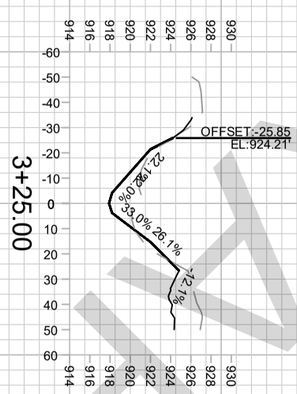
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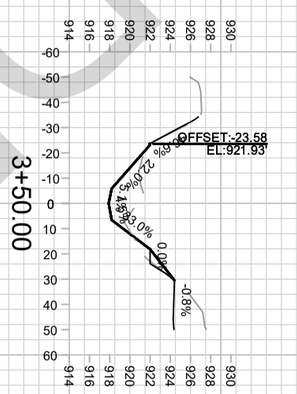


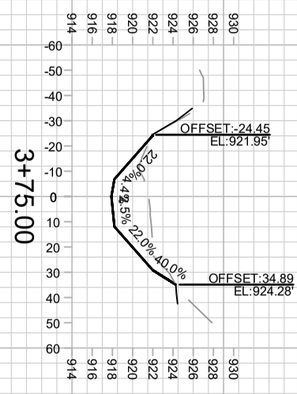


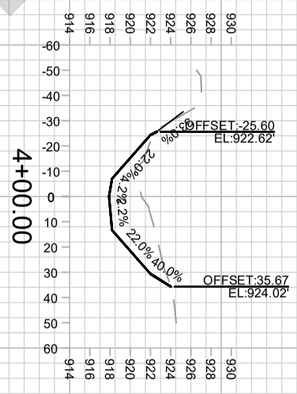


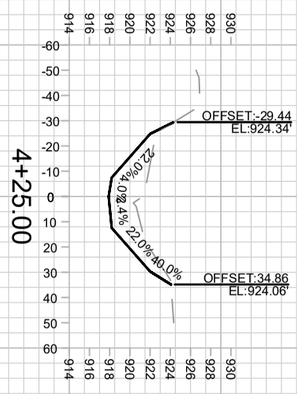










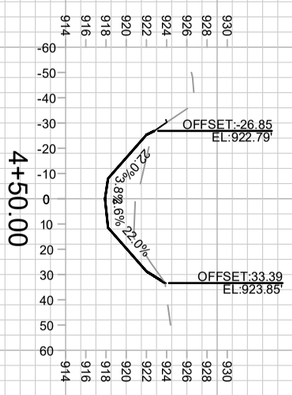


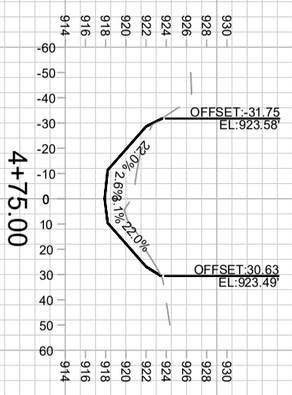
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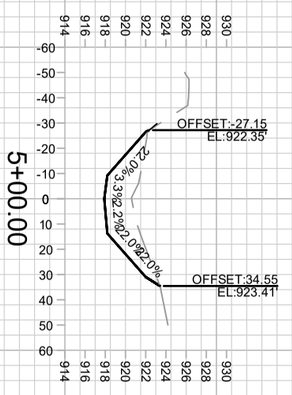
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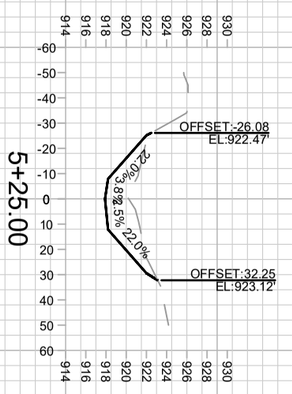
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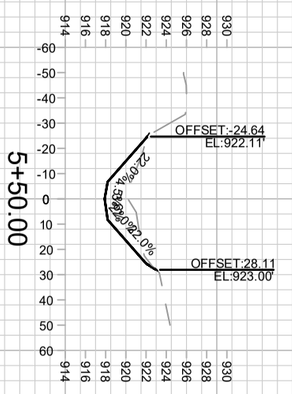
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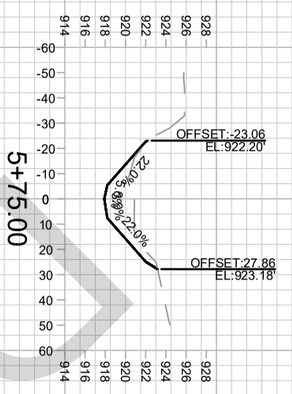


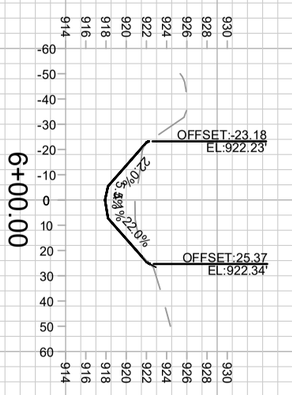


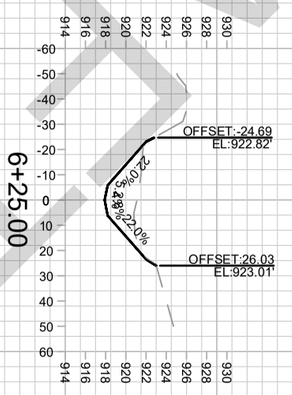


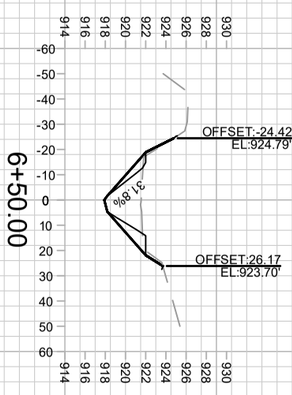


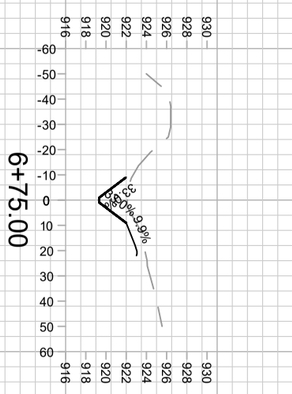


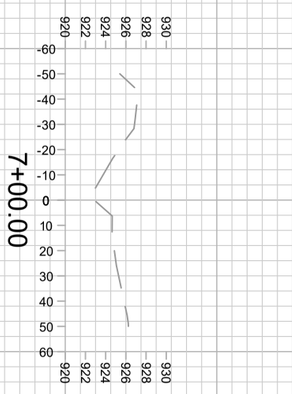












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15697 X-3	FOREBAY CROSS SECTION	15697	
	STRICKER'S POND FOREBAY DREDGING	MADISON, WI	
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City of Madison

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

Master

File Number: 89074

File ID:	89074	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	BOARD OF PUBLIC WORKS
				File Created Date :	07/08/2025
File Name:	Awarding Public Works Contract No. 8763, Badger Rusk Shared-Use Path & N. Rusk Avenue Assessment District - 2025.			**Final Action:**	

Title: Awarding Public Works Contract No. 8763, Badger Rusk Shared-Use Path & N. Rusk Avenue Assessment District - 2025. (District 14)

Notes: Reid Stiteley

		CC Agenda Date:	08/05/2025
		Agenda Number:	38.
Sponsors:	BOARD OF PUBLIC WORKS	**Effective Date:**	
Attachments:	8763BidOpeningTab.pdf, 8763 Award.pdf	**Enactment Number:**	
Author:	Jim Wolfe, City Engineer	**Hearing Date:**	
Entered by:	jjohnson@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	7/22/2025	Robert Mulcahy	Approve	7/24/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	07/08/2025	Refer	BOARD OF PUBLIC WORKS		07/16/2025	
	Action Text: This Resolution was Refer to the BOARD OF PUBLIC WORKS						
1	BOARD OF PUBLIC WORKS	07/16/2025	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass
	Action Text: A motion was made by Ald. Guequierre, seconded by Williams, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.						

Text of Legislative File 89074

Fiscal Note

The proposed resolution authorizes awarding the contract for the Badger Rusk Shared-Use Path & N. Rusk Avenue Assessment District - 2025 at a total estimated cost of $1,592,958.01, including contingency. Funding for the project is available in Munis projects #14143 ($954,053.37) and #15118 ($638,904.64). No additional appropriation is required.

Title

Awarding Public Works Contract No. 8763, Badger Rusk Shared-Use Path & N. Rusk Avenue Assessment District - 2025. (District 14)

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. 8763) for itemization of bids.

BADGER RUSK SHARED-USE PATH & N. RUSK AVENUE ASSESSMENT DISTRICT - 2025
CONTRACT NO. 8763
DATE: 7/3/25
PREQUALIFICATION: 275, 310

CONTRACTORS	TOTAL BID	PREQUALIFICATION STATUS
S&L Underground, Inc.	$1,474,961.12	OK
LaLonde Contractors, Inc.	$1,522,990.39	OK
Parisi Construction, LLC	$1,541,506.92	OK
R. G. Huston Co., Inc.	$1,596,970.00	OK
Engineering Estimate	$1,628,396.00	
INTEGRITY GRADING & EXCAVATING, INC.	$1,721,594.29	OK
Speedway Sand & Gravel, Inc.	$1,987,654.32	OK

CONTRACT NO. 8763
Badger Rusk Shared-Use Path & N. Rusk Avenue Assessment District - 2025

S&L Underground, Inc

CONTRACT AWARD	**$ 1,474,961.12**
MAX CONTINGENCY (8%)	*$ 117,996.89*
BIKE PATH: 14143-403-172: 54440 (91226)	773,101.70
ACCT. CONTINGENCY 8%	61,848.14
ACCT. SUBTOTAL	834,949.84
PATH STORM: 14143-403-174: 54445 (91345)	110,281.05
ACCT. CONTINGENCY 8%	8,822.48
ACCT. SUBTOTAL	119,103.53
STREET: 15118-402-170: 54410 (91350)	285,673.98
ACCT. CONTINGENCY 8%	22,853.92
ACCT. SUBTOTAL	308,527.90
SANITARY SEWER: 15118-83-173: 54445 (91345)	107,012.92
ACCT. CONTINGENCY 8%	8,561.03
ACCT. SUBTOTAL	115,573.95
STORMWATER: 15118-84-174: 54445 (91345)	198,891.47
ACCT. CONTINGENCY 8%	15,911.32
ACCT. SUBTOTAL	214,802.79
GRAND TOTAL INCL. CONTINGENCY	**$ 1,592,958.01**

City of Madison

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

Master

File Number: 89077

File ID:	89077	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	BOARD OF PUBLIC WORKS
				File Created Date :	07/08/2025
File Name:	Awarding Public Works Contract No. 8785, Meyer Avenue Assessment District - 2025.			**Final Action:**	

Title: Awarding Public Works Contract No. 8785, Meyer Avenue Assessment District - 2025. (District 11)

Notes: Reid Stiteley

		CC Agenda Date:	08/05/2025
		Agenda Number:	39.
Sponsors:	BOARD OF PUBLIC WORKS	**Effective Date:**	
Attachments:	8785 BID OPENING.pdf, 8785 AWARD.pdf	**Enactment Number:**	
Author:	Jim Wolfe, City Engineer	**Hearing Date:**	
Entered by:	jjohnson@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	7/22/2025	Robert Mulcahy	Approve	8/6/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	07/08/2025	Refer	BOARD OF PUBLIC WORKS		07/16/2025	
	Action Text: This Resolution was Refer to the BOARD OF PUBLIC WORKS						
1	BOARD OF PUBLIC WORKS	07/16/2025	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass
	Action Text: A motion was made by Ald. Guequierre, seconded by Williams, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.						

Text of Legislative File 89077

Fiscal Note

The proposed resolution authorizes awarding the contract for the Meyer Avenue Assessment District - 2025 at a total estimated cost of $1,631,645.92, including contingency. Funding for the project is available in Munis projects #15219 ($1,451,234.62), #12930 ($155,873.70), and #15464 ($24,537.60). No additional appropriation is required.

Title

Awarding Public Works Contract No. 8785, Meyer Avenue Assessment District - 2025. (District 11)

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. 8785) for itemization of bids.

MEYER AVENUE ASSESSMENT DISTRICT - 2025
CONTRACT NO. 8785
DATE: 7/3/25
PREQUALIFICATION: 275, 210

CONTRACTORS	TOTAL BID	PREQUALIFICATION STATUS
S&L Underground, Inc.	$1,510,783.27	OK
Speedway Sand & Gravel, Inc.	$1,693,174.42	OK
Parisi Construction, LLC	$1,706,404.90	OK
INTEGRITY GRADING & EXCAVATING, INC.	$1,805,604.98	OK
Engineering Estimate	$1,807,801.00	
Capitol Underground, Inc.	$1,840,997.63	OK
R. G. Huston Co., Inc.	$1,980,729.69	OK

CONTRACT NO. 8785
Meyer Avenue Assessment District - 2025

S&L Underground, Inc

CONTRACT AWARD	**$**	**1,510,783.27**
MAX CONTINGENCY (8%)	*$*	*120,862.65*
GI: 12930-84-174-84700 (50%) / 15219-402-174 (50%): 54445 (91		144,327.50
ACCT. CONTINGENCY 8%		11,546.20
ACCT. SUBTOTAL		155,873.70
STREET: 15219-402-170: 54410 (91350)		694,722.28
ACCT. CONTINGENCY 8%		55,577.78
ACCT. SUBTOTAL		750,300.06
STREET STORM: 15219-402-174: 54445 (91345)		78,206.03
ACCT. CONTINGENCY 8%		6,256.48
ACCT. SUBTOTAL		84,462.51
SANITARY SEWER: 15219-83-173: 54445 (91345)		546,756.90
ACCT. CONTINGENCY 8%		43,740.55
ACCT. SUBTOTAL		590,497.45
STORMWATER: 15219-84-174: 54445 (91345)		24,050.56
ACCT. CONTINGENCY 8%		1,924.04
ACCT. SUBTOTAL		25,974.60
RAIN GARDENS: 15465-84-174-84100: 54445 (91345)		22,720.00
ACCT. CONTINGENCY 8%		1,817.60
ACCT. SUBTOTAL		24,537.60
GRAND TOTAL INCL. CONTINGENCY	**$**	**1,631,645.92**

City of Madison

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

Master

File Number: 89100

File ID:	89100	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	BOARD OF PUBLIC WORKS
				File Created Date :	07/08/2025
File Name:	Accepting bituminous surface pavement constructed by Private Contract in First Addition to 1000 Oaks Phase 11, Private Contract No. 9219			**Final Action:**	

Title: Accepting bituminous surface pavement constructed by Private Contract in First Addition to 1000 Oaks Phase 11, Private Contract No. 9219. (District 9)

Notes: Amy Kemp

		CC Agenda Date:	08/05/2025
		Agenda Number:	40.
Sponsors:	BOARD OF PUBLIC WORKS	**Effective Date:**	
Attachments:	9219 Streets Schedule A bituminous.pdf	**Enactment Number:**	
Author:	Jim Wolfe, City Engineer	**Hearing Date:**	
Entered by:	jjohnson@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	7/22/2025	Robert Mulcahy	Approve	7/24/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	07/08/2025	Refer	BOARD OF PUBLIC WORKS		07/16/2025	
	Action Text: This Resolution was Refer to the BOARD OF PUBLIC WORKS						
1	BOARD OF PUBLIC WORKS	07/16/2025	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass
	Action Text: A motion was made by Ald. Guequierre, seconded by Williams, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.						

Text of Legislative File 89100

Fiscal Note

No City Funds required. Private Contract.

Title

Accepting bituminous surface pavement constructed by Private Contract in First Addition to 1000 Oaks Phase 11, Private Contract No. 9219. (District 9)

Body

WHEREAS, VH 1000 Oaks, 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: First Addition to 1000 Oaks Phase 11.

NOW, THEREFORE, BE IT RESOLVED

That the bituminous surface street improvements on the following streets be and are hereby accepted:

- Valley View Road from W Lot Line of Lot 236 to South Point Road.
- South Point Road from Valley View Road to S Lot Line of Lot 229.

The attached Schedule "A" representing the actual cost of construction of these improvements, which shall increase the street infrastructure value for Project No. 14344 by $21,655.82 for a useful life of 40 years.

STREET PLANT VALUE
BITUMINOUS SURFACE

First Addition to 1000 Oaks Phase 11
14344

STREET

Description	From	To	Quantity	Unit	Unit Cost	Total Cost
Valley View Road	**W Lot Line of Lot 236**	**South Point Road**	714	LF		$ 17,453.33
Type 'C' Pavement 24' wide				*Engineering @ 12%*		$ 2,094.40
MS LINK NO. 11,996				***Total Cost***		$ 19,547.73
South Point Road	**Valley View Road**	**S Lot Line of Lot 229**	55	LF		$ 1,882.22
Type 'C' Pavement 32' wide				*Engineering @ 12%*		$ 225.87
MS LINK NO. 25,937				***Total Cost***		$ 2,108.09
				LF		
				Engineering @ 12%		
				Total Cost		
				LF		
				Engineering @ 12%		
				Total Cost		
				LF		
				Engineering @ 12%		
				Total Cost		
				LF		
				Engineering @ 12%		
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				Total Cost		
				LF		
				Engineering @ 12%		
				Total Cost		
				LF		
				Engineering @ 12%		
				Total Cost		
GRAND TOTAL COST						$ 21,655.82

TOTAL STREET IMPROVEMENTS $ 21,655.82

Prepared By: aek
Date: 7/8/2025

City of Madison

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

Master

File Number: 89101

File ID: 89101 **File Type:** Resolution **Status:** Report of Officer

Version: 1 **Reference:** **Controlling Body:** BOARD OF PUBLIC WORKS

File Created Date : 07/08/2025

File Name: Approving plans and specifications for public improvements required to serve Phase 2 of the Subdivision known as Midpoint Meadows and authorizing construction to be undertaken by the Developer, Private Contracts 9660 and 9661.

Final Action:

Title: Approving plans and specifications for public improvements required to serve Phase 2 of the Subdivision known as Midpoint Meadows and authorizing construction to be undertaken by the Developer, Private Contracts 9660 and 9661. (District 1)

Notes: Kate Kane

CC Agenda Date: 08/05/2025

Agenda Number: 41.

Sponsors: BOARD OF PUBLIC WORKS

Effective Date:

Attachments: 9660_9661 BPW Exhibit.pdf

Enactment Number:

Author: Jim Wolfe, City Engineer

Hearing Date:

Entered by: jjohnson@cityofmadison.com

Published Date:

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	7/22/2025	Robert Mulcahy	Approve	7/24/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	07/08/2025	Refer	BOARD OF PUBLIC WORKS		07/16/2025	
	Action Text: This Resolution was Refer to the BOARD OF PUBLIC WORKS						
1	BOARD OF PUBLIC WORKS	07/16/2025	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Ald. Guequierre, seconded by Williams, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 89101

Fiscal Note

No City Funds required. Private Contract.

Title

Approving plans and specifications for public improvements required to serve Phase 2 of the Subdivision known as Midpoint Meadows and authorizing construction to be undertaken by the Developer, Private Contracts 9660 and 9661. (District 1)

Body

WHEREAS, the developer, VH Midpoint Meadows, LLC, has received the City of Madison's conditional approval to create the subdivision known as Midpoint Meadows; and,

WHEREAS, Section 16.23(9) of the Madison General Ordinances requires the developer to install the public improvements necessary to serve the subdivision; and,

WHEREAS, Section 16.23(9) of the Madison General Ordinances allows the developer to install the improvements in construction phases provided that a Declaration of Conditions, Covenants, and Restrictions is executed for those lots included in future construction phases until such time as surety is provided to the City to guarantee the installation of the public improvements to serve said lots; and,

WHEREAS, the developer proposes to provide public improvements (excluding surface asphalt pavement) to serve Lots 57-66, 73-82, 91-95, 103-108, 153, 182-183 and 202 as Phase 2; and,

WHEREAS, the developer proposes to provide public surface asphalt pavement improvements to serve Lots 57-66, 73-82, 91-95, 103-108, 153, 182-183 and 202 as Phase 2 - Surface Paving; and,

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 Midpoint Meadows Phase 2, with VH Midpoint Meadows, LLC, or designee with the approval of the City Engineer.

2. 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 Midpoint Meadows Phase 2 - Surface Paving, with VH Midpoint Meadows, LLC.

3. That the plans and specifications for the public improvements necessary to serve this phase of the subdivision are hereby approved.

4. 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.

5. 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.

6. 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.

7. 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.

Midpoint Meadows Phase 2
Contract 9660 & 9661
MUNIS 15816
Developer: VH Midpoint Meadows, LLC



Summary of Improvements:

- City standard public street, alley, terrace and sidewalk improvements for all streets within the limits of Phase 2.
- City standard public asphalt path adjacent to Lots 183 and 202.
- Public stormwater, sanitary service and water main connecting Phase 2 to Phase 1 and future phases.
- Private sanitary and water service laterals to serve the lots within Phase 2.

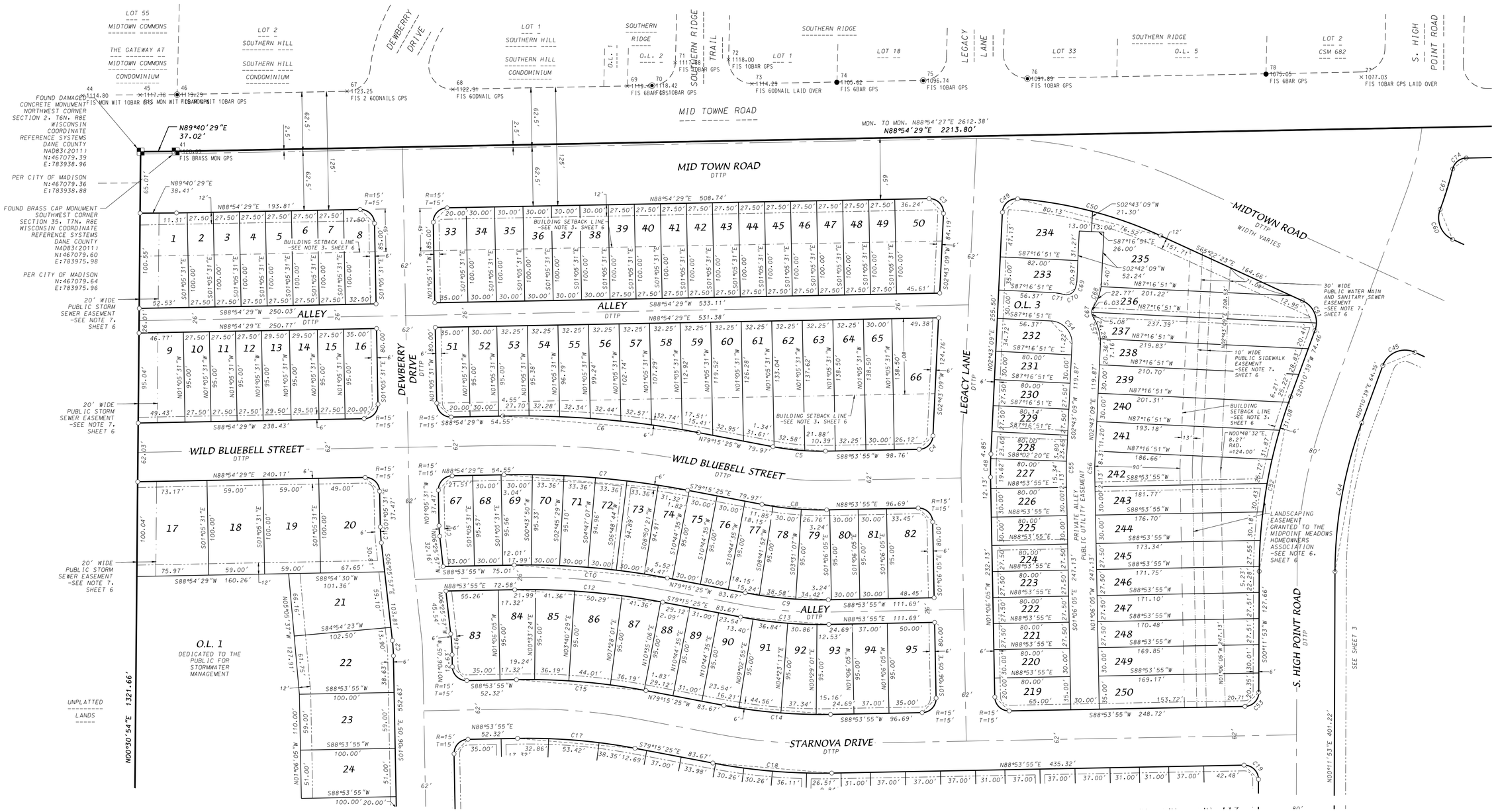
There are no objections to this plat with respect to Secs. 236.15, 236.16, 236.20 and 236.21(1) and (2), Wis. Stats. as provided by s. 236.12, Wis. Stats.

Certified _____, 20____

Department of Administration

MIDPOINT MEADOWS

LOCATED IN THE NW1/4 OF THE NE1/4, NE1/4 OF THE NW1/4 AND THE NW1/4 OF THE NW1/4 OF SECTION 2, T6N, R8E, CITY OF MADISON, DANE COUNTY, WISCONSIN



LEGEND

- ■ Found 1" pipe (unless noted)
- ● Found 3/4" rebar
- ◉ Found 1-1/4" rebar
- ⊠ Found chiseled "x" on rock
- ○ Placed 1-1/4" x 18" solid round iron rebar stake, weighing 4.30 lbs/ft. All other lot and outlot corners are marked with 3/4"x 18" solid round iron rebar stakes, weighing 1.50 lbs/ft.
- 5' / 5' Public utility easement (5' wide unless otherwise dimensioned). Utility easements as herein set forth are for the use of PUBLIC BODIES and PRIVATE PUBLIC UTILITIES having the right to serve the area.
- DDTP Dedicated to the public
- ( ) Recorded as information

0 60' 120'

1" = 60'

GRID NORTH
WISCONSIN COORDINATE REFERENCE SYSTEMS (DANE COUNTY) NAD83(2011)
THE NORTH LINE OF THE NORTHWEST QUARTER OF SECTION 2, T6N, R8E BEARS N88°54'29"E

D'ONOFRIO KOTTKE AND ASSOCIATES, INC.
7530 Westward Way, Madison, WI 53717
Phone: 608.833.7530 • Fax: 608.833.1089
YOUR NATURAL RESOURCE FOR LAND DEVELOPMENT

FN:23-07-109

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

Certified _____, 20_____

Department of Administration

MIDPOINT MEADOWS

LOCATED IN THE NW1/4 OF THE NE1/4, NE1/4 OF THE NW1/4 AND THE NW1/4 OF THE NW1/4 OF SECTION 2, T6N, R8E, CITY OF MADISON, DANE COUNTY, WISCONSIN



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Certified _____, 20____

Department of Administration

MIDPOINT MEADOWS

LOCATED IN THE NW1/4 OF THE NE1/4, NE1/4 OF THE NW1/4 AND THE NW1/4 OF THE NW1/4 OF SECTION 2, T6N, R8E, CITY OF MADISON, DANE COUNTY, WISCONSIN

LOT 2 CSM 682 | S. HIGH POINT ROAD | LOT 1 CSM 16059 | LOT 1 CSM 9504 | O.L. 1 CSM 9504 | O.L. 1 CSM 9504

5.05 FIS 6BAR GPS | 77 1077.03 FIS 10BAR GPS LAID OVER | 79 1043.54 FIS 6BAR GPS

MON. TO MON. N88°54'27"E 2612.38'
N88°54'29"E 2213.80'

MID TOWN ROAD DTTP

N88°55'29"E 849.94'

40' | 33' | 73' | 33.06' | 194.96'

125 1039.65 FIS 1IN PIPE GPS

C74 | C61 | C60 | C65

MIDTOWN ROAD DTTP WIDTH VARIES

N65°22'23"W 167.91'

RAYMOND ROAD DTTP

C59 | 125' | C45 | S65°22'23"E 154.28' | N20°10'39"E 64.35' | 12' | C46 | 12'

O.L. 4 RESERVED FOR FUTURE DEVELOPMENT

S02°22'16"W 249.67' (N01°51'20"E 249.44') | 216.61'

LOT 1 CSM 4332

66' | 33' | 33'

97 1028.88 FIS 1IN PIPE GPS

(N85°50'30"W) S85°27'56"E 35.18'

MARTY ROAD DTTP

(S01°51'20"W) N02°13'54"E 490.08'

N02°13'54"E 541.06'

S07°25'37"W 222.26'

UNPLATTED LANDS

98 1015.39 FIS 1IN PIPE GPS | 96 1005.29 FIS 1IN PIPE GPS

S85°44'51"E 4.78'

LOT 1 CSM 11145

S18°13'52"W 107.03' (N17°05'00"E 107.03')

VARIES

100 1025.71 FIS 1IN PIPE GPS

(NO3°00'00"E 67.92') S03°28'52"W 67.92'

N01°56'59"E 197.27' (S01°28'07"W 197.27')

30' WIDE MMSD SANITARY SEWER EASEMENT DOC. NO. 1224436

BUILDING TO BE DEMOLISHED

S87°16'08"E 36.00' (N87°45'W 36.00')

102 1019.60 FIS 1IN PIPE GPS | 104 1019.60 FIS 1IN PIPE GPS | FIS 18" CEDAR TREE ROOT

(N86°40'20"W 171.70') S86°11'28"E 171.70'

105 1015.92 FIS 1IN PIPE GPS | 95 1007.92 FIS 1IN PIPE GPS

138.68' | 33.02' | 66'

(NO2°15'E 27.64') S02°43'52"W 27.64'

S01°34'15"W 472.00'

S01°56'59"W 113.47'

N01°56'59"E 92.83'

C63 | C64 | C58

BUILDING TO BE DEMOLISHED | 116.50' | 25.54'

S35°01'01"W 186.68'

O.L. 12

SEE SHEET 1

BUILDING SETBACK LINE SEE NOTE 3. SHEET 6

12.95' | C53 | 20.41' | 28.83' | 6.21' | 25.22' | 31.08' | S20°10'39"W 84.46' | 31.87' | 25.72' | C52 | 30.43' | 30.18' | 27.55' | 5.23' | 22.28' | 27.51' | 27.51' | 30.01' | 30.35' | 20.71' | C51 | S00°11'53"W 127.66'

80' | S. HIGH POINT ROAD DTTP | N00°11'53"E 401.22' | 12' | 66'

C18 | S00°11'53"W 79.68' | S00°11'53"W 80.36' | C24

218

217 | 216 | 215 | 214

S80°33'43"E 70.22' | S67°48'12"E 70.22' | S55°02'40"E 70.22' | N63°51'08"W 70.22'

N03°03'31"E 100.00' | N15°49'02"E 100.00' | N28°34'34"E 100.00' | N41°20'05"E 100.00' | 5' | 48.00' | 15.68'

C43 | S88°53'55"W 447.67' | C42 | C41 | 95.63' | 10.76' | N54°05'37"E 100.00'

SEE SHEET 4

STONES THROW DRIVE DTTP | 66'

SEE SHEET 2

C38 | C40 | N88°53'55"E 449.84' | 59.00' | 51.00' | 51.00' | 51.00' | 51.00' | 51.00' | 51.00' | 28.68' | 42.67'

0 60' 120'

1" = 60'

GRID NORTH
WISCONSIN COORDINATE REFERENCE SYSTEMS (DANE COUNTY) NAD83(2011)
THE NORTH LINE OF THE NORTHWEST QUARTER OF SECTION 2, T6N, R8E BEARS N88°54'29"E

LEGEND

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- ◉ Found 1-1/4" rebar
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- ○ Placed 1-1/4" x 18" solid round iron rebar stake, weighing 4.30 lbs/ft. All other lot and outlot corners are marked with 3/4"x 18" solid round iron rebar stakes, weighing 1.50 lbs/ft.
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- DDTP Dedicated to the public
- ( ) Recorded as information

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7530 Westward Way, Madison, WI 53717
Phone: 608.833.7530 • Fax: 608.833.1089
YOUR NATURAL RESOURCE FOR LAND DEVELOPMENT

FN:23-07-109

Oct 23, 2024–6:11pm U:\User\2307109\Drawings\2307109 Midpoint Meadows Final Plat.dwg Sheet 3

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

Certified _____, 20_____

Department of Administration

MIDPOINT MEADOWS

LOCATED IN THE NW1/4 OF THE NE1/4, NE1/4 OF THE NW1/4 AND THE NW1/4 OF THE NW1/4 OF SECTION 2, T6N, R8E, CITY OF MADISON, DANE COUNTY, WISCONSIN



LEGEND

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0 60' 120'

1" = 60'

GRID NORTH
WISCONSIN COORDINATE REFERENCE SYSTEMS
(DANE COUNTY) NAD83(2011)
THE NORTH LINE OF THE NORTHWEST QUARTER
OF SECTION 2, T6N, R8E BEARS N88°54'29"E

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FN:23-07-109

Oct 23, 2024-6:11pm U:\User\2307109\Drawings\2307109 Midpoint Meadows Final Plat.dwg Sheet 4

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

Certified _____, 20_____

Department of Administration

MIDPOINT MEADOWS

LOCATED IN THE NW1/4 OF THE NE1/4, NE1/4 OF THE NW1/4 AND THE NW1/4 OF THE NW1/4 OF SECTION 2, T6N, R8E, CITY OF MADISON, DANE COUNTY, WISCONSIN

O.L. 1
CSM 9504

UNPLATTED LANDS

MID TOWNE ROAD

N88°13'54"E 23.21'

N88°54'29"E 203.62'

194.96'

MON. TO MON. N89°04'11"E 2626.27'

N89°04'11"E 1003.64'

1622.63'

33.01'

MID TOWN ROAD
DTTP

S89°04'11"W 1002.67'

82
1030.39
FIS TIN PIPE GPS

FOUND PK NAIL
SOUTHEAST CORNER
SECTION 35, T7N, R8E
WISCONSIN COORDINATE
REFERENCE SYSTEMS
DANE COUNTY NAD83(2011)
N:467172.74
E:789237.01

PER CITY OF MADISON
N:467172.89
E:789236.82

S01°33'35"W 26.52'

S88°54'29"W 149.09'

S88°13'54"W 23.16'

C63

FOUND BRASS CAP MONUMENT
NORTH 1/4 CORNER
SECTION 2, T6N, R8E
WISCONSIN COORDINATE
REFERENCE SYSTEMS
DANE COUNTY NAD83(2011)
N:467129.38
E:786587.89

PER CITY OF MADISON
N:467129.34
E:786587.90

FOUND BRASS CAP MONUMENT
SOUTH 1/4 CORNER
SECTION 35, T7N, R8E
WISCONSIN COORDINATE
REFERENCE SYSTEMS
DANE COUNTY NAD83(2011)
N:467130.10
E:786611.09

PER CITY OF MADISON
N:467130.08
E:786610.90

LOT 1
CSM 4332

66'
33' 33'

MARTY ROAD
DTTP

(S01°51'20"W) N02°13'54"E 490.08'

N02°13'54"E 541.06'

30' WIDE
MMSD SANITARY
SEWER EASEMENT
DOC. NO.
1224436

DITCH

S30°52'24"W 552.00'

541.04'

S00°19'41"W 649.27'
(N00°06'12"W)

ASHBURY WOODS
CONDOMINIUMS

LOT 1
CSM 9644

SEE SHEET 3

UNPLATTED LANDS

O.L. 5
RESERVED FOR
FUTURE DEVELOPMENT

S85°44'51"E 4.78'

96
1005.29
FIS 1IN PIPE GPS

LOT 1
CSM 11145

VARIES

N01°56'59"E 197.27'
(S01°28'07"W 197.27')

30' WIDE
MMSD SANITARY
SEWER EASEMENT
DOC. NO.
1224436

S01°34'15"W 472.00'

C64

1 ELDAT
LEANING TREE ROOT
(N86°40'20"W 171.70')
S86°11'28"E 171.70'
1IN PIPE GPS 138.68'

95
1003.92
33.02' PIPE GPS

66'

S01°56'59"W 113.47'

N01°56'59"E 92.83'

LDING TO BE
ADLISHED

S56°30'55"W 321.02'

95.5'
62.5'
33'

81
1030.16
FOUND 1OBAR GPS
FIS 1OBAR? LAID OVER GPS

75.22'

92
1055.60
FIS 6BAR GPS

C62

RAYMOND ROAD
DTTP

125'

SEE SHEET 4

SEE SHEET 6

30' WIDE
MMSD SANITARY
SEWER EASEMENT

0 60' 120'
1" = 60'

GRID NORTH
WISCONSIN COORDINATE REFERENCE SYSTEMS
(DANE COUNTY) NAD83(2011)
THE NORTH LINE OF THE NORTHWEST QUARTER
OF SECTION 2, T6N, R8E BEARS N88°54'29"E

LEGEND

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7530 Westward Way, Madison, WI 53717
Phone: 608.833.7530 • Fax: 608.833.1089
YOUR NATURAL RESOURCE FOR LAND DEVELOPMENT

FN:23-07-109

MIDPOINT MEADOWS

LOCATED IN THE NW1/4 OF THE NE1/4, NE1/4 OF THE NW1/4 AND THE NW1/4 OF THE NW1/4 OF SECTION 2, T6N, R8E, CITY OF MADISON, DANE COUNTY, WISCONSIN

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

Certified _____, 20____

Department of Administration

NOTES

1. This Plat is subject to the following recorded instruments:
   -Mt. Vernon Telephone Company Easement recorded as Doc. No. 3195177, released by Doc. No _____.
   -Mt. Vernon Telephone Company Easement recorded as Doc. No. 3924259, released by Doc. No _____.

2. All lots within this plat are subject to public easements for drainage purposes which shall be a minimum of 5 feet in width measured from the property line to the interior of each lot except that the easements shall be 12 feet in width on the perimeter of the plat, EXCEPT where shown otherwise on the face of the plat. For purposes of two (2) or more lots combined for a single development site, or where two (2) or more lots have a shared driveway agreement, the public easement for drainage purposes shall be a minimum of five (5) feet in width and shall be measured only from the exterior property lines of the combined lots that create a single development site, or have a shared driveway agreement, except that the easement shall be twelve (12) in width along the perimeter of the plat. Easements shall not be required on property lines shared with greenways or public streets. No buildings, driveways, or retaining walls shall be placed in any easement for drainage purposes. Fences may be placed in the easement only if they do not impede the anticipated flow of water.

   The intra-block drainage easements shall be graded with the construction of each principle structure in accordance with the approved storm water drainage plan on file with the City Engineer and the Zoning Administrator, as amended in accordance with the Madison General Ordinances.

   NOTE: In the event of a City of Madison Plan Commission and/or Common Council approved re-division of a previously subdivided property, the underlying public easements for drainage purposes are released and replaced by those required and created by the current approved subdivision.

3. The City will not install lighting in the alleys, but the developer or property owners may request the City to approve a private light(s) in the alley right-of-way. Such private light(s) to be operated and maintained by the private interests.

4. Building setback lines shown on this plat shall be enforced by the City of Madison.

5. Lots within this subdivision are subject to impact fees that are due and payable at the time building permit(s) are issued.

6. No driveway shall be constructed that interferes with the orderly operation of the pedestrian walkway. This will require all pedestrian ramps to be constructed separate from driveway entrances; a curb-head of no less than six (6) inches in width shall be constructed between all pedestrian ramps and driveway entrances.

7. Lots 235-250 are subject to a Landscaping Easement, reserved for the planting of trees or shrubs by the owner. No buildings are allowed with the easement. Maintenance of the easement area is the responsibility of the lot owner or homeowner's association.

8. Public Easements terms and conditions

   Public Storm Sewer Easements:

   Creation of Easement Rights: A permanent easement over, across and within the Easement Area is established, memorialized, reserved by, granted, conveyed, transferred and assigned to City of Madison for the uses and purposes hereinafter set forth. The Easement Area may be used by City of Madison for public underground storm sewer purposes. City of Madison and its employees, agents and contractors shall have the right to construct, install, maintain, operate, repair, replace and reconstruct the Storm Sewer Facilities 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 Storm Sewer Facilities 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.

   Public Water Easements:

   Creation of Easement Rights: A permanent easement over, across and within the Easement Area is established, memorialized, reserved by, granted, conveyed, transferred and assigned to City of Madison for the uses and purposes hereinafter set forth. The Easement Area may be used by City of Madison for public underground water main purposes. City of Madison and its employees, agents and contractors shall have the right to construct, install, maintain, operate, repair, replace and reconstruct the Water Main Facilities 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:¼ 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 Water Main Facilities 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 Water Utility General Manager.

   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.

   Public Sidewalk and Bike Path Easements:

   Creation of Easement Rights: A permanent easement over, across and within 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 and bike path 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 and bike path 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.

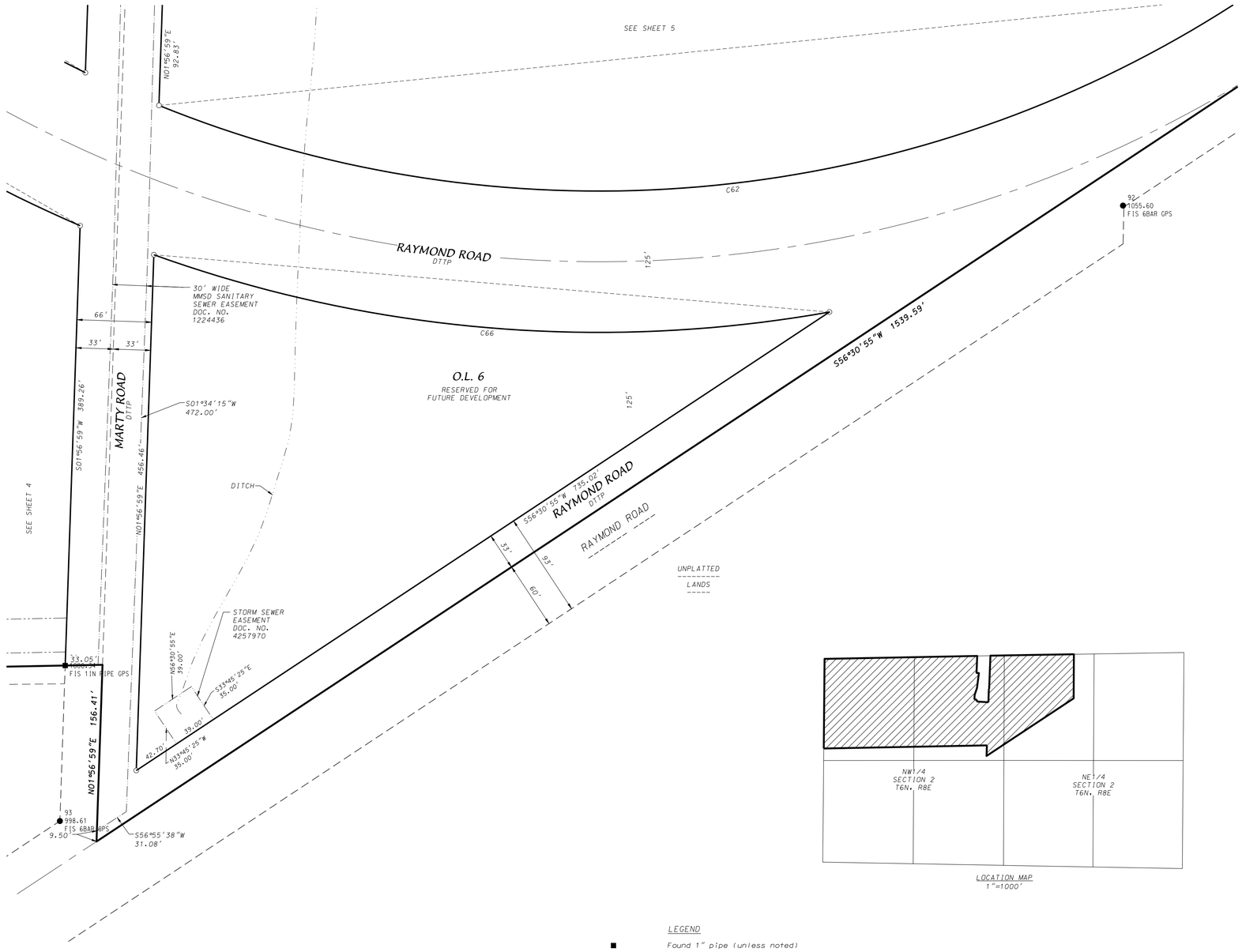
   Limitations on Use of Easement Area: The owner of the Property shall have the right to use the Easement Area for any purpose, provided such use shall not interfere with the easement rights of the City of Madison hereunder. No buildings or structures or fences unrelated to the public use shall be constructed 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:¼ 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.

9. Outlot Designations:
   1 - Dedicated to the public for stormwater management.
   2 - Dedicated to the public for stormwater management.
   3 - Private Alley. Public utility easement over entire outlot.
   4 - Reserved for future development.
   5 - Reserved for future development.
   6 - Reserved for future development.

10. Distances shown along curves are chord lengths.



LOCATION MAP
1"=1000'

LEGEND

- ■ Found 1" pipe (unless noted)
- ● Found 3/4" rebar
- ◉ Found 1-1/4" rebar
- ※ Found chiseled "x" on rock
- ○ Placed 1-1/4" x 18" solid round iron rebar stake, weighing 4.30 lbs/ft. All other lot and outlot corners are marked with 3/4"x 18" solid round iron rebar stakes, weighing 1.50 lbs/ft.
- 5' / 5' Public utility easement (5' wide unless otherwise dimensioned). Utility easements as herein set forth are for the use of PUBLIC BODIES and PRIVATE PUBLIC UTILITIES having the right to serve the area.
- DDTP Dedicated to the public
- ( ) Recorded as information

0 60' 120'

1" = 60'

GRID NORTH
WISCONSIN COORDINATE REFERENCE SYSTEMS (DANE COUNTY) NAD83(2011)
THE NORTH LINE OF THE NORTHWEST QUARTER OF SECTION 2, T6N, R8E BEARS N88°54'29"E

D'ONOFRIO KOTTKE AND ASSOCIATES, INC.

7530 Westward Way, Madison, WI 53717
Phone: 608.833.7530 • Fax: 608.833.1089
YOUR NATURAL RESOURCE FOR LAND DEVELOPMENT

FN:23-07-109

Oct 23, 2024-6:11pm U:\User\2307109\Drawings\2307109 Midpoint Meadows Final Plat.dwg Sheet 6

MIDPOINT MEADOWS

LOCATED IN THE NW1/4 OF THE NE1/4, NE1/4 OF THE NW1/4 AND THE NW1/4 OF THE NW1/4 OF SECTION 2, T6N, R8E, CITY OF MADISON, DANE COUNTY, WISCONSIN

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

Certified _____, 20____

Department of Administration

CURVE TABLE

CURVE NO.	LOT	CURVE RADIUS	CHORD LENGTH	ARC LENGTH	CHORD BEARING	CENTRAL ANGLE	TANGENT BEARING
C1		181.00'	16.87'	16.87'	S03°45'44"E	05°20'27"	
C2		175.00'	16.28'	16.28'	S03°46'01"E	05°19'53"	
C3		15.00'	21.91'	24.56'	S44°11'11"E	93°48'40"	
C4		15.00'	20.49'	22.56'	S45°48'32"W	86°10'46"	
C5		270.00'	55.72'	55.82'	N85°10'45"W	11°50'40"	
	63	270.00'	21.88'	21.88'	N88°46'47"W	04°38'36"	
	62	270.00'	32.58'	32.58'	N82°59'58"W	06°55'02"	
	61	270.00	1.34	1.34	N79°23'56"W	00°17'02"	
C6		1005.00'	207.22'	207.59'	N85°10'28"W	11°50'06"	
	59	1005.00'	17.51'	17.51'	N79°45'22"W	00°59'54"	
	58	1005.00'	32.74'	32.74'	N81°11'19"W	01°52'00"	
	57	1005.00'	32.57'	32.57'	N83°03'01"W	01°51'24"	
	56	1005.00'	32.44'	32.44'	N84°54'12"W	01°50'58"	
	55	1005.00'	32.34'	32.34'	N86°45'00"W	01°50'38"	
	54	1005.00'	32.28'	32.28'	N88°35'32"W	01°50'26"	
	53	1005.00'	27.70'	27.70'	S89°41'52"W	01°34'46"	
C7		943.00'	194.44'	194.78'	S85°10'28"E	11°50'06"	
	69	943.00'	30.00'	30.00'	N89°49'10"E	01°49'22"	
	70	943.00'	33.36'	33.36'	S88°15'20"E	02°01'38"	
	71	943.00'	33.36'	33.36'	S86°13'42"E	02°01'38"	
	72	943.00'	33.36'	33.36'	S84°12'04"E	02°01'38"	
	73	943.00'	33.36'	33.36'	S82°10'26"E	02°01'38"	
	74	943.00'	31.32'	31.33'	S80°12'31"E	01°54'12"	
C8		332.00'	68.51'	68.63'	S85°10'45"E	11°50'40"	
	77	332.00'	11.85'	11.85'	S80°16'47"E	02°02'44"	
	78	332.00'	30.00'	30.01'	S83°53'31"E	05°10'44"	
	79	332.00'	26.76'	26.77'	S88°47'29"E	04°37'12"	
C9		427.00'	88.11'	88.27'	N85°10'45"W	11°50'40"	
	79	427.00'	34.42'	34.43'	N88°47'29"W	04°37'12"	
	78	427.00'	38.58'	38.60'	N83°53'31"W	05°10'44"	
	77	427.00'	15.24'	15.24'	N80°16'47"W	02°02'44"	
C10		786.00'	162.20'	162.49'	N85°10'45"W	11°50'40"	
	74	786.00'	24.47'	24.47'	N80°08'56"W	01°47'02"	
	73	786.00'	30.00'	30.00'	N82°08'04"W	02°11'14"	
	72	786.00'	30.00'	30.00'	N84°19'18"W	02°11'14"	
	71	786.00'	30.00'	30.00'	N86°30'32"W	02°11'14"	
	70	786.00'	30.00'	30.00'	N88°41'46"W	02°11'14"	
	69	786.00'	17.99'	17.99'	S89°33'16"W	01°18'42"	
C11		119.00'	11.09'	11.09'	N03°45'44"W	05°20'26"	
C12		760.00'	156.83'	157.11'	S85°10'45"E	11°50'40"	
	84	760.00'	21.99'	21.99'	N89°43'39"E	01°39'28"	
	85	760.00'	41.36'	41.36'	S87°53'04"E	03°07'06"	
	86	760.00'	50.29'	50.30'	S84°25'45"E	03°47'32"	
	87	760.00'	41.36'	41.36'	S80°58'26"E	03°07'06"	
	88	760.00'	2.09'	2.09'	S79°20'09"E	00°09'28"	
C13		453.00'	93.48'	93.65'	S85°10'45"E	11°50'40"	
	90	453.00'	13.40'	13.40'	S80°06'15"E	01°41'40"	
	91	453.00'	36.84'	36.85'	S83°16'54"E	04°39'38"	
	92	453.00'	30.86'	30.87'	S87°33'51"E	03°54'16"	
	93	453.00'	12.53'	12.53'	N89°41'28"E	01°35'06"	
C14		548.00'	113.08'	113.29'	N85°10'45"W	11°50'40"	
	93	548.00'	15.16'	15.16'	S89°41'28"W	01°35'06"	
	92	548.00'	37.34'	37.34'	N87°33'51"W	03°54'16"	
	91	548.00'	44.56'	44.58'	N83°16'54"W	04°39'38"	
	90	548.00'	16.21'	16.21'	N80°06'15"W	01°41'40"	
C15		665.00'	137.23'	137.47'	N85°10'45"W	11°50'40"	
	88	665.00'	1.84'	1.84'	N79°20'10"W	00°09'30"	
	87	665.00'	36.19'	36.19'	N80°58'26"W	03°07'06"	
	86	665.00'	44.01'	44.01'	N84°25'45"W	03°47'32"	
	85	665.00'	36.19'	36.19'	N87°33'04"W	03°07'06"	
	84	665.00'	19.24'	19.24'	S89°43'39"W	01°39'28"	
C16		237.00'	22.04'	22.05'	N03°46'01"W	05°19'53"	
C17		603.00'	124.43'	124.66'	S85°10'45"E	11°50'40"	
	97	603.00'	32.86'	32.86'	S89°32'25"E	03°07'20"	
	98	603.00'	53.42'	53.43'	S85°26'26"E	05°04'38"	
	99	603.00'	38.35'	38.36'	S81°04'46"E	03°38'42"	
C18		610.00'	125.88'	126.10'	S85°10'45"E	11°50'40"	
	101	610.00'	2.95'	2.95'	S79°23'44"E	00°16'38"	
	102	610.00'	30.26'	30.26'	S80°57'19"E	02°50'32"	
	103	610.00'	30.26'	30.26'	S83°47'51"E	02°50'32"	
	104	610.00'	36.11'	36.12'	S86°54'53"E	03°23'32"	
	105	610.00'	26.51'	26.52'	S89°51'22"E	02°29'26"	
C19		15.00'	21.45'	23.90'	S45°27'06"E	91°17'57"	
C20		705.00'	145.48'	145.74'	N85°10'45"W	11°50'40"	
	105	705.00'	30.64'	30.65'	N89°51'22"W	02°29'26"	
	104	705.00'	41.73'	41.74'	N86°54'53"W	03°23'32"	
	103	705.00'	34.97'	34.97'	N83°47'51"W	02°50'32"	
	102	705.00'	34.97'	34.97'	N80°57'19"W	02°50'32"	
	101	705.00'	3.41'	3.41'	N79°23'44"W	00°16'38"	
C21		508.00'	104.83'	105.02'	N85°10'45"W	11°50'40"	
	99	508.00'	32.31'	32.32'	N81°04'46"W	03°38'42"	
	98	508.00'	45.00'	45.02'	N85°26'26"W	05°04'38"	
	97	508.00'	27.68'	27.68'	N89°32'25"W	03°07'20"	
C22		482.00'	99.46'	99.64'	S85°10'45"E	11°50'40"	
	121	482.00'	12.45'	12.46'	S79°59'50"E	01°28'50"	
	120	482.00'	53.96'	53.99'	S83°56'47"E	06°25'04"	
	119	482.00'	33.19'	33.20'	S89°07'42"E	03°56'46"	
C23		731.00'	150.85'	151.12'	S85°10'45"E	11°50'40"	
	123	731.00'	16.94'	16.94'	S79°55'15"E	01°19'40"	
	124	731.00'	45.00'	45.01'	S82°20'55"E	03°31'40"	
	125	731.00'	45.00'	45.01'	S85°52'35"E	03°31'40"	
	126	731.00'	44.15'	44.16'	S89°22'15"E	03°27'40"	
C24		15.00'	20.97'	23.22'	S44°32'54"W	88°42'04"	
C25		826.00'	170.45'	170.75'	N85°10'45"W	11°50'40"	
	126	826.00'	49.89'	49.90'	N89°22'15"W	03°27'40"	
	125	826.00'	50.85'	50.85'	N85°52'35"W	03°31'40"	
	124	826.00'	50.85'	50.85'	N82°20'55"W	03°31'40"	
	123	826.00'	19.14'	19.14'	N79°55'15"W	01°19'40"	
C26		387.00'	79.86'	80.00'	N85°10'45"W	11°50'40"	
	121	387.00'	10.00'	10.00'	N79°59'50"W	01°28'50"	
	120	387.00'	43.33'	43.35'	N83°56'47"W	06°25'04"	
	119	387.00'	26.65	26.65'	N89°07'42"W	03°56'46"	

CURVE TABLE

CURVE NO.	LOT	CURVE RADIUS	CHORD LENGTH	ARC LENGTH	CHORD BEARING	CENTRAL ANGLE	TANGENT BEARING
C27		325.00'	67.07'	67.19'	S85°10'45"E	11°50'40"	
C28		888.00'	183.25'	183.57'	S85°10'45"E	11°50'40"	
	141	888.00'	21.29'	21.59'	S79°56'38"E	01°22'26"	
	142	888.00'	51.00'	51.01'	S82°16'35"E	03°17'28"	
	143	888.00'	51.00'	51.01'	S85°34'03"E	03°17'28"	
	144	888.00'	57.72'	57.73'	S89°04'32"E	03°43'30"	
	145	888.00'	2.53'	2.53'	N88°58'49"E	00°09'48"	
C29		15.00'	21.45'	23.90'	S45°27'06"E	91°17'58"	
C30		15.00'	20.97'	23.22'	S44°32'54"W	88°42'02"	
C31		150.00'	30.95'	31.01'	N85°10'45"W	11°50'40"	
C32		330.00'	68.10'	68.22'	N85°10'45"W	11°50'40"	
	164	330.00'	45.22'	45.26'	N83°11'09"W	07°51'28"	
	165	330.00'	22.96'	22.96'	N89°06'29"W	03°59'12"	
C33		268.00'	55.30'	55.40'	S85°10'45"E	11°50'40"	
C34		212.00'	43.75'	43.83'	S85°10'45"E	11°50'40"	
C35		181.00'	87.64'	88.52'	N74°53'17"E	28°01'17"	OUT-N60°52'39"E
	192	181.00'	37.24'	37.31'	N82°59'38"E	11°48'34"	
	193	181.00'	51.04'	51.21'	N68°59'00"E	16°12'42"	
C36		15.00'	20.47'	22.53'	S76°05'15"E	86°04'12"	
C37		15.00'	22.54'	25.50'	S15°39'29"W	97°25'16"	OUT-S64°22'07"W
C38		119.00'	50.56'	50.95'	S76°38'01"W	24°31'48"	
C39		15.00'	21.45'	23.90'	N45°27'06"W	91°17'58"	
C40		15.00'	20.97'	23.22'	N44°32'54"E	88°42'02"	
C41		150.00'	145.55'	151.97'	S62°04'37"E	58°02'56"	
	211	150.00'	42.67'	42.82'	S82°55'27"E	16°21'16"	
	212	150.00'	95.63'	97.32'	S56°09'34"E	37°10'30"	
	213	150.00'	11.83'	11.83'	S35°18'44"E	04°31'10"	
C42		216.00'	209.60'	218.84'	N62°04'37"W	58°02'56"	
	OL2	216.00'	10.76'	10.76'	N34°28'48"W	02°51'18"	
	214	216.00'	48.00'	48.10'	N42°17'12"W	12°45'30"	
	215	216.00'	48.00'	48.10'	N55°02'42"W	12°45'30"	
	216	216.00'	48.00'	48.10'	N67°48'12"W	12°45'30"	
	217	216.00'	48.00'	48.10'	N80°33'42"W	12°45'30"	
	218	216.00	15.68'	15.68'	N89°01'17"W	04°09'36"	
C43		15.00'	21.45'	23.90'	N45°27'06"W	91°17'58"	
C44		460.00'	159.59'	160.41'	N10°11'16"E	19°58'46"	
C45		25.00'	36.70'	41.21'	N67°24'08"E	94°26'58"	
C46		437.50'	92.33'	92.50'	S59°18'58"E	12°06'50"	
C47		1162.50'	273.15'	273.78'	S60°00'22"E	13°29'38"	OUT-S66°45'11"E
	218	1162.50'	25.54'	25.54'	S53°53'19"E	01°15'32"	
	OL2	1162.50'	247.77'	248.24'	S60°38'08"E	12°14'06"	
C48		367.00'	24.47'	24.47'	N00°48'32"E	03°49'14"	
	227	367.00'	19.62'	19.62'	N00°25'48"E	03°03'46"	
	228	367.00'	4.85'	4.85'	N02°20'25"E	00°45'28"	
C49		15.00'	21.52'	24.00'	N48°33'07"E	91°39'57"	OUT-S85°36'55"E
C50		444.00'	156.05'	156.86'	S75°29'39"E	20°14'32"	
	234	444.00'	80.13'	80.24'	S80°26'16"E	10°21'18"	
	235	444.00'	76.52'	76.62'	S70°19'00"E	09°53'14"	
C51		25.00'	33.96'	37.33'	S22°35'52"E	85°33'02"	
	236	25.00'	27.56'	29.19'	S31°55'46"E	66°53'14"	
	237	25.00'	8.11'	8.14'	S10°50'45"W	18°39'48"	
C52		540.00'	187.35'	188.30'	S10°11'16"W	19°58'46"	
	239	540.00'	6.21'	6.21'	S19°50'53"W	00°39'32"	
	240	540.00'	31.09'	31.09'	S17°52'09"W	03°17'56"	
	241	540.00'	31.87'	31.88'	S14°31'43"W	03°22'56"	
	242	540.00'	25.72'	25.72'	S11°28'22"W	02°43'46"	
	243	540.00'	30.43'	30.44'	S08°29'36"W	03°13'46"	
	244	540.00'	30.18'	30.19'	S05°16'38"W	03°12'10"	
	245	540.00'	27.55'	27.55'	S02°12'51"W	02°55'24"	
	246	540.00'	5.23'	5.23'	S00°28'31"W	00°33'16"	
C53		15.00'	20.97'	23.22'	S44°32'54"W	88°42'02"	
C54		23.50'	33.23'	36.91'	S42°16'51"E	90°00'00"	
C55		287.00'	19.13'	19.14'	S00°48'32"W	03°49'14"	
	228	287.00'	3.80'	3.80'	S02°20'25"W	00°45'28"	
	227	287.00'	15.34'	15.34'	S00°25'48"W	03°03'46"	
C56		257.00'	17.13'	17.14'	N00°48'32"E	03°49'14"	
C57		53.50'	31.20'	31.66'	N14°14'03"W	33°54'54"	OUT-N01°57'13"W
	238	53.50'	7.16'	7.16'	N01°07'02"W	07°40'22"	
	237	53.50'	24.28'	24.50'	N18°04'14"W	26°14'02"	
C58		1037.50'	194.85'	195.14'	N58°38'51"W	10°46'36"	IN-N64°02'09"W
C59		562.50'	118.71'	118.93'	N59°18'58"W	12°06'50"	
C60		25.00'	34.10'	37.53'	N22°21'57"W	86°00'52"	OUT-N20°38'29"E
C61		370.00'	44.80'	44.82'	N17°10'15"E	06°56'28"	OUT-N13°42'01"E
C62		1037.50'	966.41'	1105.27'	S84°16'24"W	55°30'58"	OUT-N67°58'07"W
C63		50.00'	80.92'	94.28'	N19°15'56"E	108°02'32"	IN-N73°17'12"E
C64		100.00'	63.44'	64.55'	S16°15'43"E	36°59'14"	OUT-N34°45'20"W
C65		25.00'	34.32'	37.82'	N45°34'12"E	86°40'35"	
C66		1162.50'	599.65'	606.51'	S85°09'07"E	29°53'34"	IN-S70°12'20"E OUT-N79°54'06"E
C67		10.00'	10.68'	11.27'	N01°05'17"E	64°33'04"	OUT-N33°21'49"E
	237	10.00'	5.08'	5.14'	N16°28'19"W	29°25'52"	
	236	10.00'	6.03'	6.03'	N15°48'13"E	35°07'12"	
C68		53.00'	28.01'	28.35'	N18°02'29"E	30°38'40"	
	236	53.00'	22.77'	22.95'	N20°57'40"E	24°48'18"	
	235	53.00'	5.40'	5.40'	N05°38'20"E	05°50'22"	
C69		27.00'	9.21'	9.26'	S12°32'29"W	19°38'40"	OUT-S22°21'49"W
C70		10.00'	13.33'	14.58'	S64°08'46"W	83°33'54"	OUT-N74°04'17"W
C71		53.50'	12.31'	12.33'	N80°40'34"W	13°12'34"	
C72		15.00'	21.45'	23.90'	S45°27'06"E	91°17'58"	
C73		15.00'	20.97'	23.22'	N44°32'54"E	88°42'02"	
C74		15.00'	18.31'	19.69'	N51°18'15"E	75°12'28"	

LOT AREA TABLE

LOT/OL	AREA SF	LOT/OL	AREA SF	LOT/OL	AREA SF	LOT/OL	AREA SF
1	5123	65	4155	129	4275	193	11884
2	2750	66	6158	130	3515	194	7532
3	2750	67	3374	131	3515	195	8972
4	2750	68	2867	132	3515	196	5900
5	2750	69	3010	133	4275	197	5900
6	2750	70	3017	134	3515	198	5900
7	2750	71	3011	135	3515	199	5900
8	3202	72	3007	136	3515	200	5900
9	4569	73	3006	137	5653	201	5900
10	2613	74	2999	138	6352	202	7664
11	2613	75	2850	139	6307	203	7150
12	2613	76	2850	140	5100	204	5900
13	2802	77	3011	141	5209	205	5100
14	2803	78	3259	142	5474	206	5100
15	2613	79	3215	143	5643	207	5100
16	3277	80	2850	144	6214	208	5100
17	7457	81	2850	145	5968	209	5100
18	5900	82	4554	146	5151	210	5100
19	5900	83	4852	147	5151	211	5713
20	6424	84	3604	148	5959	212	6512
21	6373	85	3684	149	5151	213	5287
22	6648	86	4480	150	5151	214	5832
23	5900	87	3684	151	5151	215	5832
24	5100	88	2954	152	7302	216	5832
25	5100	89	2945	153	7075	217	5832
26	5900	90	3643	154	5959	218	311319
27	5900	91	3868	155	5959	219	2752
28	6500	92	3240	156	5959	220	2400
29	6500	93	3661	157	5959	221	2200
30	6952	94	3515	158	6565	222	2200
31	6500	95	4702	159	6565	223	2200
32	6500	96	4702	160	6565	224	2200
33	3452	97	4521	161	7038	225	2400
34	3000	98	4676	162	6500	226	2400
35	3000	99	4563	163	6500	227	2369
36	3000	100	3515	164	6995	228	2238
37	3000	101	3530	165	7212	229	2200
38	3000	102	3099	166	11500	230	2200
39	2750	103	3099	167	10010	231	2400
40	2750	104	3698	168	10010	232	2659
41	2750	105	3650	169	10010	233	2866
42	2750	106	2945	170	10010	234	5164
43	2750	107	3515	171	10010	235	8279
44	2750	108	3515	172	10929	236	6196
45	2750	109	3515	173	8958	237	6282
46	2750	110	2945	174	8071	238	5914
47	2750	111	3515	175	9270	239	6179
48	2750	112	3515	176	8563	240	5913
49	2750	113	3515	177	7521	241	5921
50	4838	114	2945	178	7085	242	5793
51	3277	115	2945	179	6431	243	5373
52	2850	116	3515	180	5559	244	5246
53	3067	117	5340	181	5559	245	4742
54	3096	118	4702	182	7901	246	4714
55	3158	119	4488	183	8086	247	4697
56	3254	120	4624	184	6431	248	4680
57	3383	121	3595	185	6431	249	5085
58	3548	122	3515	186	6431	250	5861
59	3747	123	3620	187	7085	OL 1	108592
60	3963	124	4554	188	7085	OL 2	198382
61	4182	125	4554	189	7085	OL 3	17117
62	4375	126	4548	190	7085	OL 4	322969
63	4460	127	3515	191	7085	OL 5	954937
64	4467	128	3515	192	8356	OL 6	120906

D'ONOFRIO KOTTKE AND ASSOCIATES, INC.
7530 Westward Way, Madison, WI 53717
Phone: 608.833.7530 • Fax: 608.833.1089
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FN:23-07-109

Oct 23, 2024-6:11pm U:\User\2307109\Drawings\2307109 Midpoint Meadows Final Plat.dwg Sheet 7

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

Certified _____, 20_____

Department of Administration

MIDPOINT MEADOWS

LOCATED IN THE NW1/4 OF THE NE1/4, NE1/4 OF THE NW1/4 AND THE NW1/4 OF THE NW1/4 OF SECTION 2, T6N, R8E, CITY OF MADISON, DANE COUNTY, WISCONSIN

SURVEYOR'S CERTIFICATE

I, Brett T. Stoffregan, Professional Land Surveyor S-2742 do hereby certify that in full compliance with the provisions of Chapter 236 of the Wisconsin State Statutes and the Subdivision Regulations of the City of Madison, and under the direction of the owners listed below, I have surveyed, divided and mapped "Midpoint Meadows" and that such plat correctly represents all the exterior boundaries and the subdivision of the land surveyed as is described as follows:

A parcel of land located in the NW1/4 of the NW1/4 and the NE1/4 of the NW1/4 and the NW1/4 of the NE1/4 of Section 2, T6N, R8E, City of Madison, Dane County, Wisconsin to-wit:
Beginning at the Northwest corner of said Section 2; thence N89°40'29"E, 37.02 feet along the North line of said NW1/4 to the Southwest corner of Section 35, T7N, R8E; thence N88°54'29"E, 2213.80 feet along the North line of said NW1/4 to a point on the Northerly extension of Lot 1, Certified Survey Map No. 4332; thence S02°22'16"W, 249.67 feet along said Northerly extension and West line of said Lot 1, to the Southwest corner of said Lot 1; thence S85°27'56"E, 35.18 feet along the South line of said Lot 1; thence S07°25'37"W, 222.26 feet along the West line of lands per Document Number 1826677 to the Northwest corner of Lot 1, Certified Survey Map No. 11145; thence S18°13'52"W, 107.03 feet along the Westerly line of said Lot 1; thence S03°28'52"W, 67.92 feet along said Westerly line; thence S87°16'08"E, 36.00 feet along said Westerly line; thence S02°43'52"W, 27.64 feet along said Westerly line to the Southwest corner of said Lot 1; thence S86°11'28"E, 171.70 feet along the South line of said Lot 1 to the Southeast corner of Certified Survey Map No. 11145; thence N01°56'59"E, 197.27 feet to the Northeast corner of Certified Survey Map No. 11145; thence S85°44'51"E, 4.78 feet along the South line of lands per Document Number 1826677 to the Southeast corner of said lands; thence N02°13'54"E, 490.08 feet along the East line of said lands and the East line of Certified Survey Map No. 4332 to a point on the North line of said NW1/4; thence N88°54'29"E, 203.62 feet along said North line to the North 1/4 corner of Section 2, T6N, R8E; thence N88°13'54"E, 23.21 feet along said North of said NE1/4 to the South 1/4 corner of Section 35, T7N, R8E; thence N89°04'11"E, 1003.64 feet along said North line to a point on the Northerly extension of the West line of Ashbury Woods Condominium and Lot 1, Certified Survey Map No. 9644; thence S00°19'41"W, 649.27 feet along West line of Ashbury Woods Condominium and Lot 1, Certified Survey Map No. 9644 and the Northerly and Southerly extension thereof to the centerline of Raymond Road; thence S56°30'55"W, 1539.59 feet along the centerline of Raymond Road to the centerline of Marty Road; thence N01°56'59"E, 156.41 feet along the centerline of Marty Road; thence S88°53'55"W, 2405.49 feet along unplatted lands, the North line of Lot 2, Certified Survey Map No. 8021, the North line of Lot 1, Certified Survey Map No. 8021, the North line of Lot 6, Hickory Hills, the North right-of-way line of Hickory Ridge Road, the North line of Lot 1, Certified Survey Map No. 13277 and the North line of Lot 2, Certified Survey Map No. 15452 to the North west corner of said Lot 2 also being on the East line of Lot 41, First Addition to Hawk's Creek; thence N00°30'54"E, 1321.66 feet along the East lines of Lots 41 and 42, First Addition to Hawk's Ridge and the West line of said NW1/4 to the point of beginning.
Containing 4,401,120 square feet (101.036 acres).

Dated this 23rd day of October, 2024

_____
Brett T. Stoffregan, Professional Land Surveyor, S-2742

OWNER'S CERTIFICATE

VH Midpoint Meadows, LLC a limited liability company duly organized and existing under and by virtue of the laws of the State of Wisconsin, as owner, does hereby certify that said limited liability company caused the land described on this plat to be surveyed, divided, mapped and dedicated as represented on this plat.

VH Midpoint Meadows, LLC does further certify that this plat is required by S236.10 or S236.12 Wisconsin Statutes to be submitted to the following agencies for approval or objection:

Department of Administration
Common Council, City of Madison

In witness whereof, VH Acquisitions, LLC has caused these presents to be signed this _____day of_____, 2024.

VH Midpoint Meadows, LLC
By: Forgewell Building Group, LLC, its Sole Member

_____
Chris Ehlers, Authorized Representative

STATE OF WISCONSIN)
COUNTY OF DANE) S.S

Personally came before me this_____day of_____, 2024, the above person to me known to be the person who executed the foregoing instrument and acknowledged the same.

My Commission expires _____
Notary Public, Dane County, Wisconsin

MADISON PLAN COMMISSON CERTIFICATE

Approved for recording per the Secretary of the City of Madison Plan Commission

By:_____ Date:_____
Matt Wachter, Secretary of the Plan Commission

MADISON COMMON COUNCIL CERTIFICATE

Resolved that the plat of "Midpoint Meadows" located in the City of Madison, was hereby approved by Enactment Number_____, File I.D. Number_____.adopted the day of_____, 2024, and that said Enactment further provided for the acceptance of those lands dedicated and rights conveyed by said plat to the City of Madison for public use.

Dated this_____day of_____, 2024.

_____
Maribeth Witzel-Behl, Clerk, City of Madison, Dane County, Wisconsin

CITY OF MADISON TREASURER'S CERTIFICATE

I, Craig Franklin, being the duly appointed, qualified, and acting Treasurer of the City of Madison, Dane County, Wisconsin, do hereby certify that, in accordance with the records in my office, there are no unpaid taxes or unpaid special assessments as of this_____day of _____, 2024 on any of the lands included in the plat of "Midpoint Meadows".

_____
Craig Franklin, Treasurer, City of Madison, Dane County, Wisconsin

DANE COUNTY TREASURER'S CERTIFICATE

I, Adam Gallagher, being the duly elected, qualified, and acting treasurer of the County of Dane, do hereby certify that in accordance with the records in my office, there are no unpaid taxes or special assessments as of this_____day of_____, 2024 affecting the land included in "Midpoint Meadows".

_____
Adam Gallagher, Treasurer, Dane County, Wisconsin

REGISTER OF DEEDS CERTIFICATE

Received for recording this_____day of_____, 2024

at_____ _.M. and recorded in Volume_____of Plats on Pages_____as Document Number_____.

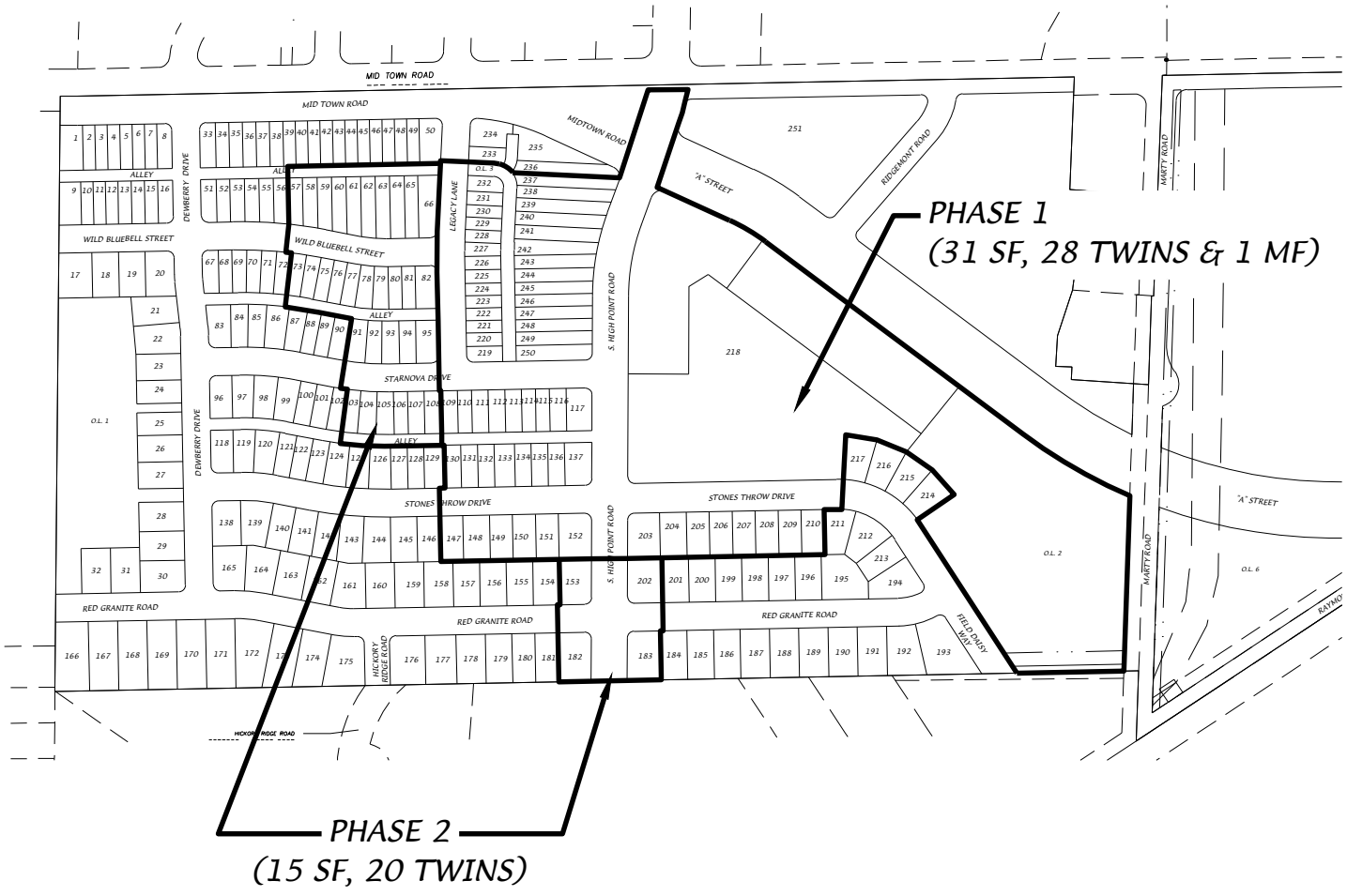
_____
Kristi Chlebowski, Dane County Register of Deeds

D'ONOFRIO KOTTKE AND ASSOCIATES, INC.
7530 Westward Way, Madison, WI 53717
Phone: 608.833.7530 • Fax: 608.833.1089
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FN:23-07-109

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Midpoint Meadows Phase Map



D'ONOFRIO KOTTKE AND ASSOCIATES, INC.

7530 Westward Way, Madison, WI 53717
Phone: 608.833.7530 • Fax: 608.833.1089
YOUR NATURAL RESOURCE FOR LAND DEVELOPMENT

0 400

Scale 1" = 400'

DATE: 04-14-25
F.N.: 24-05-111
REV.

DRAWN BY: DRH

U:/USER/2307109/DRAWINGS/Phase Map-Midpoint Meadows.dwg



B.P.W. EXHIBIT OF PUBLIC IMPROVEMENTS
MIDPOINT MEADOWS PHASE 2
B.P.W. MEETING DATE: 07/16/2025

City of Madison

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

Master

File Number: 89106

File ID:	89106	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	BOARD OF PUBLIC WORKS
				File Created Date :	07/08/2025
File Name:	Assessing Benefits Lowell Street Assessment District - 2024.			**Final Action:**	

Title: Assessing Benefits Lowell Street Assessment District - 2024. (District 13)

Notes: Andrew Zwieg

CC Agenda Date:	08/05/2025
Agenda Number:	42.
Sponsors:	BOARD OF PUBLIC WORKS
Effective Date:	
Attachments:	14078_FinalLowell_Assess.pdf, SpecialAssessWaiver-908LowellSt_signed.pdf
Enactment Number:	
Author:	Jim Wolfe, City Engineer
Hearing Date:	
Entered by:	jjohnson@cityofmadison.com
Published Date:	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	7/22/2025	Robert Mulcahy	Approve	7/24/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	07/08/2025	Refer	BOARD OF PUBLIC WORKS		07/16/2025	
	Action Text: This Resolution was Refer to the BOARD OF PUBLIC WORKS						
1	BOARD OF PUBLIC WORKS	07/16/2025	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass
	Action Text: A motion was made by Ald. Guequierre, seconded by Williams, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.						

Text of Legislative File 89106

Fiscal Note

No appropriation required.

Title

Assessing Benefits Lowell Street Assessment District - 2024. (District 13)

Body

WHEREAS, the construction of Lowell Street Assessment District - 2024 improvement(s) 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 - Final Schedule of Assessments

Date: **July 16, 2025**
Project ID: **14078**
Project Name: **Lowell Street Assessment District - 2024**
Project Description: **Lowell Street between W Lakeside Street and S Shore Drive**

*A factor has been applied for 10 ft of pavement reconstruction work adjacent to lots that abut more than one street and are single-family or two-family residential dwellings

								Street Reconstruction Items							Sanitary Sewer Construction Items				Storm Sewer Construction Item		
								Remove Concrete Driveway Assessment Apron @		Replace Concrete Driveway Apron Assessment @		10' Pavement Reconstruction Assessment @			Sanitary Sewer Reconnect Assessment @		Remove & Replace Sanitary Lateral Assessment @		Private Storm Sewer Connection Assessment @		Total Assessment
Parcel Information			Frontage					$1.51	per SF	$4.56	per SF	$44.52	per LF		$1,081.10	per Each	$23.95	per LF	$1,371.80	per Each	
Parcel No./ Zoning	Owner Name/ Mailing Address	Situs Address/ Parcel Location	LF	LF	Frontage Street	Frontage Street	Multiple Frontage	SF	Cost	SF	Cost	Factor*	LF	Cost	Each	Cost	LF	Cost	Each	Cost	
070926202014 TR-C2	O'BRIEN, COLIN D & NORA C CECCHINI 908 LOWELL ST MADISON, WI 53715-1736	908 Lowell St	50.00	---	Lowell St	---	No	134.00	$201.67	124.00	$564.82	1.00	50.00	$2,226.00	1.00	$1,081.10	33.00	$790.35	2.00	$2,550.00	$7,413.94
070926202022 TR-C2	BECK, JUSTIN K & EMILY M 803 SOUTH SHORE DR MADISON, WI 53715	803 South Shore Dr	126.60	51.00	Lowell St	South Shore Dr	Yes	252.00	$379.26	249.00	$1,134.20	0.50	126.60	$2,818.12	1.00	$1,081.10	31.00	$742.45	0.00	$0.00	$6,155.12
070926202345 TR-C2	HOPPE, JAMIE W & JANE P 802 W LAKESIDE ST MADISON, WI 53715	802 W Lakeside St	120.00	50.00	Lowell St	W Lakeside St	Yes	223.00	$335.62	230.00	$1,047.65	0.50	120.00	$2,671.20	0.00	$0.00	0.00	$0.00	0.00	$0.00	$4,054.47
070926203070 TR-C2	HARTKE, CARL JOHN KIM HARTKE 723 SOUTH SHORE DR MADISON, WI 53715	723 South Shore Dr	136.00	50.00	Lowell St	South Shore Dr	Yes	116.00	$174.58	195.50	$890.50	0.50	136.00	$3,027.36	1.00	$1,081.10	28.00	$670.60	1.00	$1,371.80	$7,215.94
070926203088 TR-C2	MCGRATH, MITCHAL W 909 LOWELL ST MADISON, WI 53715	909 Lowell St	50.00	---	Lowell St	---	No	109.00	$164.05	126.50	$576.21	1.00	50.00	$2,226.00	1.00	$1,081.10	25.00	$598.75	1.00	$1,225.00	$5,871.10
070926203096 TR-C2	WAGNER, BRADLEY T 3314 LEYTON LN MADISON, WI 53713	722 W Lakeside St	120.00	50.00	Lowell St	W Lakeside St	Yes	249.50	$375.50	236.50	$1,077.26	0.50	120.00	$2,671.20	1.00	$1,081.10	25.00	$598.75	0.00	$0.00	$5,803.81
		TOTALS						1,083.50	$1,630.67	1,161.50	$5,290.63	---	602.60	$15,639.88	5.00	$5,405.50	142.00	$3,400.90	4.00	$5,146.80	$36,514.38

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 $2,550.00 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 908 Lowell Street and our land is described as follows: Parcel# 0709-262-0201-4.

IN WITNESS WHEREOF, we have hereunto set our hands and seals this 26 day of June, 20 24.

____Nora cecchini_____ - Owner

_____Colin O'Brien_____ - Owner

Rebecca Cecchini

_____ _____ - Witness

City of Madison

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

Master

File Number: 89121

File ID: 89121 **File Type:** Resolution **Status:** Report of Officer

Version: 1 **Reference:** **Controlling Body:** BOARD OF PUBLIC WORKS

File Created Date : 07/09/2025

File Name: Approving plans and specifications for public improvements required to serve the Subdivision known as Hill Valley Phase 2A and authorizing construction to be undertaken by the Developer, Private Contracts 9662 and 9663.

Final Action:

Title: Approving plans and specifications for public improvements required to serve the Subdivision known as Hill Valley Phase 2A and authorizing construction to be undertaken by the Developer, Private Contracts 9662 and 9663. (District 1)

Notes: Kate Kane

CC Agenda Date: 08/05/2025

Agenda Number: 43.

Sponsors: BOARD OF PUBLIC WORKS

Effective Date:

Attachments: 9662_9663 BPW Exhibit.pdf

Enactment Number:

Author: Jim Wolfe, City Engineer

Hearing Date:

Entered by: jjohnson@cityofmadison.com

Published Date:

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	7/22/2025	Robert Mulcahy	Approve	7/24/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	07/09/2025	Refer	BOARD OF PUBLIC WORKS		07/16/2025	
	Action Text: This Resolution was Refer to the BOARD OF PUBLIC WORKS						
1	BOARD OF PUBLIC WORKS	07/16/2025	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass
	Action Text: A motion was made by Ald. Guequierre, seconded by Williams, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.						

Text of Legislative File 89121

Fiscal Note

No City Funds required. Private Contract.

Title

Approving plans and specifications for public improvements required to serve the Subdivision known as Hill Valley Phase 2A and authorizing construction to be undertaken by the Developer, Private Contracts 9662 and 9663. (District 1)

Body

WHEREAS, the developer, VH Hill Valley, LLC, has received the City of Madison's conditional approval to create the subdivision known as Hill Valley; and,

WHEREAS, Section 16.23(9) of the Madison General Ordinances requires the developer to install the public improvements necessary to serve the subdivision; and,

WHEREAS, Section 16.23(9) of the Madison General Ordinances allows the developer to install the improvements in construction phases provided that a Declaration of Conditions, Covenants, and Restrictions is executed for those lots included in future construction phases until such time as surety is provided to the City to guarantee the installation of the public improvements to serve said lots; and,

WHEREAS, the developer proposes to provide public improvements (excluding surface asphalt pavement) to serve Lots 14-18 and 37-60 as Hill Valley Phase 2A (contract 9662); and,

WHEREAS, the developer proposes to provide public surface asphalt pavement improvements to serve Lots 14-18 and 37-60 as Hill Valley Phase 2A - Surface Paving (contract 9663); and,

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 Hill Valley Phase 2A with VH Hill Valley, LLC, or designee with the approval of the City Engineer.

2. 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 Hill Valley Phase 2A - Surface Paving, with VH Hill Valley, LLC, or designee with approval of the City Engineer.

3. That the plans and specifications for the public improvements necessary to serve this subdivision are hereby approved.

4. 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.

5. 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.

6. 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.

7. The developer shall be permitted to assign these contracts with the approval of the City Engineer, and in a form to be approved by the City Attorney.

Hill Valley Phase 2A
Contracts 9662 & 9663
MUNIS 15828
Developer: VH HILL VALLEY, LLC



Summary of Improvements:

- City standard public street, alley, terrace, and sidewalk improvements within the limits of Phase 2A.
- Restoration of all areas disturbed during grading and removals operations on existing Stormwater Utility properties to the south of the Hill Valley plat.
- Public sanitary, storm sewer, and water main improvements to serve Phase 2A.

LEGEND

- FOUND 1" PIPE (UNLESS NOTED)
- FOUND 3/4" REBAR
- FOUND 1-1/4" REBAR
- FOUND CUT "X" IN CONCRETE
- PLACED 3/4"X18" REBAR WT = 1.5 LBS/FT
- ( ) RECORDED AS INFORMATION
- CORPORATE LIMITS OF THE CITY OF MADISON
- SANITARY SEWER
- WATER MAIN
- STORM SEWER
- OVERHEAD UTILITIES
- MANHOLE
- CATCH BASIN/INLET
- POWER POLE
- LIGHT POLE
- HYDRANT
- UTILITY VAULT
- TELECOMMUNICATION PEDESTAL
- ELECTRIC BOX
- SIGN
- SOIL BORING
- EDGE OF TREES
- CONCRETE CURB AND GUTTER
- EXISTING CONTOUR
- CONCRETE
- ( ) RECORDED AS INFORMATOIN

DATE: 02-04-25
REVISED:

FN: 24-07-107
Sheet Number:
1 of 2

SCALE: 1" = 100'
0 100'
(PAGE SIZE: 34x44)

GRID NORTH
WISCONSIN COORDINATE REFERENCE SYSTEMS
DANE COUNTY NAD83(2011)

PRELIMINARY PLAT

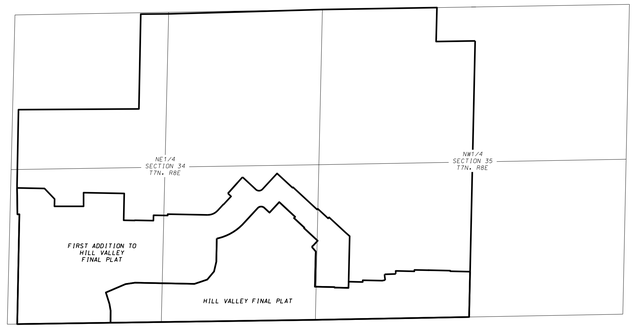
HILL VALLEY

LOCATED IN ALL 1/4'S OF THE NE 1/4 OF SECTION 34 AND IN THE NW1/4 OF THE NW1/4 AND THE SW1/4 OF THE NW1/4 OF SECTION 35, ALL IN T7N, R8E, CITY OF MADISON, DANE COUNTY, WISCONSIN

D'ONOFRIO KOTTKE AND ASSOCIATES, INC.
7530 Westward Way, Madison, WI 53717
Phone: 608.833.7530 • Fax: 608.833.1089
YOUR NATURAL RESOURCE FOR LAND DEVELOPMENT

LOT AREA TABLE

Lot	Area SF	Lot	Area SF	Lot	Area SF	Lot	Area SF	Lot	Area SF	Lot	Area SF	Lot	Area SF	Lot	Area SF	Lot	Area SF	Lot	Area SF
1	5868	76	4500	151	2720	226	5752	301	7080	376	3515	451	3515	526	2755	601	6500	676	6195	751	3774	826	8619
2	5272	77	2684	152	1870	227	4292	302	6120	377	4275	452	2997	527	2755	602	6500	677	7282	752	3774	827	8606
3	5341	78	2613	153	1870	228	3596	303	6120	378	3515	453	3965	528	2755	603	6500	678	4702	753	5052	828	8625
4	6168	79	2755	154	1870	229	3596	304	6120	379	4275	454	3965	529	2755	604	5900	679	3515	754	4702	829	8625
5	4446	80	2755	155	1871	230	3596	305	4702	380	3700	455	4025	530	2755	605	5000	680	2945	755	3515	830	8625
6	5930	81	2612	156	3105	231	4292	306	2945	381	3700	456	4025	531	2755	606	4702	681	3515	756	3515	831	8625
7	9439	82	4583	157	3988	232	4292	307	3515	382	3100	457	4025	532	2755	607	3515	682	5177	757	4275	832	8625
8	4008	83	4702	158	1888	233	4292	308	2945	383	3700	458	3371	533	2755	608	4136	683	17699	758	3515	833	8625
9	7080	84	3515	159	1876	234	3596	309	2945	384	3700	459	3371	534	3182	609	4440	684	11234	759	2945	834	7375
10	7632	85	3515	160	3712	235	3596	310	3515	385	4952	460	3505	535	5192	610	6232	685	11009	760	3514	835	7953
11	8352	86	2945	161	5347	236	3596	311	3515	386	4702	461	3515	536	1760	611	7864	686	10784	761	5957	836	7298
12	7722	87	7492	162	6401	237	4292	312	3515	387	3515	462	4275	537	1760	612	7047	687	10759	762	2945	837	10522
13	9214	88	4761	163	6374	238	4292	313	4530	388	3515	463	3515	538	1760	613	6024	688	12849	763	3515	838	10715
14	7385	89	4644	164	5618	239	4292	314	4008	389	2945	464	2945	539	1760	614	5900	689	32742	764	2945	839	10796
15	7385	90	3847	165	5282	240	3596	315	3358	390	3515	465	3515	540	1760	615	5900	690	5134	765	3515	840	10709
16	7385	91	3885	166	5814	241	4292	316	3358	391	2945	466	4702	541	1760	616	5900	691	3515	766	3515	841	9185
17	7385	92	3885	167	5005	242	3596	317	4008	392	4702	467	3562	542	2400	617	5100	692	2945	767	3515	842	9118
18	9760	93	3255	168	5005	243	3596	318	4008	393	3515	468	2900	543	2400	618	5600	693	2945	768	2945	843	9050
19	10351	94	3255	169	5005	244	4292	319	4008	394	2945	469	2900	544	1760	619	5639	694	2945	769	3515	844	12023
20	8628	95	3885	170	5005	245	3515	320	5510	395	3515	470	2900	545	1760	620	5100	695	3515	770	2945	845	14399
21	8496	96	3885	171	5724	246	2945	321	3164	396	3515	471	2900	546	1760	621	5100	696	2945	771	3515	846	15363
22	8355	97	5202	172	6375	247	3515	322	2342	397	3515	472	2900	547	1760	622	5900	697	2945	772	3515	847	7842
23	8214	98	2945	173	5005	248	3515	323	2364	398	3515	473	2750	548	1760	623	5900	698	2945	773	4702	848	5100
24	8073	99	3515	174	5005	249	2945	324	2377	399	3515	474	2750	549	1760	624	5900	699	3515	774	4702	849	7216
25	7932	100	4797	175	5005	250	2945	325	2389	400	3515	475	2951	550	2912	625	5900	700	3515	775	3515	850	6486
26	7792	101	3979	176	5005	251	3515	326	2401	401	3515	476	3057	551	84067	626	7819	701	3046	776	3515	851	6847
27	7651	102	2612	177	5005	252	3515	327	2412	402	2945	477	3057	552	65588	627	6852	702	3849	777	4275	852	6566
28	8575	103	3694	178	5005	253	3515	328	2282	403	2945	478	3057	553	7439	628	4227	703	3343	778	3515	853	7901
29	6382	104	2337	179	5005	254	3515	329	2060	404	5842	479	3057	554	12593	629	3515	704	4239	779	2945	O.L. 1	145392
30	6384	105	2338	180	5005	255	4702	330	2060	405	2952	480	3057	555	24626	630	2945	705	5704	780	3515	O.L. 2	77151
31	5935	106	2337	181	5005	256	4702	331	2060	406	2200	481	3057	556	13325	631	3515	706	4407	781	2945	O.L. 3	241298
32	5900	107	2337	182	7389	257	3515	332	2060	407	2040	482	3057	557	7701	632	4702	707	5926	782	4275	O.L. 4	27713
33	5900	108	2338	183	7947	258	2945	333	2060	408	2040	483	3057	558	7564	633	4702	708	9466	783	3515	O.L. 5	299649
34	6098	109	2337	184	6628	259	2945	334	2060	409	2040	484	3057	559	8176	634	3515	709	5321	784	2800	O.L. 6	197556
35	6353	110	2337	185	4950	260	3515	335	2060	410	2040	485	3057	560	7278	635	3420	710	3876	785	2800	O.L. 7	4682
36	6698	111	2337	186	5005	261	3515	336	2060	411	2200	486	3057	561	7860	636	3515	711	3876	786	1920	O.L. 8	7453
37	3515	112	2337	187	5005	262	3515	337	2060	412	2200	487	3057	562	6991	637	4702	712	3876	787	1920	O.L. 9	3083
38	6741	113	2337	188	5846	263	2945	338	2060	413	2200	488	3057	563	7759	638	7282	713	3247	788	1920	O.L. 10	166469
39	6047	114	2337	189	2612	264	2945	339	2266	414	2200	489	2803	564	5900	639	6195	714	3775	789	1920	O.L. 11	11243
40	5337	115	2337	190	3895	265	2945	340	2630	415	2200	490	2750	565	5900	640	6195	715	3515	790	3154	O.L. 12	54700
41	7080	116	2337	191	4209	266	3515	341	6191	416	2200	491	2900	566	5900	641	6825	716	2945	791	4702	O.L. 13	17202
42	6120	117	2337	192	1920	267	3101	342	3231	417	2040	492	3452	567	5100	642	6825	717	3515	792	3515	O.L. 14	314748
43	6120	118	2714	193	1920	268	2977	343	3195	418	2040	493	6924	568	6352	643	6825	718	4275	793	4275	O.L. 15	376942
44	6120	119	4654	194	1920	269	2945	344	2756	419	2040	494	3515	569	6500	644	6825	719	3515	794	3515	O.L. 16	47006
45	7800	120	3752	195	1920	270	3515	345	2756	420	2040	495	3515	570	6500	645	6825	720	3515	795	2945	O.L. 17	46050
46	7827	121	3752	196	2840	271	3515	346	2756	421	2200	496	4275	571	6500	646	7245	721	3515	796	3515		
47	12698	122	3753	197	2840	272	3515	347	2756	422	3112	497	2945	572	6500	647	7708	722	4275	797	2945		
48	7450	123	3183	198	1920	273	4275	348	2756	423	4702	498	2945	573	6500	648	9089	723	3515	798	3515		
49	6375	124	3183	199	1920	274	2945	349	2756	424	3515	499	2945	574	6500	649	7532	724	4996	799	2945		
50	10482	125	3753	200	1920	275	3515	350	2756	425	3515	500	3515	575	6500	650	10437	725	2812	800	3515		
51	6195	126	3753	201	1920	276	3515	351	2756	426	4275	501	3515	576	7478	651	6835	726	2420	801	2945		
52	6195	127	3183	202	84442	277	3515	352	4134	427	3515	502	4275	577	7266	652	6825	727	2244	802	2945		
53	6195	128	3183	203	76826	278	4275	353	3942	428	2945	503	4275	578	6500	653	6195	728	2244	803	132596		
54	6195	129	3752	204	155655	279	6125	354	2090	429	3541	504	4702	579	6900	654	6195	729	2244	804	120270		
55	6825	130	4179	205	129221	280	4870	355	2090	430	4506	505	2552	580	6900	655	6195	730	2244	805	4702		
56	3515	131	4940	206	2945	281	3515	356	2090	431	5486	506	2200	581	6900	656	6195	731	2244	806	2755		
57	4275	132	4536	207	2945	282	2945	357	2090	432	4970	507	2200	582	7798	657	6720	732	2244	807	2755		
58	3515	133	3763	208	3515	283	2945	358	2090	433	2945	508	2200	583	6924	658	6531	733	2244	808	2755		
59	3515	134	3183	209	2945	284	2945	359	2090	434	2945	509	2200	584	5900	659	6195	734	2247	809	2755		
60	4275	135	3183	210	3515	285	3515	360	3895	435	4702	510	2200	585	5900	660	6195	735	2669	810	2755		
61	3515	136	3182	211	3515	286	3515	361	3895	436	4750	511	2200	586	5808	661	6195	736	2690	811	2755		
62	4275	137	3182	212	2945	287	2945	362	2090	437	3515	512	2200	587	6220	662	6195	737	2955	812	2755		
63	3515	138	3183	213	2945	288	2945	363	2090	438	3517	513	2200	588	5100	663	6825	738	2985	813	2755		
64	2945	139	3183	214	2945	289	3515	364	2090	439	7072	514	2200	589	5100	664	6825	739	3009	814	2619		
65	3515	140	3182	215	3515	290	3515	365	2090	440	3515	515	2039	590	5100	665	6825	740	3026	815	7648		
66	3515	141	3753	216	3515	291	3759	366	2090	441	4275	516	2039	591	5900	666	8191	741	3036	816	6186		
67	2945	142	4654	217	3515	292	6375	367	2090	442	3515	517	2039	592	5900	667	9432	742	3040	817	2040		
68	3515	143	3267	218	3515	293	6375	368	7069	443	3515	518	2039	593	5900	668	7722	743	2945	818	2040		
69	2945	144	2040	219	3230	294	5727	369	2945	444	3515	519	2199	594	5900	669	7245	744	5369	819	2040		
70	3515	145	2040	220	2945	295	6370	370	3515	445	4750	520	3742	595	5900	670	6825	745	5497	820	2040		
71	4267	146	2040	221	3515	296	7539	371	2945	446	36466	521	4338	596	6693	671	6825	746	4445	821	2040		
72	2750	147	2040	222	2375	297	11876	372	3515	447	98546	522	2755	597	7042	672	6825	747	3996	822	2040		
73	3700	148	2040	223	2375	298	7080	373	3515	448	58849	523	2755	598	7204	673	6825	748	3162	823	2040		
74	3100	149	2040	224	2613	299	7080	374	4702	449	35884	524	2755	599	6500	674	6825	749	3774	824	2040		
75	3700	150	2890	225	3039	300	7080	375	4702	450	4702	525	2755	600	6500	675	6195	750	4590	825	2392		



LOCATION MAP
1"=500'

SURVEYOR'S CERTIFICATE

I, Brett T. Stoffregen, Professional Land Surveyor S-2742, hereby certify that, in accordance with the provisions outlined in Chapter 236 of the Wisconsin Statutes and the subdivision regulations of the City of Madison, I have conducted a survey of Midpoint Meadows and that this survey accurately delineates the exterior boundaries of the preliminary plat described as follows:

A parcel of land located in the NW1/4 of the NE1/4, NE1/4 of the NE1/4, SE1/4 of the NE1/4 and the SW1/4 of the NE1/4 of Section 34 and the NW1/4 of the NW1/4 and the SW1/4 of the NW1/4 of Section 35, T7N, R8E, City of Madison, Dane County, Wisconsin to-wit:

Beginning at the East 1/4 corner of said Section 34;
thence S89°11'12"W, 2546.36 feet along the North line of Lot 37 and Outlot 4, Mid Town Commons, the North right-of-way line of Waldorf Boulevard, the North line of Outlot 2 and Lot 2, Springs at Pleasant View and the North right-of-way line of Mica Road to the East right-of-way line of Pleasant View Road - County Highway "M";
thence N01°07'30"E, 937.61 feet along said East right-of-way line;
thence N89°59'17"W, 16.65 feet along said East right-of-way line;
thence N00°49'59"W, 244.49 feet along said East right-of-way line;
thence N01°07'30"E, 648.50 feet along said East right-of-way line to the Southwest corner of Lot 1, Certified Survey Map No. 14786;
thence N89°38'56"E, 1028.06 feet along the South line of Lots 1-3, Certified Survey Map No. 14786, the South right-of-way line of South View Road, the South line Lots 4, 5 and 12, Block 2, Westview Hills to the Southwest corner of said Lot 4;
thence N01°07'45"E, 809.90 feet along the East line of Lots 2, 3 4 and 9, Block 2, Westview Hills and the East right-of-way line of Prairie Hill Drive to the Northeast corner of said Lot 9;
thence N89°34'51"E, 239.98 feet to the Northwest corner of the NE1/4 of the NE1/4 of said Section 34, also being the Southwest corner of Lot 20, Applewood Hills;
thence N88°25'55"E, 728.71 feet along the South lines of Lots 18, 19 and 20, Applewood Hill and the South right-of-way line to Landmark Trail to the Southeast corner of said Lot 18;
thence N88°19'15"E, 583.13 feet along the South line of Lot 18 and Park, Applewood Hill, to the Southeast corner of said Park, also being the Northeast corner of said Section 34;
thence N89°00'52"E, 978.23 feet along the South line of Outlot 2, Lots 5, 8, 9, 10 17, 18, 19, 22, Newberry Heights and the South right-of-way line of Lois Lowry Lane to the Northwest corner of Lot 1, Certified Survey Map No. 22021;
thence S01°50'34"W, 289.91 feet to the Southwest corner of said Lot 1;
thence N89°06'58"E, 333.19 feet along the South line of said Lot 1 and the Easterly extension thereof to a point on the East line of the NW1/4 of the NW1/4 of said Section 35;
thence S01°15'12"W, 2357.43 feet along said East line and the East line of the SW1/4 of the NW1/4 of said Section 35;
thence S88°56'13"W, 1313.23 feet along the North line of Outlot 4, Valley Ridge and the Easterly extension of said Outlot 4, to the point of beginning.
Containing 9,309,382 square feet (213.714 acres).

Dated this 4th day of February, 2025

Brett T. Stoffregen, Professional Land Surveyor, S-2742

WISCONSIN
BRETT T. STOFFREGEN
S-2742
MADISON, WISCONSIN
LAND SURVEYOR

NOTES

1. Outlot Designations:
   1 - Dedicated to the Public for Storm Water Management
   2 - Dedicated to the Public for Park Purposes
   3 - Dedicated to the Public for Storm Water Management *
   4 - Dedicated to the Public for Storm Water Management *
   5 - Dedicated to the Public for Park Purposes *
   6 - Dedicated to the Public for Storm Water Management *
   7 - Dedicated to the Public for Storm Water Management
   8 - Dedicated to the Public for Park Purposes *
   9 - Dedicated to the Public for Park Purposes
   10 - Dedicated to the Public for Storm Water Management
   11 - Private Alley, Public Utility Easement over entire Outlot
   12 - Private Open Space
   13 - Private alley, Public pedestrian and emergency access easement
   14 - Dedicated to the Public for Park Purposes
   15 - Dedicated to the Public for Storm Water Management
   16 - Private Open Space
   17 - Reserved for future development

* Outlots 5 and 8 are subject to an Access Easement over its entirety for the benefit of Outlots 3, 4 and 6 for access purposes and the construction, maintenance and repair of public storm water management facilities within Outlots 3, 4 and 6. The Owner of Outlots 3, 4 and 6 shall be responsible for the repair of any damage caused as a result of the use of the Access Easement Area by or on behalf of the Owner of Outlots 3, 4 and 6.

2. Outlot 1, Lots 1, 225-243, 340, 367, 445 shall have no vehicular access to S. High Point Road.
   Lot 547 shall have no access to S. High Point Road except for the North 50 feet of the Lot.

3. All intersection radii are 15 feet unless noted.

4. Zoning:
   Existing - A
   Proposed - TR-P - Lots 1-142, 161-190, 206-352, 369-445, 450-534, 553-783, 791-802, 805-853, Outlots 1-9 and Outlot 11-17
   TR-U1 - Lots 143-160, 191-202, 204, 205, 353-368, 446-449, 535-552, 784-790, 803, 804, Outlot 10
   CC-T - Lot 203
   A - Outlot 17

5. Planner: Vandewalle and Assoc.
   Developer: VH Hill Valley, LLC
   Owner: The High-Spring Limited Partnership

DATE: 02-04-25
REVISED:

FN: 24-07-107
Sheet Number:
2 of 2

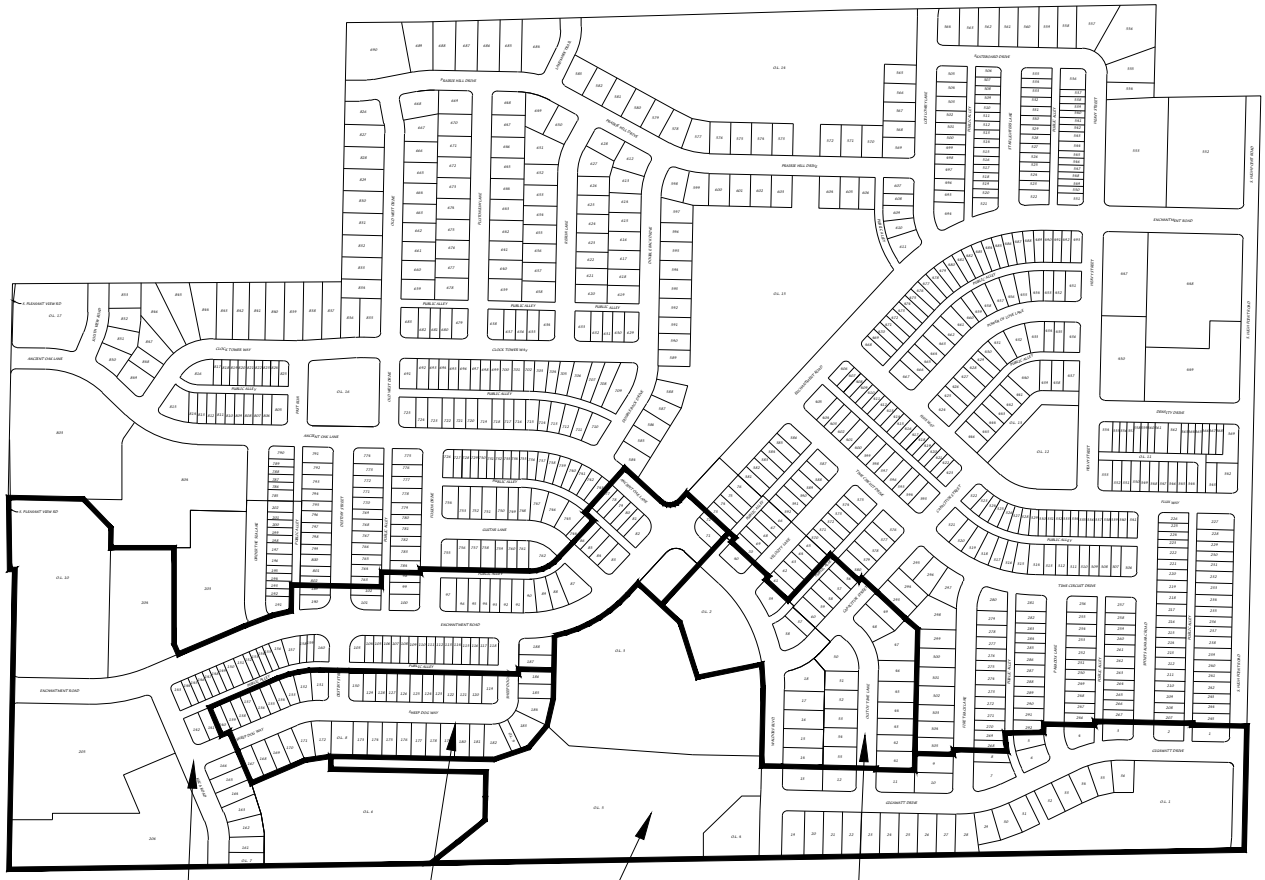
PRELIMINARY PLAT

HILL VALLEY

LOCATED IN ALL 1/4'S OF THE NE 1/4 OF SECTION 34 AND IN THE NW1/4 OF THE NW1/4 AND THE SW1/4 OF THE NW1/4 OF SECTION 35, ALL IN T7N, R8E, CITY OF MADISON, DANE COUNTY, WISCONSIN

D'ONOFRIO KOTTKE AND ASSOCIATES, INC.
7530 Westward Way, Madison, WI 53717
Phone: 608.833.7530 • Fax: 608.833.1089
YOUR NATURAL RESOURCE FOR LAND DEVELOPMENT

Hill Valley - Phase Map



D'ONOFRIO KOTTKE AND ASSOCIATES, INC.

7530 Westward Way, Madison, WI 53717
Phone: 608.833.7530 • Fax: 608.833.1089
YOUR NATURAL RESOURCE FOR LAND DEVELOPMENT

0 600

Scale 1" = 600'

DATE: 05-06-25
REV.:
F.N.: 24-07-107
DRAWN BY: DRH

U:/USER/2407107/DRAWINGS/Phase Map.DWG

PUBLIC ALLEY

VELOCITY LANE (NEIGHBORHOOD STREET)

CAPACITOR ST (NEIGHBORHOOD STREET)

PUBLIC ALLEY

LOT 40

LOT 39

LOT 56

LOT 57

LOT 58

LOT 59

LOT 60

LOT 37

LOT 38

LOT 49

LOT 48

LOT 47

LOT 50

LOT 46

LOT 18

LOT 51

LOT 45

LOT 17

LOT 52

LOT 44

LOT 16

LOT 53

LOT 43

LOT 15

LOT 54

LOT 42

LOT 14

LOT 55

LOT 41

O.L. 2
DEDICATED TO PUBLIC FOR PARK

O.L. 3
STORMWATER MANAGEMENT

O.L. 5
DEDICATED TO PUBLIC FOR PARK

O.L. 4
STORMWATER MANAGEMENT

OUT OF TIME LANE (NEIGHBORHOOD YIELD STREET)

FIRE TRACK LANE (NEIGHBORHOOD STREET)

PARADOX LANE (NEIGHBORHOOD STREET)

PUBLIC ALLEY

WALDORF BLVD (MIXED USED NEIGHBORHOOD STREET)

GIGAWATT DRIVE (NEIGHBORHOOD STREET)

PHASE 2A LIMITS

LEGEND

- SN — SANITARY SEWER
- ST — STORM SEWER
- 8"W — WATER MAIN
- CONCRETE SIDEWALK
- GRASS TERRACE
- ASPHALT PAVEMENT

EXHIBIT OF PUBLIC IMPROVEMENTS
HILL VALLEY PHASE 2A
BPW MEETING - 7/ 16/ 2025

City of Madison

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

Master

File Number: 89226

File ID:	89226	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	CITY ATTORNEY
				File Created Date :	07/17/2025
File Name:	Sole Signer Authorization			**Final Action:**	

Title: Authorizing the Mayor to be the single signer of grant applications, grant agreements and other contracts with the State of Wisconsin and United States government, when required.

Notes: SoleSignerAuthorization

ADOPT UNDER SUSPENSION 8/5/2025

		CC Agenda Date:	08/05/2025
		Agenda Number:	44.
Sponsors:	Regina M. Vidaver And MGR Govindarajan	**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:	Doran Viste	**Hearing Date:**	
Entered by:	mglaeser@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	7/23/2025	Ryan Pennington	Delegated	
1	2	7/23/2025	Christine Koh	Approve	7/30/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Attorney's Office	07/17/2025	RECOMMEND TO COUNCIL TO ADOPT UNDER SUSPENSION OF MGO 2.055				

Action Text: This Resolution was RECOMMEND TO COUNCIL TO ADOPT UNDER SUSPENSION OF MGO 2.055

Text of Legislative File 89226

Fiscal Note

The resolution authorizes the Mayor to be the City's single signer for contracts, agreements,

grant applications, and related forms with the State or federal government in instances where the State or the federal government requires a single City signer. The resolution would not change existing City processes for authorizing or reviewing agreements. No appropriation is required.

Title

Authorizing the Mayor to be the single signer of grant applications, grant agreements and other contracts with the State of Wisconsin and United States government, when required.

Body

WHEREAS, the City frequently enters into agreements with the State of Wisconsin and the federal government as a matter of course, including, among other things, cost-sharing agreements, grants, and other funding agreements; and,

WHEREAS, generally, under City ordinance and policies, the Mayor and the City Clerk sign all contracts entered into by the City; and,

WHEREAS, with technological advances, most contracts are signed electronically; and

WHEREAS, the City has its own internal digital signature application (Accela) used for City signatures and to ensure all legal agreements are reviewed by the appropriate city agencies before final signature; and,

WHEREAS, the State of Wisconsin now requires the use of Docusign® and has asked the City to designate one authorized signer on all agreements. Likewise federal agencies require grantees to sign applications and grant agreements using online portals such as Grants.gov, typically with only one line for one person to sign on behalf of the City; and,
WHEREAS, to ensure that the City has sufficient authority to execute grant applications and contracts with the State of Wisconsin or the federal government, and to allow for their timely execution, this resolution would clarify that the Mayor is designated as the City's single, authorized signer when required.

NOW THEREFORE, BE IT RESOLVED, that when the Mayor and City Clerk have been, or are, authorized to sign contracts or agreements with agencies of the State of Wisconsin or the federal government, if the State or the federal government requires a single City signer, the Mayor is authorized to execute such contract or agreement on behalf of the City after it has been reviewed and approved by all other necessary city departments and the City Attorney. This authorization only designates the Mayor as the person to sign on behalf of the City, instead of the Mayor and the City Clerk together, and is not sufficient, on its own, to authorize the making of the agreement, which still requires specific authorization by the Common Council as provided for under APM 1-1.

BE IT FURTHER RESOLVED that when a single signer is required for online grant applications and related forms with the state or federal government, the Mayor is also authorized to be the City's single signer, after review and approval by the City Attorney and with proper authorization.

City of Madison

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

Master

File Number: 86236

File ID:	86236	**File Type:**	License	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	Clerk's Office
				File Created Date :	11/20/2024
File Name:				**Final Action:**	

Title: Report of Operator License Applications August 5, 2025. See attached report for list of operators.

Notes:

		CC Agenda Date:	08/05/2025
		Agenda Number:	45.
Sponsors:		**Effective Date:**	
Attachments:	New Operators	**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	11/20/2024	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 86236

Title

Report of Operator License Applications August 5, 2025. See attached report for list of operators.

Holder Name	License

ALRC Review - Recommendation: Grant

MEYER, TONY	LICOPR-2025-00281

Police Review - Submit to Council

Holder Name	License
ACKER, BRANDON J	LICOPR-2025-00613
Ackley, Marie G	LICOPR-2025-00606
Anderson, Jazmin	LICOPR-2025-00631
Auchtung, Mark	LICOPR-2025-00620
AVALOS SANCHEZ, JOSE D	LICOPR-2025-00612
BANK, JASON B	LICOPR-2025-00639
BLACKHAWK, KIMBERLY	LICOPR-2025-00538
Boll, Joshua Thomas	LICOPR-2025-00556
Cimino, Michael	LICOPR-2025-00547
Clement, Jasmine	LICOPR-2025-00604
Coppage Aranda, Keiva L	LICOPR-2025-00596
Croxford, Zoe	LICOPR-2025-00633
Curbelo Rodriguez, maria V	LICOPR-2025-00565
De la Nuez, Juan Jose	LICOPR-2025-00597
Fairchild, Noah A	LICOPR-2025-00551
Flynn, Keeley	LICOPR-2025-00591
Gerry, Rebekah	LICOPR-2025-00553
Goodletson, Tessa	LICOPR-2025-00567
Govier, Daniel	LICOPR-2025-00609
Hemingway, Ayslinn A	LICOPR-2025-00566
Herwicz, Mark	LICOPR-2025-00619
Hollas, Eleanor	LICOPR-2025-00573
Hollis, Kayla Rene	LICOPR-2025-00592
Huelsemann, Heather	LICOPR-2025-00621
IMHOFF, STACY M	LICOPR-2025-00549
Issa, Sief M	LICOPR-2025-00622
KELLOGG, PATRICK R.	LICOPR-2025-00602
Kick, Joey	LICOPR-2025-00584
Kilmer, Signe	LICOPR-2025-00581
Kish, Oliver	LICOPR-2025-00607
KNOTEK, ANALI J	LICOPR-2025-00548
Koch, Samantha Cheri	LICOPR-2025-00558
Kreisler, Jordan	LICOPR-2025-00605
KRISHNASVINIVAS, VIDYUT	LICOPR-2025-00626
Lambrecht, Lilly E	LICOPR-2025-00618
LENYARD, ANNE N	LICOPR-2025-00634
Leonard, Hayden	LICOPR-2025-00557
Lofty, Ilsa Madeleine Stone	LICOPR-2025-00544
Lohr, Andrew	LICOPR-2025-00610
Love, Hailey	LICOPR-2025-00580
MENDES, ACHILLES	LICOPR-2025-00542
MENTUIS, REBECCA J	LICOPR-2025-00629
Meske, Landon	LICOPR-2025-00623
MILLER, TAMIKA Y	LICOPR-2025-00627
MOGENSEN, SAMUEL	LICOPR-2025-00598
MONEYPENNY, JACK G	LICOPR-2025-00614
MORELAND, AMY L	LICOPR-2025-00539
MORTENSON, KRISTINA R	LICOPR-2025-00593
Ng, Rowan	LICOPR-2025-00599
Nielsen, Jay	LICOPR-2025-00608
OKORONTA, AKUSU K	LICOPR-2025-00590
Olsen, Ansel	LICOPR-2025-00617
Olson, Julia	LICOPR-2025-00595
PALM, ELIZABETH ROSE ODELL	LICOPR-2025-00615
PHILLIPS, BRETT	LICOPR-2025-00603
PICKL, TROY J	LICOPR-2025-00555

Holder Name	License
Robin, Maxwell	LICOPR-2025-00575
Ross Washington, Ericka	LICOPR-2025-00587
RUSH, ALICIA G	LICOPR-2025-00550
Ryan, Bridget	LICOPR-2025-00543
Seamonson, Kali Jade	LICOPR-2025-00588
SHEEN, GWENDOLYN	LICOPR-2025-00586
Stamp, Rebecca A	LICOPR-2025-00546
SYKES, DAYMITRIUS M	LICOPR-2025-00616
Thedens, Zoe	LICOPR-2025-00611
Thurke, McKenna	LICOPR-2025-00583
Vadnais, Shane Edward	LICOPR-2025-00554
Walker, Brian J	LICOPR-2025-00541
WALKER, MICHAEL	LICOPR-2025-00585
Ward, Brett	LICOPR-2025-00589
Wayss, Alexandra D	LICOPR-2025-00600
WILLIAMS, HUNTLEY	LICOPR-2025-00624
williams, shakur ali	LICOPR-2025-00594
Wissinger, Cole	LICOPR-2025-00601
Wolf, Ferris A	LICOPR-2025-00540
Xiong, Mya	LICOPR-2025-00579
Zago Ledezma, Maria Fernanda	LICOPR-2025-00630

City of Madison

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

Master

File Number: 87483

File ID:	87483	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL EXECUTIVE COMMITTEE
				File Created Date :	03/05/2025
File Name:	Adopting the Updated Elected and Appointed Official Code of Ethical Conduct			**Final Action:**	

Title: Adopting the Updated Elected and Appointed Official Code of Ethical Conduct

Notes:

CC Agenda Date: 08/05/2025

Agenda Number: 46.

Sponsors: Bill Tishler

Effective Date:

Attachments: PROPOSED: Updated Elected and Appointed Official Code of Ethical Conduct3.pdf, IN EFFECT: Elected and Appointed Official Code of Ethical Conduct Updated 7-2-24.pdf, BPW Presentation Elected and Appointed Official Code of Ethical Conduct.pdf, Updated Presentation Elected and Appointed Official Code of Ethical Conduct.pdf, Updated 7-17-25 Elected and Appointed Official Code of Ethical Conduct.pdf

Enactment Number:

Author: Alder Nasra Wehelie

Hearing Date:

Entered by: kkapusta-pofahl@cityofmadison.com

Published Date:

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	3/5/2025	Maggie McClain	Approve	3/25/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Council Office	03/05/2025	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction

Notes: Common Council Executive Committee (3/25/25), Common Council (3/25/25)

1	COMMON COUNCIL	03/11/2025	Refer	COMMON COUNCIL EXECUTIVE COMMITTEE	Pass

Action Text: A motion was made by Figueroa Cole, seconded by Duncan, to Refer to the COMMON COUNCIL EXECUTIVE COMMITTEE,. The motion passed by the following vote:

Notes: Additional Referrals to Board Of Public Works (5/7/25), Plan Commission (5/12/25), Board Of Park Commissioners (5/14/25), Landmarks Commission (5/19/25), Madison Public Library Board (6/5/25), Equal Opportunities Commission (6/12/25), Police Civilian Oversight Board (6/18/25), Transportation Commission (6/25/25), Affirmative Action Commission (7/3/25), Economic Development Committee (7/10/25), Alcohol License Review Committee (7/16/25), Disability Rights Commission (7/24/25), Common Council (8/5/25)

Ayes:	16	Michael E. Verveer; Regina M. Vidaver; Marsha A. Rummel; Nikki Conklin; Yannette Figueroa Cole; Bill Tishler; Tag Evers; Isadore Knox Jr.; Dina Nina Martinez-Rutherford; Jael Currie; Sabrina V. Madison; Charles Myadze; John P. Guequierre; John W. Duncan; Juliana R. Bennettand Derek Field
Noes:	2	MGR Govindarajanand Barbara Harrington-McKinney
Excused:	2	Nasra Wehelieand Amani Latimer Burris
Non Voting:	1	Satya V. Rhodes-Conway

1	COMMON COUNCIL EXECUTIVE COMMITTEE	03/12/2025	Referred	BOARD OF PUBLIC WORKS	

Action Text: This Resolution was Referred to the BOARD OF PUBLIC WORKS

1	COMMON COUNCIL EXECUTIVE COMMITTEE	03/12/2025	Referred	PLAN COMMISSION	05/12/2025

Action Text: This Resolution was Referred to the PLAN COMMISSION

1	COMMON COUNCIL EXECUTIVE COMMITTEE	03/12/2025	Referred	LANDMARKS COMMISSION	

Action Text: This Resolution was Referred to the LANDMARKS COMMISSION

1	COMMON COUNCIL EXECUTIVE COMMITTEE	03/12/2025	Referred	BOARD OF PARK COMMISSIONERS	06/11/2025

Action Text: This Resolution was Referred to the BOARD OF PARK COMMISSIONERS

1	COMMON COUNCIL EXECUTIVE COMMITTEE	03/12/2025	Referred	MADISON PUBLIC LIBRARY BOARD	06/05/2025

Action Text: This Resolution was Referred to the MADISON PUBLIC LIBRARY BOARD

1	COMMON COUNCIL EXECUTIVE COMMITTEE	03/12/2025	Referred	EQUAL OPPORTUNITIES COMMISSION	

Action Text: This Resolution was Referred to the EQUAL OPPORTUNITIES COMMISSION

1	COMMON COUNCIL EXECUTIVE COMMITTEE	03/12/2025	Referred	POLICE CIVILIAN OVERSIGHT BOARD	

Action Text: This Resolution was Referred to the POLICE CIVILIAN OVERSIGHT BOARD

1	COMMON COUNCIL EXECUTIVE COMMITTEE	03/12/2025	Referred	TRANSPORTATION COMMISSION	06/25/2025

Action Text: This Resolution was Referred to the TRANSPORTATION COMMISSION

1	COMMON COUNCIL EXECUTIVE COMMITTEE	03/12/2025	Referred	AFFIRMATIVE ACTION COMMISSION	

Action Text: This Resolution was Referred to the AFFIRMATIVE ACTION COMMISSION

1	COMMON COUNCIL EXECUTIVE COMMITTEE	03/12/2025	Referred	DISABILITY RIGHTS COMMISSION		
	Action Text:	This Resolution was Referred to the DISABILITY RIGHTS COMMISSION				
1	COMMON COUNCIL EXECUTIVE COMMITTEE	03/12/2025	Referred	ALCOHOL LICENSE REVIEW COMMITTEE	07/16/2025	
	Action Text:	This Resolution was Referred to the ALCOHOL LICENSE REVIEW COMMITTEE				
1	COMMON COUNCIL EXECUTIVE COMMITTEE	03/12/2025	Referred	ECONOMIC DEVELOPMENT COMMITTEE	07/16/2025	
	Action Text:	This Resolution was Referred to the ECONOMIC DEVELOPMENT COMMITTEE				
1	ALCOHOL LICENSE REVIEW COMMITTEE	03/19/2025	Table			Pass
	Action Text:	A motion was made by Verveer, seconded by Barushok, to Table. The motion passed by voice vote/other.				
1	ALCOHOL LICENSE REVIEW COMMITTEE	03/19/2025	Take Off The Table			Pass
	Action Text:	A motion was made by Barushok, seconded by Verveer, to Take Off The Table. The motion passed by voice vote/other.				
1	ALCOHOL LICENSE REVIEW COMMITTEE	03/19/2025	Re-refer	ALCOHOL LICENSE REVIEW COMMITTEE	07/16/2025	Pass
	Action Text:	A motion was made by Verveer, seconded by Barushok, to Re-refer to the ALCOHOL LICENSE REVIEW COMMITTEE. The motion passed by voice vote/other.				
1	BOARD OF PUBLIC WORKS	05/07/2025	Return to Lead with the Recommendation for Approval	Council Office		Pass
	Action Text:	A motion was made by Ald. Guequierre, seconded by Williams, to Return to Lead with the Recommendation for Approval to the Council Office. The motion passed by voice vote/other.				
1	PLAN COMMISSION	05/12/2025	Return to Lead with the Recommendation for Approval	COMMON COUNCIL EXECUTIVE COMMITTEE		Pass
	Action Text:	A motion was made by Guequierre, seconded by Heck, to Return to Lead with the Recommendation for Approval to the COMMON COUNCIL EXECUTIVE COMMITTEE. The motion passed by voice vote/other.				
1	MADISON PUBLIC LIBRARY BOARD	06/05/2025	Return to Lead with the Recommendation for Approval	COMMON COUNCIL EXECUTIVE COMMITTEE		Pass
	Action Text:	A motion was made by DeChant, seconded by Lovelace III, to Return to Lead with the Recommendation for Approval to the COMMON COUNCIL EXECUTIVE COMMITTEE. The motion passed by voice vote/other.				
1	BOARD OF PARK COMMISSIONERS	06/11/2025	Return to Lead with the Recommendation for Approval	COMMON COUNCIL EXECUTIVE COMMITTEE		Pass
	Action Text:	Common Council Chief of Staff Kapusta-Pofahl gave an overview of the updated policy. This applies to both Park Commission and subcommittees. Motion made by Harrington, seconded by McDonald, to RETURN TO LEAD WITH THE RECOMMENDATION FOR APPROVAL TO THE COMMON COUNCIL EXECUTIVE COMMITTEE. Motion passed by voice vote/other.				

1	TRANSPORTATION COMMISSION	06/25/2025	Return to Lead with the Recommendation for Approval	COMMON COUNCIL EXECUTIVE COMMITTEE	Pass

Action Text: Common Council Chief of Staff Karen Kapusta-Pofahl provided verbal reports and was available for questions.

Olson moved to Return to Lead with the Recommendation for Approval, seconded by Webber. The motion passed by voice vote/other.

After this item, the meeting went to ITEM 3.

1	ECONOMIC DEVELOPMENT COMMITTEE	07/16/2025	Return to Lead with the Following Recommendation(s)	COMMON COUNCIL

Action Text: Duncan gave an overview of the Code of Ethical Conduct followed by questions and comments from members. A motion was made by Bulgrin seconded by Liggon to return to lead with the recommendation to adopt with the following recommendations:
1. That it stay a living document
2. That it is made available to the public
The motion passed unanimously by voice vote. Madison was absent at the time of the vote.

Notes: A motion was made by Bulgrin seconded by Liggon to return to lead with the recommendation to adopt with the following recommendations:
1. That it stay a living document
2. That it is made available to the public
The motion passed unanimously by voice vote. Madison was absent at the time of the vote.

1	ALCOHOL LICENSE REVIEW COMMITTEE	07/16/2025	Return to Lead with the Recommendation for Approval	COMMON COUNCIL	Pass

Action Text: A motion was made by Farley, seconded by Carter, to Return to Lead with the Recommendation for Approval to the COMMON COUNCIL. The motion passed by voice vote/other. Figueroa Cole abstains.

Recommendation to Add terminology regarding culture and speaking to members of the media.

Notes: Add terminology regarding culture and speaking to members of the media.

Text of Legislative File 87483

Fiscal Note

No City appropriation required.

Title

Adopting the Updated Elected and Appointed Official Code of Ethical Conduct

Body

WHEREAS, the City of Madison's vision is Inclusive, Innovative, and Thriving; and,

WHEREAS, the City of Madison is committed to equity, diversity, inclusion, equal employment and participatory government for all; and,

WHEREAS, the goal of our policy is for City work and meeting environments to be inclusive, equitable, and free of harassment, discrimination, and retaliation; and,

WHEREAS, we expect all members of the Common Council, the Mayor, and members of City Boards, Commissions, and Committees to treat their colleagues, City employees and members of the public in a welcoming, inclusive, fair, respectful, and equitable manner; and,

WHEREAS, in 2023, the Common Council passed RES-23-0000 adopting the Elected and Appointed Official Code of Ethical Conduct; and,

WHEREAS, in 2024, the Common Council passed RES-24-00450 adopting the Sexual Harassment Appendix to the Elected and Appointed Official Code of Ethical Conduct; and,

WHEREAS, the Updated Elected and Appointed Official Code of Ethical Conduct includes additional guidance on expected interactions between officials and members of the public, City staff, and the media; and,

WHEREAS, the Updated Elected and Appointed Official Code of Ethical Conduct also includes the procedure for censure of an alder for violation of the Code;

NOW, THEREFORE, BE IT RESOLVED that the Madison Common Council adopts the Updated Elected and Appointed Official Code of Ethical Conduct.

Elected and Appointed Official Code of Ethical Conduct (Updated)

The City of Madison and its elected and appointed officials (alders, mayor, and City board, commission, or committee members) share a commitment to ethical conduct and service to the city and its residents. In alignment with the City of Madison vision to be inclusive, innovative, and thriving, and its mission to provide the highest quality of service for our residents and visitors, City elected and appointed officials shall maintain the utmost standards of personal integrity, trustfulness, honesty, and fairness in carrying out their public duties, avoid any improprieties in their roles as public servants, comply with all applicable laws, and never use their position to bully, harass, or abuse others. Individuals with a wide variety of backgrounds, personalities, values, opinions, lived experiences and goals participate in the democratic process in Madison, whether on the Council, on a board, commission, or committee, or providing public comment at a Council meeting or City event.

It is vital to recognize that all Council members and BCC members choose to serve in public office and, therefore, have the obligation to preserve and protect the well-being of the community and its residents. In all cases, this common goal should be acknowledged, and elected and appointed officials must recognize that certain behavior is counterproductive, while other behavior will lead to success. Elected and appointed officials are expected to demonstrate, both publicly and privately, their honesty and integrity, and to be an example of appropriate and ethical conduct.

This Code is designed to communicate the expectation that City elected and appointed officials shall treat members of the public, City staff, and each other with respect and courtesy at all times. This policy is intended to promote an inclusive and positive work environment and working relationships and prevent unlawful discrimination.

Elected and Appointed Official Expected Conduct

This policy applies to all elected and appointed City officials and applies to any conduct or interaction that occurs at the workplace and at any location or on any platform that can be reasonably regarded as an extension of the workplace, including but not limited to the use of a telephone, voicemail, text messages, video meeting, and/or any social media or online platforms. City staff members, including department and division heads, are governed by APM 3-5 and APM 2-33.

City elected and appointed officials, in the performance of their duties, shall create and maintain a welcoming, respectful, and inclusive work environment and shall not engage in abusive, violent, bullying, harassing, discriminatory or other threatening or intimidating behavior or language. Bullying, harassment of, or discrimination against any person on the basis of any City protected class* status or statuses is expressly prohibited.

- **Bullying** is repeated, unwanted, aggressive physical or verbal behavior which hurts another individual, physically, mentally, or emotionally.

- **Harassment** is repeated or egregious unwelcome, intimidating, hostile or offensive actions, words, jokes or comments based on any protected class status or statuses.

- **Discrimination** is unfair treatment of an individual or members of a group based on their protected class status.

Bullying, harassment, and discrimination are demeaning to others and undermine the integrity of relationships. In the event that these shared objectives are not met, effort shall be taken to notify the individuals of the substance of the issue so that they can resolve it. Self-correction or informal resolution between parties in a timely manner is strongly encouraged, with formal sanctions only as a rare and last option if informal communication and resolution is unsuccessful.

Elected and Appointed Official Conduct with City Staff

Governance of the City relies on the cooperative efforts of elected and appointed officials who set and recommend policy and the City staff who implement and administer the Council's policies. Therefore, every effort should be made to be cooperative and show mutual respect for the contributions made by each other for the good of the community.

Council members and members of boards, commissions, and committees (BCCs) shall treat all staff as professionals. Clear, honest communication that respects the abilities, experience, and dignity of each individual is expected. Poor behavior toward staff is not acceptable. Council and BCC members should refer to staff by their title or formal salutation followed by the individual's last name in public meetings when first introduced.

All employee performance issues shall be forwarded to the Mayor, the Human Resources Director or the employee's Department/Division Head through professional, private correspondence or conversation.

Elected and appointed officials shall not attempt to unethically influence or coerce City staff concerning either their actions or recommendations to Council.

Nothing in this section shall be construed, however, as prohibiting the Council or a BCC while in session from fully and freely discussing with or suggesting to Department Heads or City employees anything pertaining to City affairs or the interests of the City.

Elected and Appointed Official Conduct Toward Participants in Public Meetings

Making the public feel welcome is an important part of the democratic process and a City strategic objective is to increase desired public participation and diverse viewpoints. For many residents, speaking in front of the Council or a committee is a new and difficult experience. Elected and appointed officials are expected to treat members of the public with care and respect during public meetings by committing full attention to

the speakers or any materials relevant to the topic at hand. Questions directed to members of the public testifying should seek to clarify or expand information, not to insult or interrogate. All elected and appointed officials should convey to the public their respect and appreciation for the public's participation, input, and opinions.
In an instance where a member of the public addressing the body strays from the topic under consideration, exceeds their allotted speaking time, or exhibits behavior or language a Council or BCC member finds inappropriate, they may call point of order and request the issue be addressed.

Elected Official Conduct with the Media
When communicating with the media, elected and appointed officials should clearly differentiate between personal opinions and the official position of the City. Until a vote on any issue is taken, Council members' positions are merely their own.
Council or BCC members should not discuss personnel issues or other matters regarding individual City staff in the media.

Enforcement
Formal sanctions include formal censure by the Common Council or committee of one of its members, removal of a committee member from the body, or, in limited cases pursuant to Wis. Stat. § 17.001, removal of a Common Council member from office. Per state statute, alders and appointees to BCCs can only be removed by a vote of the Council for cause, meaning "inefficiency, neglect of duty, official misconduct or malfeasance in office."

Points of Order During Meetings
Violations of this Policy, when made during a chaired public meeting, may be noted promptly after their occurrence by raising a point of order and stating the violation or concern. The Council President or Chair of the meeting shall rule on the point of order, which does not need a second and is not debatable. The Chair's decision shall stand unless challenged and reversed by a majority vote of the members present and voting as an open session of the Common Council or BCC.

Communication and Reconciliation Between Council or BCC Members
Any Council or BCC member who feels a violation of this Policy has occurred during or outside of a public meeting may raise the issue privately with the other relevant member. Attempts should be made to resolve any issue in a professional, private manner. If unsuccessful, either member may ask for the assistance of the Common Council Chief of Staff or other appropriate City staff in mediating the issue or conflict.

Censure – Complaint Process and Action by Common Council
If the matter remains unresolved, the complaining Alder, City employee or community member may file a sworn written complaint with the City Clerk. The Clerk shall provide a copy of the complaint to the party alleged to be in violation. The Clerk shall provide a copy of the complaint to the Department of Civil Rights and Human Resources for review and possible further investigation or mediation, which will then provide a report on their findings to the Common Council Executive Committee.

Complaints shall first be heard by the Common Council Executive Committee, giving each party to the dispute the opportunity to be heard. If the Common Council Executive Committee, by a majority vote, so recommends, a Censure resolution shall be prepared by the City Attorney stating the findings as directed by the Committee.

If the Censure resolution is sponsored by at least two Alders, it shall be considered by the Common Council. Censure shall only be made upon a majority vote of the entire Common Council.

Elected or appointed City officials, upon entering office or being appointed as a BCC member, shall be provided a copy of this policy and shall acknowledge receipt. Failure to acknowledge receipt does not exempt an individual from the requirements of this policy.

The City shall offer trainings and other supports to promote an inclusive and welcoming environment and provide elected and appointed officials with resources to assist them in resolving any issues that may arise.

Please refer to MGO 3.35 Code of Ethics for regulations on additional aspects of conduct, such as conflicts of interest, use of public office, political activity, and receiving gifts and favors.

*City protected classes: age, arrest record, citizenship status, color, conviction record, credit history, disability, domestic partners, familial status, gender identity, genetic identity, HIV status, homelessness, less than honorable discharge from military, marital status, military/veteran status, national origin/ancestry, non-religious, physical appearance, political beliefs, race, religion, sex, sexual orientation, source of income, student status, unemployment, use or non-use of lawful products off the employer's premises during non-work hours

Appendix A

If a person has experienced or witnessed sexual harassment by an alder or member of a City board, commission or committee while such official is on City business, whether on or off City premises, including at City-sponsored events or other events which the alder or appointed individual attends in their official capacity, the Council encourages the following steps:

- If the person feels comfortable and safe, the person can address the matter informally with the alder or appointed individual.
- The person can report the matter to another alder; the alder will connect the person with the Common Council Chief of Staff.
- The person can contact the Council Chief of Staff; the Chief of Staff will connect the person with the appropriate personnel to report their claim.

Prohibited Conduct:

Examples of actions that could constitute sexual harassment include, but are not limited to:

- Preferential treatment in return for submitting to or engaging in sexual conduct
- Making derogatory or demeaning comments about someone's sexual orientation or gender identity (including but not limited to consistently misgendering an individual)
- Name-calling or using slurs with a gender/sexual connotation
- Making sexual comments about appearance, clothing or body parts
- Rating a person's sexuality
- Asking for sex or sexual conduct
- Asking a person for dates in a coercive manner, or repeatedly asking for a date after having been turned down
- Staring in a sexually suggestive manner
- Unwelcome touching, including pinching, patting, rubbing, or purposefully brushing up against a person, making inappropriate sexual gestures
- Unwelcome sharing of sexual or lewd anecdotes or jokes
- Unwelcome sending of sexually suggestive communications in any format
- Sharing or displaying sexually inappropriate images or videos in any format not necessary for work purposes
- Attempted or actual sexual assault

Reporting:

A person who feels that they have been harassed by an alder or an appointed individual while acting in their official capacity may report the matter to the organizer of the event or relevant meeting authority or the Council Office Chief of Staff. The organizer of the event or the meeting authority will be expected to take appropriate action by its applicable policies, regulations, and rules and shall notify the Council Office Chief of Staff.

Examples of appropriate action may include, but are not limited to:

- Requesting the perpetrator to stop the offending behavior immediately
- Conveying the complaint to the Council Office Chief of Staff

The Council Office Chief of Staff will connect the individual reporting the conduct with the Department of Civil Rights, Human Resources, and the City Attorney. After talking to the

complainant and, if different, the person who was the alleged subject of the sexual harassment, the Department of Civil Rights, the Human Resources Department, and the City Attorney will decide if an investigation or referral to any other agency is needed. Any action taken as a result of an investigation shall be under the applicable Federal, State or City law or applicable City procedure.

Debriefing:

If the Department of Civil Rights, Human Resources, and the City Attorney complete an investigation upon completion of their investigation they shall debrief the complainant, the respondent, the Council President and the Council Office Chief of Staff on the findings of the investigation.

Release of Summary of Findings or Related Documents:

After consideration of safety-related concerns and confidentiality needs related to the investigation, the Common Council President may issue a public summary of findings.

The City will ensure compliance with Wisconsin's Public Records Laws in release of any required documents, redacting such information as required by law.

Retaliation:

Threats, intimidation, or any other form of retaliation against a person who has made a complaint or provided information supporting a complaint are prohibited. An alder or appointed individual or any other entity responsible for Council events will take any reasonable and appropriate action to prevent and respond to retaliation per its applicable policy, regulations, and rules.

Elected and Appointed Official Code of Ethical Conduct

The City of Madison and its elected and appointed officials (alders, mayor, and City board, commission, or committee members) share a commitment to ethical conduct and service to the city and its residents. In alignment with the City of Madison vision to be inclusive, innovative, and thriving, and its mission to provide the highest quality of service for our residents and visitors, City elected and appointed officials shall maintain the utmost standards of personal integrity, trustfulness, honesty, and fairness in carrying out their public duties, avoid any improprieties in their roles as public servants, comply with all applicable laws, and never use their position to bully, harass, or abuse others. This Code is designed to communicate the expectation that City elected and appointed officials shall treat City staff and each other with respect and courtesy at all times. This policy is intended to promote an inclusive and positive work environment and working relationships, and prevent unlawful discrimination.

This policy applies to all elected and appointed City officials and applies to any conduct or interaction that occurs at the workplace and at any location or on any platform that can be reasonably regarded as an extension of the workplace, including but not limited to the use of a telephone, voicemail, text messages, video meeting, and/or any social media or online platforms. City staff members, including department and division heads, are governed by APM 3-5 and APM 2-33.

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Bullying, **harassment,** and **discrimination** are demeaning to others and undermine the integrity of relationships. In the event that these shared objectives are not met, effort shall be taken to notify the individuals of the substance of the issue so that they can resolve it. Self-correction or informal resolution between parties in a timely manner is strongly encouraged, with formal sanctions only as a rare and last option if informal communication and resolution is unsuccessful. Formal sanctions include formal censure by the Common Council or committee of one of its members, removal of a committee member from the body, or, in limited cases pursuant to Wis. Stat. § 17.001, removal of a Common Council member from office. Per state statute, alders and appointees to BCCs

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Elected and Appointed Official Code of Ethical Conduct

Dr. Karen Kapusta-Pofahl

Common Council Chief of Staff

Kkapusta-pofahl@cityofmadison.com

Existing Policy: Elected and Appointed Official Code of Ethical Conduct and Sexual Harassment Appendix

Elected and Appointed Official Code of Ethical Conduct adopted by the Council in January of 2023

Sexual Harassment Appendix adopted by Council in July of 2024

Code seeks to provide shared expectations and guidelines for elected and appointed officials, including members of City boards, commissions, and committees

BCCs are required by resolution to put the code on their agenda annually for discussion

FYI: City staff are governed by APMs (Administrative Procedure Memoranda), including APM 3-5 and APM 2-33

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Provides expectation for general conduct

Prohibits bullying, harassment (including sexual harassment), and discrimination

Encourages informal conflict **resolution**

Describes process for reporting and investigating sexual harassment complaints

Outlines possible sanctions for violation

Seeking BPW Recommendation on Proposed Changes

Referrals: Board of Public Works, Board of Park Commissioners, Landmarks Commission, Madison Public Library Board, Equal Opportunities Commission, Police Civilian Oversight Board, Transportation Commission, Affirmative Action Commission, Economic Development Committee, Alcohol License Review Committee, Disability Rights Commission

New: Additional General Expected Conduct Language

- Individuals with a wide variety of backgrounds, personalities, values, opinions, lived experiences and goals participate in the democratic process in Madison, whether on the Council, on a board, commission, or committee, or providing public comment at a Council meeting or City event.
- It is vital to recognize that all Council members and BCC members choose to serve in public office and, therefore, have the obligation to preserve and protect the well-being of the community and its residents.
- Governance of the City relies on the cooperative efforts of elected and appointed officials who set and recommend policy and the City staff who implement and administer the Council's policies. Therefore, every effort should be made to be cooperative and show mutual respect for the contributions made by each other for the good of the community.

New: Conduct Toward City Staff

- Council and BCC members should refer to staff by their title or formal salutation followed by the individual's last name in public meetings when first introduced.
- All employee performance issues shall be forwarded to the Mayor, the Human Resources Director or the employee's Department/Division Head through professional, private correspondence or conversation.

New: Conduct Toward Members of the Public

- Elected and appointed officials are expected to treat members of the public with care and respect during public meetings by committing full attention to the speakers or any materials relevant to the topic at hand.
- Questions directed to members of the public testifying should seek to clarify or expand information, not to insult or interrogate.
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- When communicating with the media, elected and appointed officials should clearly differentiate between personal opinions and the official position of the City.
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- Any Council or BCC member who feels a violation of this policy has occurred during or outside of a public meeting may raise the issue privately with the other relevant member.
- If unsuccessful, either member may ask for the assistance of the Common Council Chief of Staff or other appropriate City staff in mediating the issue or conflict.

New: Process for Council Censure of an Alder

- If the matter remains unresolved, the complaining alder, City employee or community member may file a sworn written complaint with the City Clerk. The Clerk shall provide a copy of the complaint to the party alleged to be in violation. The Clerk shall provide a copy of the complaint to the Department of Civil Rights and Human Resources for review and possible further investigation or mediation, which will then provide a report on their findings to the Common Council Executive Committee.
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Discussion Questions for BPW Members

In your experience as a BCC member, what are the most common conduct-related challenges in committee meetings?

Are there any topics related to members of boards, commissions, and committees that you would like covered in this policy?

Do you have any questions or comments about the existing policy?

Thank you!

Elected and Appointed Official Code of Ethical Conduct

Dr. Karen Kapusta-Pofahl

Common Council Chief of Staff

Kkapusta-pofahl@cityofmadison.com

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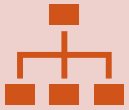
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Discussion Questions



In your experience as a BCC member, what are the most common conduct-related challenges in committee meetings?



Are there any topics related to members of boards, commissions, and committees that you would like covered in this policy?



Do you have any questions or comments about the existing policy?

Thank you!

Elected and Appointed Official Code of Ethical Conduct

Dr. Karen Kapusta-Pofahl

Common Council Chief of Staff

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Existing Policy

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Proposed

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Proposed

Conduct Toward City Staff

Including:

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- All employee performance issues shall be forwarded to the Mayor, the Human Resources Director or the employee's Department/Division Head through professional, private correspondence or conversation.

Proposed

Conduct Toward Members of the Public

Including:

- Elected and appointed officials are expected to treat members of the public with care and respect during public meetings by committing full attention to the speakers or any materials relevant to the topic at hand.
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Conduct Toward the Media

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Proposed

Guidance on Using Point of Order

- In an instance where a member of the public addressing the body strays from the topic under consideration, exceeds their allotted speaking time, or exhibits behavior or language a Council or BCC member finds inappropriate, they may call point of order and request the issue be addressed.
- The Council President or Chair of the meeting shall rule on the point of order, which does not need a second and is not debatable.
- The Chair’s decision shall stand unless challenged and reversed by a majority vote of the members present and voting as an open session of the Common Council or BCC.

Proposed

Additional Conflict Resolution Guidance

- Any Council or BCC member who feels a violation of this policy has occurred during or outside of a public meeting may raise the issue privately with the other relevant member.

- If unsuccessful, either member may ask for the assistance of the Common Council Chief of Staff or other appropriate City staff in mediating the issue or conflict.

Proposed

Process for Council Censure of an Alder

- If the matter remains unresolved, the complaining alder, City employee or community member may file a sworn written complaint with the City Clerk. The Clerk shall provide a copy of the complaint to the party alleged to be in violation. The Clerk shall provide a copy of the complaint to the Department of Civil Rights and Human Resources for review and possible further investigation or mediation, which will then provide a report on their findings to the Common Council Executive Committee.

- Complaints shall first be heard by the Common Council Executive Committee, giving each party to the dispute the opportunity to be heard. If the Common Council Executive Committee, by a majority vote, so recommends, a Censure resolution shall be prepared by the City Attorney stating the findings as directed by the Committee.

- If the Censure resolution is sponsored by at least two alders, it shall be considered by the Common Council. Censure shall only be made upon a majority vote of the entire Common Council.

Discussion Questions

In your experience as a BCC member, what are the most common conduct-related challenges in committee meetings?

Are there any topics related to members of boards, commissions, and committees that you would like covered in this policy?

Do you have any questions or comments about the existing policy?

Thank you!

City of Madison

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

Master

File Number: 88483

File ID:	88483	**File Type:**	Ordinance	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL EXECUTIVE COMMITTEE
				File Created Date :	05/27/2025
File Name:	Signature Requirement for Alder Vacancies			**Final Action:**	

Title: Creating Section 2.035 of the Madison General Ordinances related to requiring elector signatures with application to fill vacancy on the Common Council.

Notes: 6966VacancySignatures

		CC Agenda Date:	08/05/2025
		Agenda Number:	3.
Sponsors:	MGR Govindarajan, Derek Field And Sean O'Brien	**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:	Michael Haas	**Hearing Date:**	
Entered by:	mglaeser@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	5/27/2025	Michael Haas	Approved as to Form	6/16/2025
1	2	5/27/2025	Maggie McClain	Delegated	
Notes:	Delegated: Out Of Office				
1	3	5/27/2025	Christine Koh	Delegated	
1	4	5/28/2025	Robert Mulcahy	Approve	6/3/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Attorney's Office	05/27/2025	Referred for Introduction				
	Action Text:	This Ordinance was Referred for Introduction					
	Notes:	Common Council Executive Committee (7/1/25), Common Council (7/1/25)					
1	COMMON COUNCIL	06/03/2025	Referred	COMMON COUNCIL EXECUTIVE COMMITTEE			

	Action Text:	This Ordinance was Referred to the COMMON COUNCIL EXECUTIVE COMMITTEE			
1	COMMON COUNCIL EXECUTIVE COMMITTEE	07/01/2025	RECOMMEND TO COUNCIL TO RE-REFER - REPORT OF OFFICER		Pass
	Action Text:	A motion was made by Govindarajan, seconded by Lankella, to RECOMMEND TO COUNCIL TO RE-REFER - REPORT OF OFFICER to the 8/5/25 Common Council Executive Committee meeting and the 8/5/25 Common Council meeting. The motion passed by voice vote/other.			
	Notes:	Recommended re-referral to the Common Council Executive Committee (8/5/25) and Common Council (8/5/25)			
1	COMMON COUNCIL	07/01/2025	Re-refer	COMMON COUNCIL EXECUTIVE COMMITTEE	Pass
	Action Text:	A motion was made by Vidaver, seconded by Govindarajan, to Re-refer to the COMMON COUNCIL EXECUTIVE COMMITTEE. The motion passed by voice vote/other.			

Text of Legislative File 88483

Fiscal Note

Implementing the ordinance will require staff time to create the petition document, review petitions, and process challenges. Fiscal impacts are anticipated to be minimal and would be absorbed in the Clerk's office personnel budget. No appropriation is required.

Title

Creating Section 2.035 of the Madison General Ordinances related to requiring elector signatures with application to fill vacancy on the Common Council.

Body

DRAFTER'S ANALYSIS: This ordinance requires applicants to fill a Common Council vacancy to submit a petition containing the names, addresses and signatures of at least 20 electors of the district which has the vacancy. Currently, applicants must submit an application containing the information required by MGO 2.03. This ordinance would require the City Clerk to create a petition document and to review the names and signatures submitted by applicants to determine sufficiency of the signatures, process any challenges to the signatures, and determine whether applicants have qualified to proceed to review by the Common Council Executive Committee.

****

The Common Council of the City of Madison do hereby ordain as follows:

1. Section 2.035 entitled "Signature Requirement for Applicants to Alder Vacancy" of the Madison General Ordinances is created to read as follows:

"**2.035 SIGNATURE REQUIREMENT FOR APPLICANTS TO ALDER VACANCY**

(1) Prior to submission of applications to the Common Council Executive Committee under MGO 2.03, applicants to fill a vacancy on the Common Council shall submit a petition supporting their application. The petition shall contain the signatures of at least 20 and no more than 40 electors of the district with the vacancy. Only one signature per applicant for the same vacancy is valid. In addition to their signature, in order for the signature to be valid, each signer of a petition shall legibly print their name in a space provided next to his or her signature and shall list their municipality of residence for voting purposes, the street and number, if any, on which the signer resides, and the date of signing. All signers on each petition shall reside in the jurisdiction or district which the applicant named on the paper will represent, if appointed.

(2) Each petition shall have substantially the following words printed at the top:

I, the undersigned, request that the name of *(insert applicant's first and last name)*, residing at *(insert applicant's street address)* be considered for appointment to *(insert district number)* District Alder. I am eligible to vote in the *(name of jurisdiction or district in which applicant seeks office)*. I have not signed the petition of any other applicant for the same vacancy.

(3) Each applicant shall include their mailing address on their petition. The certification of a qualified circulator stating their residence with street and number, if any, shall appear at the bottom of each petition page, stating that they personally circulated the petition paper and personally obtained each of the signatures; they know the signers are electors of the aldermanic district; they know the individuals signed the paper with full knowledge of its content; they know their respective residences given; they know each signer signed on the date stated opposite their name; and that the circulator is a qualified elector of this state, or if not a qualified elector of this state, is a U.S. citizen age 18 or older who, if he or she were a resident of this state, would not be disqualified from voting under in the State of Wisconsin; and that they are aware that falsifying the certification is punishable under Wis Stat. s. 12.13(3)(a). The circulator shall indicate the date that they make the certification next to their signature. The certification may be made by the applicant or any qualified circulator.

(4) The City Clerk shall create and make available petition forms which may be used by applicants to comply with this section.

(5) Applicants shall submit completed petitions to the City Clerk on or before the date established by the Common Council Executive Committee. The Clerk shall review all submitted signatures, up to the maximum number permitted, to determine the facial sufficiency of the petitions filed. Where circumstances and the time for review permit, the Clerk may consult maps, directories and other extrinsic evidence to ascertain the correctness and sufficiency of information on a petition. The City Clerk shall certify the names of applicants who have submitted at least 20 valid signatures to the Common Council Executive Committee. If an applicant submits a petition with more than the maximum number of required signatures prescribed under sub. (1), but the Clerk determines that the maximum number of required signatures does not result in a sufficient number of valid signatures, the Clerk shall review the additional signatures to the extent necessary to determine whether the applicant has collected a sufficient number of valid signatures.

(6) The City Clerk shall review all petitions submitted by applicants and process any challenges using the standards and procedures established by Chapter EL 2 of the Wisconsin Administrative Code including, but not limited to the following:

(a) Any information which appears on a petition is entitled to a presumption of validity. Notwithstanding any other provision of this chapter, errors in information contained in a petition, committed by either a signer or a circulator, may be corrected by an affidavit of the circulator, an affidavit of the applicant, or an affidavit of a person who signed the petition. The person giving the correcting affidavit shall have personal knowledge of the correct information and the correcting affidavit shall be filed with the City Clerk not later than three calendar days after the deadline for submission of the petition.

(b) Where any required item of information on a petition is incomplete, the City Clerk shall accept the information as complete if there has been substantial compliance with the law.

(c) The City Clerk shall accept petitions which contain biographical data or advertising for the applicant. The disclaimer specified in Wis. Stat. s. 11.1303 (2) is not required on any petition.

(d) An elector shall sign their own name unless unable to do so because of physical disability. An elector unable to sign because of physical disability shall be

present when another person signs on behalf of the disabled elector and shall specifically authorize the signing.

(e) A person may not sign for their spouse, or for any other person, even when they have been given a power of attorney by that person, unless subsection (6)(d) applies.

(f) A complete address, including municipality of residence for voting purposes, and the street and number, if any, of the residence, (or a postal address if it is located in the jurisdiction that the applicant seeks to represent), shall be listed for each signature on a petition.

(g) A signature shall be counted when identical residential information or dates for different electors are indicated by ditto marks.

(h) No signature on a petition shall be counted unless the elector who circulated the petition completes and signs the certificate of circulator and does so after, not before, the petition is circulated. No signature may be counted when the residency of the circulator cannot be determined by the information given on the petition.

(i) An individual signature on a petition may not be counted when any of the following occur:

1. The date of the signature is missing, unless the date can be determined by reference to the dates of other signatures on the paper.
2. The signature is dated after the date of certification contained in the certificate of circulator.
3. The address of the signer is missing or incomplete, unless residency can be determined by the information provided on the petition.
4. The signature is that of an individual who is not 18 years of age at the time the petition is signed.
5. The signature is that of an individual who has been adjudicated not to be a qualified elector on the grounds of incompetency or limited competency as provided in s. 6.03 (3), Wis. Stats., or is that of an individual who was not, for any other reason, a qualified elector at the time of signing the petition.

(j) After a petition has been filed, no signature may be added or removed. After a petition has been signed, but before it has been filed, a signature may be removed by the circulator. The death of a signer after a petition has been signed does not invalidate the signature.

(7) The City Clerk shall review any verified complaint concerning the sufficiency of a petition submitted by an applicant. The Clerk shall apply the standards in subsection (6) to determine the sufficiency of petitions, including consulting extrinsic sources of evidence under subsection

(8) Any challenge to the sufficiency of a petition shall be made by verified complaint, filed with the City Clerk. The complaint may be filed electronically. The Clerk shall deliver a copy of the challenge in person, by mail, or by electronic mail to the challenged applicant within 24 hours of the filing of the challenge complaint. Any challenge to the sufficiency of a petition shall be filed within 3 calendar days after the filing deadline for the challenged petition. The challenge shall be established by affidavit, or other supporting evidence, demonstrating a failure to comply with this section or other legal requirements.

(9) The response to a challenge to a petition shall be filed, by the applicant challenged, within 3 calendar days of the filing of the challenge and shall be verified. The response may be filed in person, by mail or by electronic mail. After the deadline for filing a response to a challenge, the City Clerk shall decide the challenge.

(10) The burden is on the challenger to establish any insufficiency. If the challenger

establishes that the information on the petition is insufficient, the burden is on the challenged applicant to establish its sufficiency. The invalidity or disqualification of one or more signatures on a petition shall not affect the validity of any other signatures on that paper.

(11) If a challenger establishes that an elector signed the petition of an applicant more than once or signed the petitions of more than one applicant for the same vacancy, the 2nd and subsequent signatures may not be counted. The burden of proving that the second and subsequent signatures are that of the same person and are invalid is on the challenger.

(12) If a challenger establishes that the date of a signature, or the address of the signer, is not valid, the signature may not be counted.

(13) The City Clerk shall examine any evidence offered by the parties when reviewing a complaint challenging the sufficiency of the petition of an applicant. The burden of proof applicable to establishing or rebutting a challenge is clear and convincing evidence.

(14) Where it is alleged that the signer or circulator of a petition does not reside in the district in which the applicant seeks office, the challenger may attempt to establish the geographical location of an address indicated on a petition by providing district maps, or by providing a statement from a postmaster or other public official."

City of Madison

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

Master

File Number: 89346

File ID:	89346	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	Department of Planning and Community and Economic Development
				File Created Date :	07/29/2025
File Name:	CSM Re-Approval - 117-125 N Butler St			**Final Action:**	

Title: Re-approving a Certified Survey Map of property owned by Bella on Butler, LLC located at 117-125 N Butler Street (District 2).

Notes:

CC Agenda Date: 08/05/2025

Agenda Number: 48.

Sponsors: Planning Division

Effective Date:

Attachments: 117-125 N Butler St CSM.pdf, Approval Letter 11-01-22.pdf, Link to Resolution ID 73373

Enactment Number:

Author:

Hearing Date:

Entered by: lmcnabola@cityofmadison.com

Published Date:

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	7/30/2025	Maggie McClain	Approve	8/18/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Department of Planning and Community and Economic Development	07/29/2025	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 November 1, 2022 approval letter (attached).

Text of Legislative File 89346

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 Bella on Butler, LLC located at 117-125 N Butler Street (District 2).

Body
WHEREAS a Certified Survey Map of property owned by Bella on Butler, LLC located at 117-125 N Butler Street, City of Madison, Dane County, Wisconsin has been duly filed for approval by the Plan Commission, its Secretary or his/her designee, as provided for in Section 16.23(5)(g) of Madison General Ordinances; and

WHEREAS the Common Council previously approved this Certified Survey Map by Resolution 22-00765 (ID 73373) on November 1, 2022; 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; and

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; and

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.

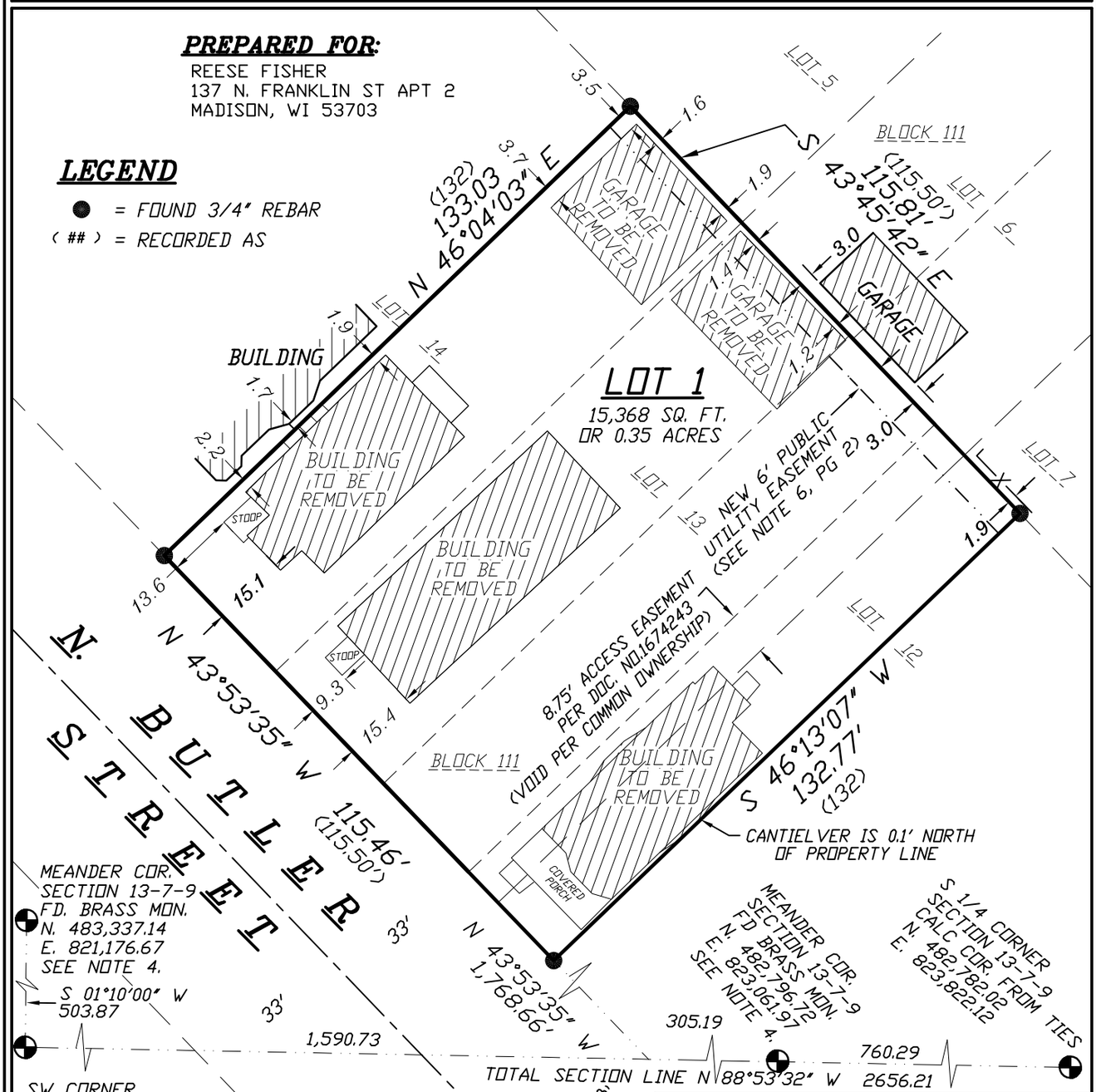
CERTIFIED SURVEY MAP

WILLIAMSON SURVEYING AND ASSOCIATES, LLC
NOA T. PRIEVE & CHRIS W. ADAMS, PROFESSIONAL LAND SURVEYORS
104 A WEST MAIN STREET, WAUNAKEE, WISCONSIN, 53597 PHONE: 608-255-5705

Being all of Lot 13 and part of Lots 12 and 14, all in Block 111, Plat of Madison, recorded in the Dane County Register of Deeds in Vol. A, Pg. 3. Located in part of the SW 1/4 and NW 1/4 of the SW 1/4 of Section 13, T7N, R9E, City of Madison, Dane County, Wisconsin.

PREPARED FOR:
REESE FISHER
137 N. FRANKLIN ST APT 2
MADISON, WI 53703

LEGEND
● = FOUND 3/4" REBAR
(##) = RECORDED AS



NOTES:
SEE ALL NOTES ON SHEET 2.

SCALE 1" = 30'

0' 15' 30' 60' 90'

DOCUMENT NO._____

CERTIFIED SURVEY MAP NO._____

BEARINGS ARE REFERENCED TO THE SOUTH LINE OF THE SOUTHWEST 1/4 OF SECTION 13, T7N, R9E, LINE TO BEAR N 88°53'32" W DANE COUNTY COORDINATES

SURVEYORS SEAL

DATE: 8-17-2022

22W-109

CERTIFIED SURVEY MAP

WILLIAMSON SURVEYING AND ASSOCIATES, LLC
NOA T. PRIEVE & CHRIS W. ADAMS, PROFESSIONAL LAND SURVEYORS
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Being all of Lot 13 and part of Lots 12 and 14, all in Block 111, Plat of Madison, recorded in the Dane County Register of Deeds in Vol. A, Pg. 3. Located in part of the SW 1/4 and NW 1/4 of the SW 1/4 of Section 13, T7N, R9E, City of Madison, Dane County, Wisconsin.

NOTES:

1.) IN THE EVENT OF THE CITY OF MADISON PLAN COMMISSION AND/OR COMMON COUNCIL APPROVE RE-DIVISION OF A PREVIOUSLY SUBDIVIDED PROPERTY, THE UNDERLYING PUBLIC EASEMENT FOR DRAINAGE PURPOSES ARE RELEASED BY THOSE REQUIRED AND CREATED BY THE CURRENT APPROVED SUBDIVISION.

2.) THIS PROPERTY IS SUBJECT TO ANY AND ALL EASEMENTS AND AGREEMENTS RECORDED AND UNRECORDED.

3.) WETLANDS AND FLOOD PLAIN, IF PRESENT, HAVE NOT BEEN LOCATED AS PART OF THIS SURVEY.

4.) ALL TIES FOR THE MEANDER CORNERS OF THE SOUTH 1/4 CORNER HAVE BEEN CHECKED AND VERIFIED PER THE LATEST TIE SHEET ON RECORD.. NEW TIE SHEET WAS DONE FOR THE SOUTHWEST MEANDER CORNER.

5.) THIS PROPERTY IS SUBJECT TO THE DECLARATION OF CONDITIONS, COVENANTS AND RESTRICTIONS TO THE CITY OF MADISON PER DOC. NO. 4726652. (BLANKET IN NATURE)

6.) NO CHANGES IN DRAINAGE PATTERNS ASSOCIATED WITH DEVELOPMENT ON ANY OR ALL LOTS WITHIN THIS CSM SHALL BE ALLOWED WITHOUT PRIOR APPROVAL OF THE CITY ENGINEER.

7.) LOTS WITHIN THIS SUBDIVISION ARE SUBJECT TO IMPACT FEES THAT ARE DUE AND PAYABLE AT THE TIME BUILDING PERMIT(S) ARE ISSUED.

8.) Public Utility Easements:

Creation of Easement Rights: A permanent easement over, across and within the Easement Area is established, memorialized, reserved by, granted, conveyed, transferred and assigned to the City of Madison, and all other public utility companies registered to do business in the City of Madison, for the uses and purposes hereinafter set forth. The Easement Area may be used by City of Madison, and all other public utility companies registered to do business in the City of Madison, for the transmission of electrical, gas, telephone, cable, communication, video, and information services, together with the right of ingress and egress across the Easement Areas for the purpose of access to and use of these facilities. The City of Madison, and all other public utility companies registered to do business in the City of Madison, and their employees, agents and contractors shall have the right to construct, install, maintain, operate, repair, replace and reconstruct the utility facilities within the Easement Area. City of Madison, and all other public utility companies registered to do business in the 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, and all other public utility companies registered to do business in the City of Madison, hereunder. No buildings or structures or fences unrelated to the public utility facilities shall be constructed in and no grade change shall be made to the Easement Area without the written consent of the City of Madison, and all other public utility companies registered to do business in the City of Madison, having rights to the easement area.

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.

SURVEYORS SEAL

22W-109

CERTIFIED SURVEY MAP

WILLIAMSON SURVEYING AND ASSOCIATES, LLC
NOA T. PRIEVE & CHRIS W. ADAMS, PROFESSIONAL LAND SURVEYORS
104 A WEST MAIN STREET, WAUNAKEE, WISCONSIN, 53597 PHONE: 608-255-5705

Being all of Lot 13 and part of Lots 12 and 14, all in Block 111, Plat of Madison, recorded in the Dane County Register of Deeds in Vol. A, Pg. 3. Located in part of the SW 1/4 and NW 1/4 of the SW 1/4 of Section 13, T7N, R9E, City of Madison, Dane County, Wisconsin.

OWNERS' CERTIFICATE:

As owners, I hereby certify that we caused the land described on this certified survey map to be surveyed, divided, dedication and mapping as represented on the certified survey map. I also certify that this certified survey map is required be submitted to the City of Madison for approval.

WITNESS the hand seal of said owners this _____day of_____,20___.

119 N BUTLER STREET LLC

_____

Authorized Representative

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.

Dane County, Wisconsin.
My commission expires _____

_____
Print Name

_____
Notary Public

OWNERS' CERTIFICATE:

As owners, I hereby certify that we caused the land described on this certified survey map to be surveyed, divided, dedication and mapping as represented on the certified survey map. I also certify that this certified survey map is required be submitted to the City of Madison for approval.

WITNESS the hand seal of said owners this _____day of_____,20___.

123-25 N BUTLER STREET LLC

_____

Authorized Representative

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.

Dane County, Wisconsin.
My commission expires _____

_____
Print Name

_____
Notary Public

SURVEYORS SEAL

22W-109

CERTIFIED SURVEY MAP

WILLIAMSON SURVEYING AND ASSOCIATES, LLC
NOA T. PRIEVE & CHRIS W. ADAMS, PROFESSIONAL LAND SURVEYORS
104 A WEST MAIN STREET, WAUNAKEE, WISCONSIN, 53597 PHONE: 608-255-5705

Being all of Lot 13 and part of Lots 12 and 14, all in Block 111, Plat of Madison, recorded in the Dane County Register of Deeds in Vol. A, Pg. 3. Located in part of the SW 1/4 and NW 1/4 of the SW 1/4 of Section 13, T7N, R9E, City of Madison, Dane County, Wisconsin.

CONSENT OF MORTGAGEE:

Donald A. Geier, a lender duly organized and existing under and by virtue of the laws of the State of Wisconsin, 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 Donald A. Geier, has caused these presents to be signed by his authority and signature is hereunto affixed on this ___ day of _____, 20___.

STATE OF WISCONSIN)
DANE COUNTY)

_____
Donald A. Geier

Personally came before me this ____ day of _____, 20___, Donald A. Geier, to me known to be the person who executed the foregoing instrument, and acknowledge that he executed the foregoing instrument as mortgagee of this propoerty.

_____*County, Wisconsin.*

*My commission expires*_____

_____
Notary Public

CONSENT OF MORTGAGEE:

Union Federal Savings and Loan Association, a bank duly organized and existing under and by virtue of the laws of the State of Wisconsin, 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 Union Federal Savings and Loan Association , has caused these presents to be signed by its authorized representative listed below at _____, Wisconsin and its corporate seal hereunto affixed on this ___ day of _____, 20___.

Union Federal Savings and Loan Association

STATE OF WISCONSIN)
DANE COUNTY)

_____
Authorized Representative

Personally came before me this ____ day of _____, 20___, _____ the authorized representative of the above named bank, to me known to be the person who executed the foregoing instrument and to me known to be such authorized representative of said bank, and acknowledge that they executed the foregoing instrument as such representative as the deed of said bank, by its authority.

_____
Notary Public

_____*County, Wisconsin.*

*My commission expires*_____

SURVEYORS SEAL

22W-109

CERTIFIED SURVEY MAP

WILLIAMSON SURVEYING AND ASSOCIATES, LLC
NOA T. PRIEVE & CHRIS W. ADAMS, PROFESSIONAL LAND SURVEYORS
104 A WEST MAIN STREET, WAUNAKEE, WISCONSIN, 53597 PHONE: 608-255-5705

Being all of Lot 13 and part of Lots 12 and 14, all in Block 111, Plat of Madison, recorded in the Dane County Register of Deeds in Vol. A, Pg. 3. Located in part of the SW 1/4 and NW 1/4 of the SW 1/4 of Section 13, 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 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 all of Lot 13 and part of Lots 12 and 14, all in Block 111, Plat of Madison, recorded in the Dane County Register of Deeds in Vol. A, Pg. 3. Located in part of the SW 1/4 and NW 1/4 of the SW 1/4 of Section 13, T7N, R9E, City of Madison, Dane County, Wisconsin, being more particularly described as follows:

Commencing at the South 1/4 corner of said Section 13; thence N 88°53'32" W along the South line of the Southwest 1/4, 1,065.48 feet; thence N 43°53'35" W, 1,768.66 feet to the point of beginning.

Thence continue N 43°53'35" W, 115.46 feet; thence N 46°04'04" E, 133.03 feet; thence S 43°45'42" E, 115.81 feet; thence S 46°13'07" W 132.77 feet to the point of beginning. This parcel contains 15,368 sq. ft. or 0.35 acres thereof.

Williamson Surveying and Associates, LLC
by Noa T. Prieve & Chris W. Adams

*Date*_____

_____
Chris W. Adams S-2748
Professional Land Surveyor

SURVEYORS SEAL

22W-109

CERTIFIED SURVEY MAP

WILLIAMSON SURVEYING AND ASSOCIATES, LLC
NOA T. PRIEVE & CHRIS W. ADAMS, PROFESSIONAL LAND SURVEYORS
104 A WEST MAIN STREET, WAUNAKEE, WISCONSIN, 53597 PHONE: 608-255-5705

Being all of Lot 13 and part of Lots 12 and 14, all in Block 111, Plat of Madison, recorded in the Dane County Register of Deeds in Vol. A, Pg. 3. Located in part of the SW 1/4 and NW 1/4 of the SW 1/4 of Section 13, T7N, R9E, City of Madison, Dane County, Wisconsin.

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

CITY OF MADISON PLAN COMMISSION:

Approved for recording per Secretary, Madison Planning Commission action of _____ day of _____, 20___

_____
Matthew Wachter
Secretary Plan Commission

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

SURVEYORS SEAL

*DOCUMENT NO.*_____

*CERTIFIED SURVEY MAP NO.*_____

22W-109

Department of Planning & Community & Economic Development
Planning Division
Heather Stouder, 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

****BY E-MAIL ONLY****

November 4, 2022

Marc Schellpfeffer
CaS4 Architecture, LLC
4414 Regent St, Suite 102
Madison, WI 53705

RE: Consideration of a demolition permit to demolish three residential buildings located at 117, 123 and 125 North Butler Street; consideration of a zoning map amendment to change the zoning for 117, 119, 123 and 125 North Butler Street from DR-1 (Downtown Residential 1) District to DR-2 (Downtown Residential 2) District; consideration of a conditional use in the DR-2 District for a multi-family dwelling with more than eight (8) dwelling units; and consideration of a Certified Survey Map (CSM) to create one lot for the proposed multi-family building (ID 73363, 73643, 73364, & 73373, LNDUSE-2022-00079)

Dear Marc Schellpfeffer:

On October 24, 2022, the Plan Commission found the standards met and **conditionally approved** your demolition permit and conditional use for 117-125 North Butler Street**.** On November 1, 2022, the Common Council found the standards met and **conditionally approved** your certified survey map and zoning map amendment for 117-125 North Butler Street. In order to receive final approval of the conditional use and for any other permits that may need to be issued for your project, the following conditions shall be met:

Land Use Request – Zoning Map Amendment, Demolition Permit, Conditional Uses

Please contact Lisa McNabola of the Planning Division at (608) 243-0554 if you have any questions regarding the following one (1) item:

1. No HVAC "wall-pack" penetrations/louvers are shown on the street-facing facades. Unless specifically approved by the Plan Commission, the addition of wall packs on outward-facing walls is not included in this approval and will require approval of an alteration to this conditional use should they be approved at a later time.

2. Per the zoning conditions the applicant shall eliminate the composite lap siding from the ground floor elevations. Wood and fiber cement panels shall not be used on the ground story except between the sidewalk and the bottom of storefront windows or as an accent material. The Planning Division shall approve the updated building elevations.

3. That the demolition of 117 N Butler Street and 123 N Butler Street not occur for at least 60 days following approval, so as to allow time for interested parties to consider possibilities for relocating one or more structures. Should relocation occur, the applicant is encouraged to contribute the estimated cost of demolition toward the relocation expenses.

Please contact Jenny Kirchgatter, Assistant Zoning Administrator at (608) 266-4429 if you have any questions regarding the following eleven (11) items:

4. Remove the pergola from the rooftop terrace. The maximum building height is four (4) stories. The pergola structure exceeds the 4 story maximum height limit.

5. Eliminate the composite lap siding from the ground floor elevations. Wood and fiber cement panels shall not be used on the ground story except between the sidewalk and the bottom of storefront windows or as an accent material.

6. Section 28.185(9) requires that every applicant for a demolition or removal approval that requires approval by the Plan Commission is required to get a Reuse and Recycling Plan approved by the City Recycling Coordinator, Bryan Johnson at streets@cityofmadison.com prior to receiving a raze permit. Every person who is required to submit a reuse and recycling plan pursuant to Section 28.185(9) shall submit documents showing compliance with the plan within sixty (60) days of completion of demolition. A demolition or removal permit is valid for one (1) year from the date of the Plan Commission.

7. Update the Usable Open Space exhibit to remove the areas within the side yard setback that are less than 8 feet wide and the at-grade areas less than 200 sq. ft. in area. Usable open space located at ground level shall be in a compact area of not less than two hundred (200) square feet, with no dimension less than eight (8) feet and no slope grade greater than ten percent (10%). Usable open space shall be located outside of the required front yard setback. Usable open space shall not include areas occupied by buildings, driveways, drive aisles, off-street parking, paving and sidewalks, except that paved paths no wider than five (5) feet and pervious pavement may be included as usable open space.

8. Parking requirements for persons with disabilities must comply with MGO Section 28.141(4)(e) which includes all applicable State accessible requirements. The van accessible stall shall be striped per State requirements. A van accessible stall is a minimum of 8 feet wide with an 8 foot wide striped access area adjacent.

9. Provide electric vehicle stalls per Section 28.141(8)(e) Electric Vehicle Charging Station Requirements. A minimum of 10% of the residential parking stalls (2 stalls) must be electric vehicle ready. Identify the locations of the electric vehicle ready stalls on the plans.

10. Submit the landscape plan and landscape worksheet stamped by the registered landscape architect. Per Section 28.142(3) Landscape Plan and Design Standards, landscape plans for zoning lots greater than ten thousand (10,000) square feet in size must be prepared by a registered landscape architect.

11. Provide details demonstrating compliance with bird-safe glass requirements Section 28.129. For building façades where the first sixty (60) feet from grade are comprised of less than fifty percent (50%) glass, at least eighty-five percent (85%) of the glass on glass areas fifty (50) square feet or over must be treated. Of all glass areas over fifty (50) square feet, any glass within fifteen (15) feet of a building corner must be treated. All glass railings must be treated. Identify which glass areas are 50 sq. ft. or greater and which glass areas will be treated. Provide a detail of the specific treatment product that will be used.

12. Provide details showing that the street-facing façade meets the door and window opening requirements of Section 28.071(3)(e). For street-facing facades with ground story residential uses, ground story openings shall comprise a minimum of fifteen percent (15%) of the façade area. Upper story openings shall comprise a minimum of fifteen (15%) of the façade area per story.

13. Per Section 28.186(4)(b), the property owner or operator is required to bring the property into compliance with all elements of the approved site plans by the date established by the Zoning Administrator as part of the site and building plan approval. Work with Zoning staff to establish a final site compliance date.

14. Signage approvals are not granted by the Plan Commission. Signage must be reviewed for compliance with Chapter 31 Sign Codes of the Madison General Ordinances. Signage permits are issued by the Zoning Section of the Department of Planning and Community and Economic Development.

Please contact Tim Troester of the Engineering Division at (608) 267-1995 if you have any questions regarding the following fifteen (15) items:

15. All storm sewer discharge shall be directed to the ROW not to the back yard and onto other private property.

16. Obtain a permit to Excavate in the Right-of-Way for completing the improvements in the public Right-of-Way. The permit application is available on the City Engineering Division website at http://www.cityofmadison.com/engineering/Permits.cfm. As a condition of the permit a deposit to cover estimated City expenses will be required.

17. 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)

18. Obtain a permanent sewer plug permit for each existing sanitary sewer lateral serving a property that is not to be reused and a temporary sewer plug permit for each sewer lateral that is to be reused by the development. The procedures and fee schedule is available online at http://www.cityofmadison.com/engineering/permits.cfm. (MGO CH 35.02(14))

19. An Erosion Control Permit is required for this project. See Storm comments for permit specific details and requirements.

20. A Storm Water Management Report and Storm Water Management Permit is required for this project. See Storm comments for report and permit specific details and requirements.

21. A Storm Water Maintenance Agreement (SWMA) is required for this project. See Storm comments for agreement specific details and requirements.

22. This site appears to disturb less than one (1) acre of land. No submittal to the WDNR, CARPC or Department of Safety and Professional Services (DSPS) is required as the City of Madison Building Inspection Department is an approved agent for DSPS.

23. Revise the site plan to show all existing public sanitary sewer facilities in the project area as well as the size, invert elevation, and alignment of the proposed service. (POLICY)

24. Revise the plans to show a proposed private internal drainage system on the site. Include the depths and locations of structures and the type of pipe to be used. (POLICY AND MGO 10.29)

25. The proposed development proposes to construct underground parking. The proposed entrance to the underground parking is adjacent to a street low point. The applicant shall provide at a minimum of one (1) foot of rise from the adjacent back of walk in the driveway before breaking grade to the down ramp to the underground parking to protect the underground parking from inundation. The stated elevation is intended to be protective but does not guarantee a flood proof structure. The Developer/Owner are strongly encouraged to complete their own calculations and determine an elevation that protects their property to a level of service that they are comfortable with.

26. Provide additional detail how the enclosed depression(s) created by the parking entrance(s) to the below building parking area(s) is/are served for drainage purposes. The building must be protected from receiving runoff up through the 100-yr design storm that is current in Madison General Ordinance Chapter 37. If the enclosed depression(s) is/are to be served by a gravity system provide calculations stamped by a Wisconsin P.E. that show inlet and pipe capacities meet this requirement. If the enclosed depression(s) is/are to be served by a pump system provide pump sizing calculations stamped by a Wisconsin P.E. or licensed Plumber that show this requirement has been met.

27. This project falls in the area subject to increased erosion control enforcement as authorized by the fact that it is in a TMDL ZONE and therefore will be regulated to meet a higher standard.

28. This project will disturb 4,000 sf or more of land area and require an Erosion Control Permit. Submit the Erosion Control Permit Application (with USLE calculations and associated fee) to Megan Eberhardt (west) at meberhardt@cityofmadison.com, or Daniel Olivares (east) at daolivares@cityofmadison.com, for approval. The permit application can be found on City Engineering's website at http://www.cityofmadison.com/engineering/Permits.cfm.
    Demonstrate compliance with Section 37.07 and 37.08 of the Madison General Ordinances regarding permissible soil loss rates. Include Universal Soil Loss Equation (USLE) computations for the construction period with the erosion control plan. Measures shall be implemented in order to maintain a soil loss rate below 5.0 tons per acre per year. The WDNR provided workbook to compute USLE rates can be found online at https://dnr.wi.gov/topic/stormwater/publications.html

29. Prior to approval, this project shall comply with Chapter 37 of the Madison General Ordinances regarding stormwater management. Specifically, this development is required to submit a Storm

Water Management Permit application, associated permit fee, Stormwater Management Plan, and Storm Water Management Report to City Engineering. The Stormwater Management Permit application can be found on City Engineering's website at http://www.cityofmadison.com/engineering/Permits.cfm.

The Storm Water Management Plan & Report shall include compliance with the following:

Report: Submit prior to plan sign-off, a stormwater management report stamped by a P.E. registered in the State of Wisconsin.

Electronic Data Files: Provide electronic copies of any stormwater management modeling or data files including SLAMM, RECARGA, TR-55, HYDROCAD, Sediment loading calculations, or any other electronic modeling or data files. If calculations are done by hand or are not available electronically, the hand copies or printed output shall be scanned to a PDF file and provided to City Engineering. (POLICY and MGO 37.09(2))

Rate Control Redevelopment: By design detain the 10-year post construction design storm such that the peak discharge during this event is reduced 15% compared to the peak discharge from the 10-year design storm in the existing condition of the site. Further, the volumetric discharge leaving the post development site in the 10- year storm event shall be reduced by 5% compared to the volumetric discharge from the site in an existing condition during the 10-year storm event. These required rate and volume reductions shall be completed, using green infrastructure that captures at least the first 1/2 inch of rainfall over the total site impervious area. If additional stormwater controls are necessary beyond the first 1/2 inch of rainfall, either green or non-green infrastructure may be used.

TSS Redevelopment with TMDL: Reduce TSS by 80% off of the proposed development when compared with the existing site.

Submit a draft Stormwater Management Maintenance Agreement (SWMA) for review and approval that covers inspection and maintenance requirements for any BMP used to meet stormwater management requirements on this project.

Please contact Bradley Hofmann of the Forestry Division at (608) 267-4908 if you have any questions regarding the following eight (8) items:

30. All An existing inventory of street trees located within the right of way shall be included on the site, demo, utility, landscape, grading, fire aerial apperatus and street tree plan sets. The inventory shall include the following: location, size (diamater at 4 1/2 feet), and species of existing street trees. The inventory should also note if a street tree is proposed to be removed and the reason for removal.

31. 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. Add as a note on the street tree plan set.

32. 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 (608) 266-4816. Penalties and remediation shall be required. Add as a note on the site, grading, utility, demolition, and street tree plan set.

33. 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 at (608) 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: https://www.cityofmadison.com/business/pw/specs.cfm Add as a note on the site, grading, utility, demolition and street tree plan sets.

34. Section 107.13(g) of City of Madison Standard Specifications for Public Works Construction (website: https://www.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. Add as a note on both the site and street tree plan sets.

35. 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. Add as a note on both the site and street tree plan sets.

36. Street tree pruning shall be coordinated with City Forestry at a minimum of two weeks prior to the start of construction for this project. Contact City Forestry at (608)266-4816. All pruning shall follow the American National Standards Institute (ANSI) A300 - Part 1 Standards for pruning. Add as a note on both the site and street plan sets.

37. The Developer shall post a security deposit prior to the start of the development to be collected by City Engineering as part of the Developers Agreement. In the event that street trees are damaged during the construction process, City Forestry will draw from this deposit for damages incurred.

Please contact Sean Malloy of the Traffic Engineering Division at (608) 266-5987 if you have any questions regarding the following fifteen (15) items:

38. The applicant shall submit one contiguous plan showing proposed conditions and one contiguous plan showing existing conditions for approval. The plan drawings shall be to engineering scale and include the following, when applicable: existing and proposed property lines; parcel addresses; all easements; vision triangles; pavement markings; signing; building placement; items in the terrace such as signs, street light poles, hydrants; surface types such as asphalt, concrete, grass, sidewalk; driveway approaches, including those adjacent to and across street from the project lot location; parking stall dimensions, including two (2) feet of vehicle overhang; drive aisle dimensions; semitrailer movement and vehicle routes; dimensions of radii; and percent of slope.

39. The Developer shall post a security deposit prior to the start of development. In the event that modifications need to be made to any City owned and/or maintained traffic signals, street lighting, signing, pavement marking and conduit/handholes, the Developer shall reimburse the City for all associated costs including engineering, labor and materials for both temporary and permanent installations.

40. The City Traffic Engineer may require public signing and marking related to the development; the Developer shall be financially responsible for such signing and marking.

41. All parking facility design shall conform to MGO standards, as set in section 10.08(6).

42. All bicycle parking adjacent pedestrian walkways shall have a 2 foot buffer zone to accommodate irregularly parked bicycles and/or bicycle trailers.

43. Per Section MGO 12.138 (14), this project is not eligible for residential parking permits. It is recommended that this prohibition be noted in the leases for the residential units.

44. The applicant shall adhere to all vision triangle requirements as set in MGO 27.05 (No visual obstructions between the heights of 30 inches and 10 feet at a distance of 25 feet behind the property line at streets and 10 feet at driveways.). Alteration necessary to achieve compliance may include but are not limited to; substitution to transparent materials, removing sections of the structure and modifying or removing landscaping elements. If applicant believes public safety can be maintained they shall apply for a reduction of MGO 27.05(2)(bb) - Vision Clearance Triangles at

Intersections Corners. Approval or denial of the reduction shall be the determination of the City Traffic Engineer.

45. The applicant shall provide a clearly defined 5' walkway from the front door to the public Right of Way clear of all obstructions to assist citizens with disabilities, especially those who use a wheel chair or are visually impaired. Obstructions include but are not limited to tree grates, planters, benches, parked vehicle overhang, signage and doors that swing outward into walkway.

46. All parking ramps as the approach the public Right-of-Way shall not have a slope to exceed 5% for 20 feet; this is to ensure drivers have adequate vision of the Right-of-Way. If applicant believes public safety can be maintained they shall apply for a waiver, approval or denial of the waiver shall be the determination of the City Traffic Engineer.

47. City of Madison radio systems are microwave directional line of sight to remote towers citywide. The building elevation will need to be reviewed by Traffic Engineering to accommodate the microwave sight and building. The applicant shall submit grade and elevations plans if the building exceeds three stories prior to sign-off to be reviewed and approved by Andrew Oliver, (267-1979, aoliver@cityofmadison.com) Traffic Engineering Shop, 4151 Nakoosa Trail. The applicant shall return one signed approved building elevation copy to the City of Madison Traffic Engineering office with final plans for sign off.

48. The driveway slope to the underground parking is not identified in the plan set, Traffic Engineering recommends driveway slope under 10%; if the slope is to exceed 10%, the applicant shall demonstrate inclement weather mitigation techniques to provide safe ingress/egress to be approved by the City Traffic Engineer.

49. "Stop" signs shall be installed at a height of seven (7) feet from the bottom of the sign at all class III driveway approaches, including existing driveways, behind the property line and noted on the plan. All directional/regulatory signage and pavement markings on the site shall be shown and noted on the plan.

50. The applicant shall show the dimensions for the proposed class III driveway including the width of the drive entrance, width of the flares, and width of the curb cut.

51. All existing driveway approaches on which are to be abandoned shall be removed and replaced with curb and gutter and noted on the plan.

52. The proposed driveway may not encroach across the northerly property line, including the 5' driveway flares. The location of the driveway in relation to the existing property line shall be shown and noted on the plan.

Please contact William Sullivan of the Fire Department at (608) 886-4691 if you have any questions regarding the following three (3) items:

53. Provide aerial access lanes for buildings over 30-ft in height.

54. MFD does not support grills located in close proximity to combustible construction, including overhead pergolas without fire sprinkler protection.

55. Please consider allowing Madison Fire Dept. to conduct training sequences prior to demolition. Contact MFD Training Division to discuss possibilities: Division Chief Jeff Larson at jtlarson@cityofmadison.com or (608) 266- 5946.

Please contact Ann Freiwald of the Parks Division at (608) 243-2848 if you have any questions regarding the following one (1) item:

56. Park Impact Fees (comprised of the Park Infrastructure Impact Fee, per MGO Sec. 20.08(2)), and Park-Land Impact Fees, per MGO Sec. 16.23(8)(f) and 20.08(2) will be required for all new residential development associated with this project. This development is within the North Park-Infrastructure Impact Fee district. Please reference ID# 22031 when contacting Parks about this project.

Please contact Jeff Belshaw of the Water Utility at (608) 261-9835 if you have any questions regarding the following two (2) items:

57. A Water Service Application Form and fees must be submitted before connecting to the existing water system. Provide at least two working days notice between the application submittal and the requested installation or inspection appointment. Application materials are available on the Water Utility's Plumbers & Contractors website (http://www.cityofmadison.com/water/plumbers-contractors), otherwise they may be obtained from the Water Utility Main Office at 119 E Olin Ave. A licensed plumber signature is required on all water service applications. For new or replacement services, the property owner or authorized agent is also required to sign the application. A Water Meter Application Form will subsequently be required to size & obtain a water meter establish a Water Utility customer account and/or establish a Water Utility fire service account. If you have questions regarding water service applications, please contact Madison Water Utility at (608) 266-4646.

58. The Madison Water Utility shall be notified to remove the water meter at least two working days prior to demolition. Contact the Water Utility Meter Department at (608) 266-4765 to schedule the meter removal appointment.

Please contact Julius Smith of the Engineering Division – Mapping Section at (608) 264-9276 if you have any questions regarding the following four (4) items:

59. The address of the proposed apartment is 121 N Butler St.

60. The site plan shall reflect a proper street address of the property as reflected by official City of Madison Assessor's and Engineering Division records.

61. The pending Certified Survey Map application for this property shall be completed and recorded with the Dane County Register of Deeds (ROD), the new parcel data created by the Assessor's Office and the parcel data available to zoning and building inspection staff prior to issuance of building permits for new construction or early start permit.

62. Submit a site plan and a complete building Floor Plan in PDF format to Lori Zenchenko (lzenchenko@cityofmadison.com) that includes a floor plan of each floor level on a separate

sheet/page for the development of a complete interior addressing plan. Also, include a unit matrix for apartment buildings.

The Addressing Plan for the entire project shall be finalized and approved by Engineering (with consultation and consent from the Fire Marshal if needed) PRIOR to the verification submittal stage of this LNDUSE with Zoning. The final approved stamped Addressing Plan shall be included in said Site Plan Verification application materials or a revised plan shall provided for additional review and approval by Engineering.

Per 34.505 MGO, a full copy of the approved addressing plan shall be kept at the building site at all times during construction until final inspection by the Madison Fire Department.

For any changes pertaining to the location, deletion or addition of a unit, or to the location of a unit entrance, (before, during, or after construction), a revised Address Plan shall be resubmitted to Lori Zenchenko to review addresses that may need to be changed and/or reapproved.

The following agencies reviewed the request and recommended no conditions of approval: Metro Transit

Land Division Request

Please contact Julius Smith of the Engineering Division – Mapping Section at (608) 264-9276 if you have any questions regarding the following nine (9) items:

63. The pending Certified Survey Map application for this property shall be completed and recorded with the Dane County Register of Deeds (ROD), the new parcel data created by the Assessor's Office and the parcel data available to zoning and building inspection staff prior to issuance of building permits for new construction or early start permit.

64. Madison Revise the note regarding the Access Easement per Doc. No. 1674243 adding text that the easement is extinguished per the Doctrine of Title Merger with common ownership of the benefitting lands.

65. Remove Note 1 on sheet 2. There are not any underlying drainage easements of record.

66. 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 Jeff Quamme, City Engineering (jrquamme@cityofmadison.com)

67. 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 Jeff Quamme (jrquamme@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.

68. In note 8 on sheet 2 there is text that is very thin to greyscale that needs to be changed to be bolder.

69. The Owner's Certificates have text "dedication and mapping" that should be revised to read "dedicated and mapped'.

70. The legal description under the Surveyor's Certificate shall after commencing at the section corner it shall proceed to the monumented meander corner and then continue from there. Also the course of N46-04-04E shall be revised to N46-04-03E to match the map. Lastly provide calls to the northeasterly lines of the lots and to the right of way of N. Butler Street when following those lines.

71. Submit to Jeff Quamme, 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 Tim Troester of the Engineering Division at (608) 267-1995 if you have any questions regarding the following two (2) items:

72. 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)

73. 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)

Please contact Ann Freiwald of the Parks Division at (608) 243-2848 if you have any questions regarding the following three (3) items:

74. Park Impact Fees (comprised of the Park Infrastructure Impact Fee, per MGO Sec. 20.08(2)), and Park-Land Impact Fees, per MGO Sec. 16.23(8)(f) and 20.08(2) will be required for all new residential development associated with this project. This development is within the North Park-Infrastructure Impact Fee district. Please reference ID# 22031when contacting Parks

75. 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."

76. The Parks Division shall be required to sign off on this CSM.

The following agencies reviewed the request and recommended no conditions of approval: Fire Department, Forestry Division, Metro Transit

Specific questions regarding the comments or conditions contained in this letter should be directed to the commenting agency.

Please now follow the procedures listed below for obtaining your conditional use:

1. After the plans have been revised per the above conditions, please submit one (1) complete digital plan set in PDF format and any other supporting materials that are necessary, as specified in this letter to sprapplications@cityofmadison.com (note: A 20MB email limit applies and multiple transmittals may be required). The sets of final revised plans or documents will be circulated by Zoning staff to the City department staff listed above for their final approval.

2. A check for the site plan review fee shall be mailed to the City of Madison Building Inspection Division; PO Box 2984; Madison, WI 53701-2984.

3. This letter shall be signed by the applicant to acknowledge the conditions of approval and returned to the Zoning Administrator when requesting conditional use approval.

4. The conditional use approval is valid for one (1) year from the date of the Plan Commission approval. During this time, the applicant must either lawfully commence the use or obtain a building permit and begin erecting the building. If the applicant obtains a valid building permit, construction must commence within six (6) months of the date of issuance. The building permit shall not be renewed unless construction has commenced as is being diligently prosecuted.

5. Any alteration in plans for a proposed alternative use shall require Plan Commission approval, except for minor alterations. The Zoning Administrator may issue permits for minor alterations or additions which are approved by the Director of Planning and Community and Economic Development and are compatible with the concept approved by the City Plan Commission and the conditional use approval standards.

6. The Plan Commission retains continuing jurisdiction over all conditional uses for the purpose of resolving complaints against all previously approved conditional uses.

Please now follow the procedures listed below for obtaining your demolition permit:

1. After the plans have been revised per the above conditions, please submit one (1) complete digital plan set in PDF format and any other supporting materials that are necessary, as specified in this letter to sprapplications@cityofmadison.com (note: A 20MB email limit applies and multiple transmittals may be required). The sets of final revised plans or documents will be circulated by Zoning staff to the City department staff listed above for their final approval.

2. A check for the site plan review fee shall be mailed to the City of Madison Building Inspection Division; PO Box 2984; Madison, WI 53701-2984.

3. City Agencies who submitted conditions of approval will review your revised plans to verify that their conditions, along with any applicable requirements, have been satisfied. When the revised plans are submitted, the applicant will be emailed a hyperlink to a website to follow, in real time, which agencies have reviewed the revised documents, and signed off or need additional information.

4. A demolition or removal permit is valid for one (1) year from the date of the Plan Commission. Where the plans have not been altered since issuance of the demolition or removal permit and the permit has expired, the Director of Planning and Community and Economic Development may, after consultation with the Alderperson of the District, approve an extension for up to 24 months from the expiration date.

If you have any questions regarding obtaining your conditional use or building permits, please contact the Zoning Administrator at 266-4551. If you have any questions or if I may be of any further assistance, please do not hesitate to contact my office at 243-0554 or lmcnabola@cityofmadison.com.

Sincerely,

Lisa McNabola

Lisa McNabola
Planner

cc: Jenny Kirchgatter, Asst. Zoning Administrator
Julius Smith, Mapping Section
Tim Troester, Engineering Division
Sean Malloy, Traffic Engineering
Jeff Belshaw, Water Utility
William Sullivan, Fire Department
Ann Freiwald, Parks Division
Bradley Hofmann, Forestry Section

I hereby acknowledge that I understand and will comply with the above conditions of approval for conditional uses.

_____

Signature of Applicant

_____

Signature of Property Owner (if not the applicant)

LNDUSE-2022-00079			
For Official Use Only, Re: Final Plan Routing			
☒	Planning Div.	☒	Engineering Mapping Sec.
☒	Zoning Administrator	☒	Parks Division
☒	City Engineering	☐	Urban Design Commission
☒	Traffic Engineering	☐	Recycling Coor. (R&R)
☒	Fire Department	☒	Water Utility
☐	Metro Transit	☒	Other: Forestry Section

City of Madison

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

Master

File Number: 88698

File ID:	88698	**File Type:** Resolution	**Status:** Report of Officer
Version:	1	**Reference:**	**Controlling Body:** Water Utility
			File Created Date : 06/09/2025
File Name:	Authorizing Madison Water Utility's General Manager to certify municipal services bills, assessments, and charges to the 2025 tax rolls of other governmental units for delinquent accounts in those jurisdictions.		**Final Action:**

Title:

Authorizing Madison Water Utility's General Manager to certify municipal services bills, assessments, and charges to the 2025 tax rolls of other governmental units for delinquent accounts in those jurisdictions.

Notes:

		CC Agenda Date:	07/01/2025
		Agenda Number:	49.
Sponsors:	MGR Govindarajan And Regina M. Vidaver	**Effective Date:**	
Attachments:	Memo Authorizing General Manager to Certify Tax Roll .pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jberndt@madisonwater.org	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	6/9/2025	Robert Mulcahy	Approve	6/27/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Water Utility	06/09/2025	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Finance Committee (7/28/25), Water Utility Board (7/22/25), Common Council (8/5/25)					
1	COMMON COUNCIL	07/01/2025	Refer	FINANCE COMMITTEE	07/28/2025		Pass
	Action Text:	A motion was made by Vidaver, seconded by Govindarajan, to Refer to the FINANCE COMMITTEE. The motion passed by voice vote/other.					
	Notes:	Additional referral to Water Utility Board.					

1	FINANCE COMMITTEE	07/01/2025	Referred	WATER UTILITY BOARD	07/22/2025	
	Action Text:	This Resolution was Referred to the WATER UTILITY BOARD				
1	WATER UTILITY BOARD	07/22/2025	Return to Lead with the Recommendation for Approval	FINANCE COMMITTEE	07/28/2025	Pass
	Action Text:	Motion by Vice President Simon, seconded by Secretary Abrahamian, to authorize Madison Water Utility's General Manager to certify municipal services bills, assessments, and charges to the 2024 tax rolls of other governmental units for delinquent accounts in those jurisdictions. Motion passed by voice vote/other.				
1	FINANCE COMMITTEE	07/28/2025	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER			Pass
	Action Text:	A motion was made by Vidaver, seconded by Govindarajan, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.				

Text of Legislative File 88698

Fiscal Note

City of Madison water and sewer utilities provide service to customers outside the City of Madison to the following local jurisdictions:

Cities of Fitchburg, Middleton, and Monona

Towns of Blooming Grove, Burke, Middleton, and Verona

Villages of Maple Bluff, McFarland, and Shorewood Hills

The Madison Water Utility administers the billing service for water and sewer service to residents in these other jurisdictions. All delinquent water and sewer bills for these other local jurisdictions with due dates between September 24, 2024, thru September 22, 2025, will get transferred into the respective local jurisdiction’s tax rolls for eventual collection. This resolution is one of the necessary steps to aid those jurisdictions to accomplish this. No appropriation is required.

Madison Water Utility is currently exploring options to address water affordability for all City residents subject to existing regulatory guidelines.

Title

Authorizing Madison Water Utility's General Manager to certify municipal services bills, assessments, and charges to the 2025 tax rolls of other governmental units for delinquent accounts in those jurisdictions.

Body

WHEREAS, Madison Water Utility administers the billing system for the City of Madison Municipal Services Bill, which includes water, sewer, stormwater, landfill remediation, urban forestry charges and Resource Recovery; and

WHEREAS, the City water and sewer utilities provide service to customers outside the City of Madison in accordance with Madison General Ordinances Section 13.16(2) and Section 35.02; and

WHEREAS, the City water and sewer utilities are authorized under section 66.0809(3) of Wisconsin Statutes to certify amounts owed in arrears to the utilities to the tax rolls of the appropriate town, village, or city;

NOW, THEREFORE, BE IT RESOLVED, that the Common Council authorizes Madison Water Utility's General Manager to certify the 2025 tax rolls to the towns of Blooming Grove, Burke, Middleton, and Verona, of the villages of Maple Bluff, McFarland, and Shorewood Hills, and the cities of Fitchburg, Middleton, and Monona any delinquent municipal services bills, water or sewer main assessment installations, and water and sewer lateral charges.

Madison Water Utility
www.madisonwater.org • 119 East Olin Avenue, Madison, WI 53713 • TEL 608-266-4651 • FAX 608-266-4426

MEMORANDUM

Date: July 22, 2025

To: Water Utility Board

From: Krishna Kumar, General Manager
January Vang, Finance Manager

Subject: Authorize Madison Water Utility's general manager to certify municipal services bills, assessments, and charges to the 2025 tax rolls of other governmental units for delinquent accounts in those jurisdictions

RECOMMENDATION

Staff request authorization for the general manager to certify the 2025 tax rolls on behalf of the towns of Blooming Grove, Burke, Middleton, and Verona, of the villages of Maple Bluff, McFarland, and Shorewood Hills, and the cities of Fitchburg, Middleton, and Monona for any delinquent municipal services bills, water or sewer main assessment installations, and water and sewer lateral charges.

BACKGROUND

City of Madison water and sewer utilities provide service to customers outside the City of Madison to the following ten local jurisdictions:

1. Cities of Fitchburg, Middleton, and Monona (3)
2. Towns of Blooming Grove, Burke, Middleton, and Verona (4)
3. Villages of Maple Bluff, McFarland, and Shorewood Hills (3)

The Madison Water Utility administers the billing service for water and sewer service to residents in these ten other local governmental jurisdictions. These other jurisdictions desire that all delinquent water and sewer related bills, assessments, and charges with due dates between September 24, 2024, thru September 22, 2025, be transferred into their respective 2025 tax rolls for eventual collection. This resolution is one of the necessary steps to aid those ten local jurisdictions to accomplish this. No appropriation is required.

LEGISLATIVE PATH

7/1/25 – Common Council (Introduction)
7/22/25 – Water Utility Board
7/28/25 – Finance Committee
8/5/25 – Common Council (Final Approval)

City of Madison

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

Master

File Number: 88852

File ID:	88852	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	FINANCE COMMITTEE
				File Created Date :	06/24/2025
File Name:	Resolution Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing			**Final Action:**	
Title:	Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing				
Notes:					
				CC Agenda Date:	08/05/2025
				Agenda Number:	50.
Sponsors:	Regina M. Vidaver And MGR Govindarajan			**Effective Date:**	
Attachments:	Item 5 - Memo - Declaring Intent for Seeking SDWLP Reimbursements.pdf			**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jberndt@madisonwater.org			**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	6/25/2025	Robert Mulcahy	Approve	7/14/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Water Utility	06/24/2025	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Finance Committee (7/28/25), Water Utility Board (7/22/25), Common Council (8/5/25)					
1	COMMON COUNCIL	07/15/2025	Referred	FINANCE COMMITTEE		07/28/2025	
	Action Text:	This Resolution was Referred to the FINANCE COMMITTEE					
	Notes:	Additional referral to Water Utility Board					
1	FINANCE COMMITTEE	07/15/2025	Referred	WATER UTILITY BOARD		07/22/2025	
	Action Text:	This Resolution was Referred to the WATER UTILITY BOARD					

1	WATER UTILITY BOARD	07/22/2025	Return to Lead with the Recommendation for Approval	FINANCE COMMITTEE	07/28/2025	Pass

Action Text: Motion by Secretary Abrahamian, seconded by Vice President Simon, to RETURN TO LEAD WITH RECOMMENDATION FOR APPROVAL authorization to participate in the 2026 Safe Drinking Water Loan Program. Motion carried by voice vote/other.

1	FINANCE COMMITTEE	07/28/2025	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER			Pass

Action Text: A motion was made by Vidaver, seconded by Govindarajan, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 88852

.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 Programs 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

.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-U14, 4837-15, 4837-U16 and 4837-17 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 $15 million under the State Fiscal Year 2026 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 22, 2025

To: Water Utility Board

From: Krishna Kumar, General Manager
January Vang, Finance Manager
Pete Holmgren, Chief Engineer

Subject: Declaring Official Intent to Reimburse Expenditures from Proceeds of Borrowing

BACKGROUND

This proposed resolution acknowledges that the Madison Water Utility (MWU) will be requesting reimbursement of eligible Capital expenditures on two 2026 Capital Projects through the Wisconsin Department of Natural Resources' (WI-DNR) Safe Drinking Water Loan Program (SDWLP) with low-interest rate (estimated 2.31%) 20-year loans, as was similarly done by the MWU in State Fiscal Years 2023 and 2024 for prior SDWLP-eligible MWU projects.

The proposed State Fiscal Year 2026 projects intending to utilize SDWLP loan reimbursements are the proposed reconstruction of Unit Well 12 and Reservoir 12 (estimated value $8,000,000), and the proposed Lake Forest water system consolidation & replacement project (estimated value $4,300,000).

This resolution does not have any direct fiscal impact to the City or MWU, and simply acknowledges MWU's intent to apply for SDWLP utilization related to these projects.

LEGISLATIVE PATH

- 7/15/2025 Common Council (Introduction)
- 7/22/2025 Water Utility Board
- 7/28/2025 Finance Committee
- 8/5/2025 Common Council (Final Action)

ATTACHMENTS

1. Memo (this document)
2. Legislation Details

City of Madison

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

Master

File Number: 88894

File ID:	88894	**File Type:**	Resolution	**Status:**	Items Referred
Version:	1	**Reference:**		**Controlling Body:**	FINANCE COMMITTEE
				File Created Date :	06/26/2025
File Name:	Amending the 2025 Engineering Major Streets Adopted Capital Budget to transfer $80,000 of existing GO budget authority from Engineering - Major Streets to Planning for the Percent for Art Aggregate Fund related to the John Nolen Drive St Reconstruction			**Final Action:**	

Title: Amending the 2025 Engineering Major Streets Adopted Capital Budget to transfer $80,000 of existing GO budget authority from Engineering - Major Streets to Planning for the Percent for Art Aggregate Fund related to the John Nolen Drive Street Reconstruction Project. (District 4, District 13)

Notes: Introduced from the floor on 7/1/25

		CC Agenda Date:	07/15/2025
		Agenda Number:	51.
Sponsors:	Michael E. Verveer, Tag Evers And Dina Nina Martinez-Rutherford	**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:	Karin Wolf	**Hearing Date:**	
Entered by:	kwolf@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	6/30/2025	Maggie McClain	Approve	7/17/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Planning Division	06/26/2025	Referred for Introduction				
	Action Text: This Resolution was Referred for Introduction						
	Notes: Finance Committee (7/15/25), Common Council (7/15/25)						
1	COMMON COUNCIL	07/01/2025	Refer	FINANCE COMMITTEE		07/15/2025	Pass

	Action Text:	A motion was made by Vidaver, seconded by Govindarajan, to Refer to the FINANCE COMMITTEE. The motion passed by voice vote/other.			
1	FINANCE COMMITTEE	07/15/2025	RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED) - REPORT OF OFFICER		Pass
	Action Text:	A motion was made by Vidaver, seconded by Govindarajan, to RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED) - REPORT OF OFFICER. The motion passed by voice vote/other.			
1	COMMON COUNCIL	07/15/2025	Refer	MADISON ARTS COMMISSION	Pass
	Action Text:	A motion was made by Vidaver, seconded by Govindarajan, to Refer to the MADISON ARTS COMMISSION. The motion passed by voice vote/other.			
	Notes:	Madison Arts Commission (7/28/25), Common Council (8/5/25)			
1	MADISON ARTS COMMISSION	07/28/2025	Return to Lead with the Recommendation for Common Council to Adopt	FINANCE COMMITTEE	Pass
	Action Text:	A motion was made by Luke, seconded by Jurewicz, to Return to Lead with the Recommendation for Common Council to Adopt to the FINANCE COMMITTEE. The motion passed by voice vote/other.			

Text of Legislative File 88894

Fiscal Note

The proposed resolution amends the 2025 Capital Budget by transferring $80,000 of existing GO borrowing funding and corresponding expenses from Engineering - Major Streets' John Nolen Drive Phase 1 project (project #11860) to the Planning Division's Percent for Art Aggregate Fund (project #15043). No additional appropriation required.

Title

Amending the 2025 Engineering Major Streets Adopted Capital Budget to transfer $80,000 of existing GO budget authority from Engineering - Major Streets to Planning for the Percent for Art Aggregate Fund related to the John Nolen Drive Street Reconstruction Project. (District 4, District 13)

Body

WHEREAS, Madison Ordinances 4.30(5) created a Percent for Art that can be used for public art associated with public works projects, and;

WHEREAS, The Percent for Art funds are calculated based on eligible project costs associated with projects that have a cost threshold as identified in Section 4.3(c), and;

WHEREAS, WISDOT is bidding and administering the construction contract for Phase I of the John Nolen Drive Reconstruction Project under an agreement with the City of Madison authorized by the Common Council in RES-24-00596, effective 10/10/2024; and

WHEREAS, the City’s portion of the project will be above the eligible threshold for the Percent for Art, and;

WHEREAS, when deemed appropriate by the Common Council and where permitted by the funding source, the Percent for Art Expenditure may be reallocated to an alternative site or to the Art Aggregated Fund for the purchase, installation, and maintenance of public art projects. Such reallocation may occur where the original project has limited public access, or generates funds insufficient to acquire new artwork, or for any other reason deemed compelling by the Common Council, and;

WHEREAS, investing percent funds in the adjacent lake front will offer significant benefits that will complement street improvements, the Engineering Major Streets - John Nolen Drive Phase I Project (Munis #11860) will transfer $80,000 to the Planning Budget Art Aggregated Fund for use in the Madison LakeWay-Lake Monona Waterfront Development.

BE IT RESOLVED, that the 2025 Engineering Major Streets Adopted Capital Budget are hereby amended to transfer $80,000 General Obligation Borrowing (GO Borrowing) authority from the John Nolen Drive Street Phase I Reconstruction project (Munis #11860) to the Art Aggregated Fund (Munis #15043).

City of Madison

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

Master

File Number: 88895

File ID:	88895	**File Type:**	Resolution	**Status:**	Items Referred
Version:	1	**Reference:**		**Controlling Body:**	MADISON ARTS COMMISSION
				File Created Date :	06/26/2025
File Name:	Accepting ownership of the Wisconsin Landscape mosaic mural by mural artist Arnold Zweerts			**Final Action:**	

Title: Accepting ownership of the Wisconsin Landscape mosaic mural by mural artist Arnold Zweerts (1918 Bussum, Netherlands-2009 Hood River, Oregon) which will be installed in the Madison Parks Division's Lakeside Offices' boardroom, 330 E. Lakeside Street, Madison, WI 53715, accepting the non-cash donations and authorizing the Planning Division Director to execute a donation agreement with the Kohler Foundation, Inc. (District 13).

Notes:

		CC Agenda Date:	07/15/2025
		Agenda Number:	52.
Sponsors:	Dina Nina Martinez-Rutherford And Tag Evers	**Effective Date:**	
Attachments:	ZWEERTS 1961.may.23 mosaic demo AIC Bart Ryckbosch.jpeg, Zweerts Mockup Parks Dept.jpg, Declaration of Gift - Zweerts Mosaic to City of Madison.pdf, Zweerts Mosaic Proposal.pdf	**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	afollensbee@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	7/9/2025	Maggie McClain	Approve	7/29/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Planning Division	06/26/2025	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Finance Committee (7/28/25), Madison Arts Commission (7/28/25), Common Council (8/5/25)					
1	COMMON COUNCIL	07/15/2025	Referred	FINANCE COMMITTEE	07/28/2025		

	Action Text:	This Resolution was Referred to the FINANCE COMMITTEE				
	Notes:	Additional referral to Madison Arts Commission				
1	FINANCE COMMITTEE	07/15/2025	Referred	MADISON ARTS COMMISSION		
	Action Text:	This Resolution was Referred to the MADISON ARTS COMMISSION				
1	FINANCE COMMITTEE	07/28/2025	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER			Pass
	Action Text:	A motion was made by Vidaver, seconded by Govindarajan, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.				
1	MADISON ARTS COMMISSION	07/28/2025	Return to Lead with the Recommendation for Common Council to Adopt	FINANCE COMMITTEE	07/28/2025	Pass
	Action Text:	A motion was made by Luke, seconded by Jurewicz, to Return to Lead with the Recommendation for Common Council to Adopt to the FINANCE COMMITTEE. The motion passed by voice vote/other.				

Text of Legislative File 88895

Fiscal Note

The proposed resolution authorizes the City of Madison to accept ownership of the mosaic mural to be installed at the Parks Division's Lakeside Office Boardroom. Installation cost estimates are approximately $10,000 and will be paid for through the Municipal Art Fund (Munis program #65001). No additional City appropriation required.

Title

Accepting ownership of the Wisconsin Landscape mosaic mural by mural artist Arnold Zweerts (1918 Bussum, Netherlands-2009 Hood River, Oregon) which will be installed in the Madison Parks Division's Lakeside Offices' boardroom, 330 E. Lakeside Street, Madison, WI 53715, accepting the non-cash donations and authorizing the Planning Division Director to execute a donation agreement with the Kohler Foundation, Inc. (District 13).

Body

WHEREAS, Arnold Zweerts taught figure drawing at the Art Institute of Chicago in the 1960s, and in 1975 he moved to Postville, WI where he continued to be an active artist in a variety of media; and

WHEREAS, in 1977 Zweerts created a mosaic mural of a Wisconsin landscape while living in Postville, Wisconsin; and,

WHEREAS, Don and Barbara MacCrimmon, residents of Madison and lifelong friends of Zweerts, bought this mosaic when Zweerts and his wife moved to Oregon; and,

WHEREAS, in July 2022, the MacCrimmon Family hired Mosaic Historian Lillian Sizemore to help find a permanent public home for their beloved mosaic; and,

WHEREAS, on March 31, 2022, Park’s leadership approved the proposed installation design and location of the Zweerts mosaic mural in the entryway of the Parks Division's Office boardroom, which is available for public use; and,

WHEREAS, on November 11, 2024, the Kohler Foundation, Inc. agreed to fund the costs of moving and conserving the mosaic; and

WHEREAS, City Engineering has been partnering with Planning and Parks Division staff to

prepare the site; and

WHEREAS, Lillian Sizemore has been contracted to conserve the mosaic prior to installation in the Madison Parks Division's Lakeside Offices' boardroom; and,

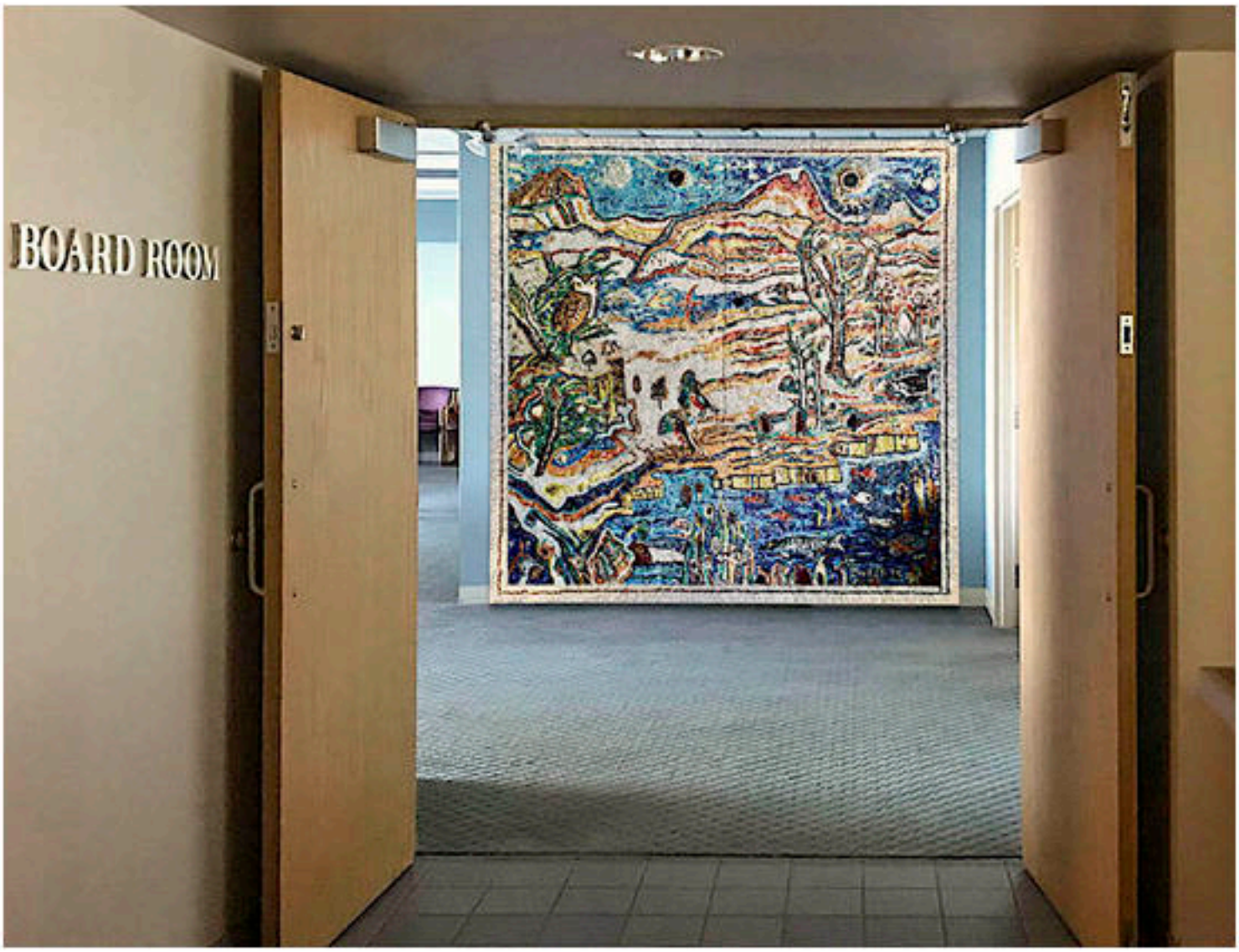
NOW, THEREFORE, BE IT RESOLVED, that the City formally accepts the Kohler Foundation, Inc. donation of artwork appraised at $38,000 and $14,000 of conservation, transportation, and installation work, that the Common Council of the City of Madison wishes to accept the gift of the Wisconsin landscape mosaic mural by Arnold Zweerts from Kohler Foundation, Inc to display in the Parks Facility.

BE IT FURTHER RESOLVED, that the Planning Division Director is authorized to execute an art donation agreement with the Kohler Foundation, Inc. accepting the Wisconsin landscape mosaic mural by Arnold Zweerts from the Kohler Foundation, Inc. as a gift to the City of Madison.

BE IT STILL FURTHER RESOLVED, that the Board of Park Commissioners approves the installation and location of the mosaic in the Parks Division’s Lakeside Office boardroom.

BE IT FINALLY RESOLVED, that the Common Council of the City of Madison extends gratitude, through the acceptance and placement of this sculpture, to Lillian Sizemore, who brought this opportunity to the City, and to the MacCrimmon Family, and to the Kohler Foundation, Inc. for ensuring this mosaic continues to be accessible for public view and enjoyment.


ARNOLD ZWEERTS


BOARD ROOM

DECLARATION OF GIFT
OF
ARNOLD ZWEERTS MOSAIC

Kohler Foundation, Inc. a Wisconsin non-stock corporation located at Kohler, Wisconsin, hereby gives, transfers and assigns to City of Madison located at Madison, WI all of Kohler Foundation, Inc.'s rights, title and interest (including copyright, renewal, and other rights therein throughout the world, effective nunc pro tunc as of the creation of the work) in Mosaic by Arnold Zweerts as detailed below.



Arnold Zweerts, Untitled, 1977, mixed media on wood base, 96" x 96"

The gift is made without restriction.

The mosaic should be noted as a Gift of Donald and Barbara MacCrimmon and Kohler Foundation, Inc.

Kohler Foundation, Inc. retains the right to use images of this artwork on their website, in presentations, and for promotional efforts.

IN WITNESS WHEREOF, Kohler Foundation, Inc. has executed this declaration of gift at Kohler, Wisconsin, this _____ day of (month, year).

Agreed and Accepted:

CITY OF MADISON

_____
Satya Rhodes-Conway, Mayor

KOHLER FOUNDATION, INC.

_____
Angela Ramey, Executive Director

DRAFT

City of Madison Department of Planning and
Community and Economic Development
Planning Division
215 Martin Luther King, Jr. Blvd., Suite 017
P.O. Box 2985, Madison WI 53701-2985
madisonarts@cityofmadison.com
www.cityofmadison.com/arts

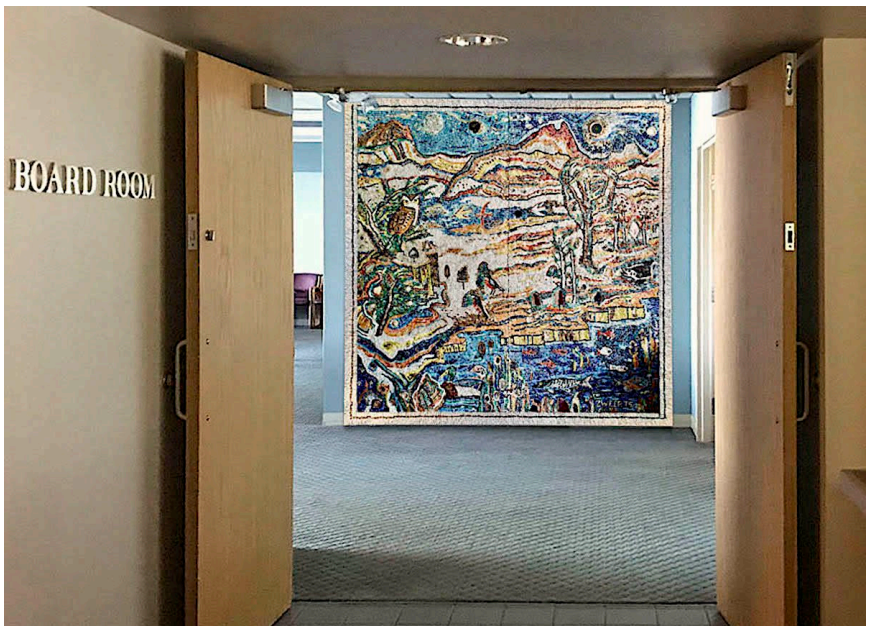
The Wisconsin Mosaic by Arnold Zweerts

Overview

In 2022, mosaic historian Lillian Sizemore brought this opportunity to the City of Madison. At the time around staff, we were developing a public art plan for the new Parks building. The original donors (The McCrimmons) were getting ready to move and they wanted their beloved mosaic to be displayed in a public space.

As the new Madison Parks Building Project had not generated an arts budget through our Percent for Art Program, arts staff had to get creative with our art plan. We were able to include several pieces from our permanent collection and purchase a few pieces. For example, a bench that was produced through Phoenix from the Ashes (funded in part by the Madison Community Foundation), a Christopher Sweet painting through a Mayor's Purchase award, some art loans etc. Ultimately everything we included seemed site specific to the building and we were very proud of how the public art enhanced their new space on opening day.

The offer of the Arnold Zweerts mosaic seemed to come at the right time and be a perfect fit for the building.



Mockup in board room entrance

The Kohler Foundation generously agreed to pay to move, conserve, and install the mosaic. However, when we had a structural engineer inspect the wall where the mosaic will go, they suggested that we reinforce the wall to support the weight. The estimate for that work is $6,500. We did not have this work budgeted and we already had to seek budget authority to pay $3,500 for the structural engineer. We already spoke with Kohler to see if they had any additional funding. They responded that they are not able to give more than they are already and expressed concern that they would have to pull the project.

Three years into this effort, City arts staff is committed to seeing this project through and are determined to fundraise for the $6,500 gap.

Location
Madison Parks Division's Lakeside Offices' boardroom, 330 E. Lakeside Street, Madison, WI 53715.

Budget

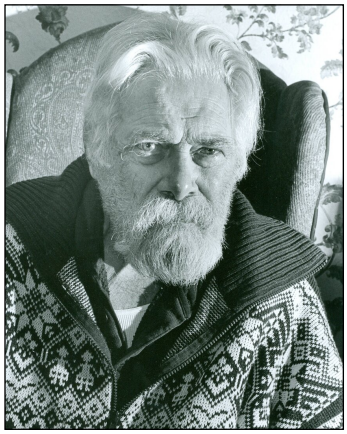
Item	Cost	Funding Source
Mosaic Appraisal Value	$38,000	Kohler Foundation Inc.
Conservation, Shipment, Framing & Installation	$14,000	Kohler Foundation Inc.
Structural Engineer	$3,500	Municipal Arts Fund
Wall Construction	$6,500	TBD
Dedication Event	$300	Friends of MAC*
Total:	**$62,300**	

Funding Secured: $55,500 (89.6% secured)
Kohler Foundation Inc.: $52,000
Municipal Arts Fund: $3,500

Funding Anticipated: $300
Friends of MAC: $300

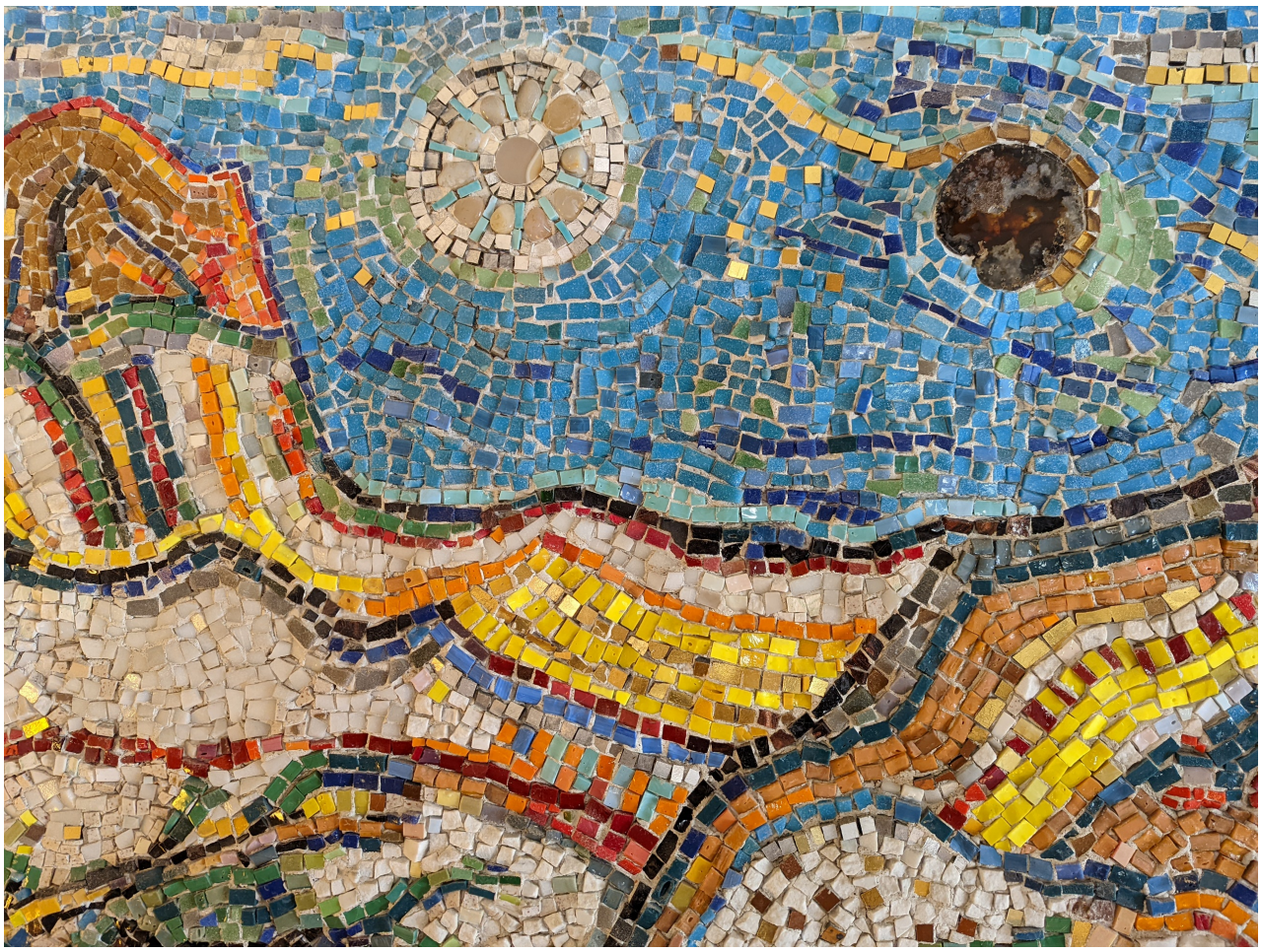
Funding Needed: $6,500
(Wall construction)

ARNOLD ZWEERTS (1918- 2009) Powerhouse Practitioner of Modern Mosaic



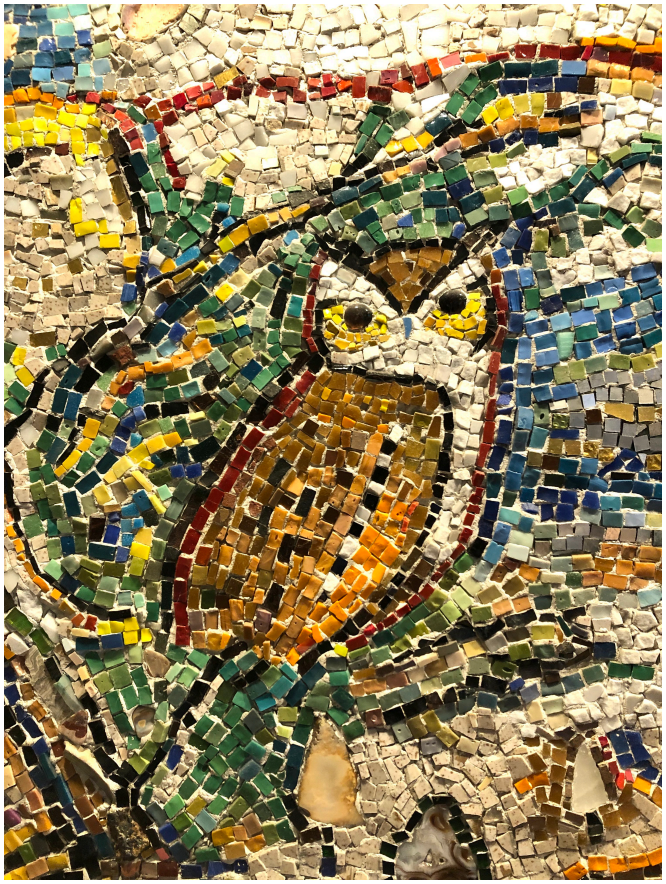
The Wisconsin Mosaic depicts a wild landscape that captivates our imagination. A glittering body of water is teaming with lively, colorful fish and ducks. We find a badger, an homage to the State of Wisconsin mascot animal. A distinctive treatment of the trees are made with an astonishing array of semi-precious stones and fossils. Mr. Zweerts was an Italian-trained mosaicist, educator and painter. Zweerts created dozens of mosaic panels, tables, and several other commissioned murals, leaving a legacy of mosaics, oil paintings, wood cuts, charcoal, pastels, pen and inks and pencil drawings.













More and more mosaic is being seen as a true art medium in its own right. This has brought with it an appreciation and emphasis on the qualities that set mosaic apart. Modern mosaic uses optical color mixing; that is the use of different hues in a field to heighten the mosaic surface qualities. Mosaic must be experienced in person to be fully appreciated. They are notoriously difficult to photograph to do justice to their lively surface quality.

With good reason, there is a growing interest in midcentury mosaic with increased scholarship and knowledge, brings more care and attention to preserve these historically significant works.

- - - - - -

TITLE: UNTITLED

SUBJECT: Wisconsin Landscape

ARTIST-DESIGNER: ARNOLD ZWEERTS

Born November 29 1918, Bussum, Netherlands
Deceased November 6 2009, Hood River, Oregon (91 years old)

DATE OF FABRICATION: 1977 (dated on the artwork itself) Arnold Zweerts created the piece himself while living in Wisconsin.

DIMENSIONS: 96 in x 96 in x 5 in. (8 ft x 8 ft x 5 in. depth) Surface Area 64 sq. ft.

MATERIALS:
Mixed-media on wood base, in two sections
For Interior positioning only
Identified in the work: Italian glass smalti, 24K gold smalti (flat and ondulato), flat glass vitreous tiles, marble, pebbles and stones, ceramic porcelain tile, ceramic pottery shards, glass beads, tumbled moonstone, mica, varied fossils, agates, geodes, ironstone, abalone (mother of pearl), shells.

THE ZWEERTS MOSAIC within the MODERN MOSAIC CANON:

The use of mosaic both in architectural settings and as an expressive decorative device, reached a high point in the United States at the mid-twentieth century. Artists and architects were working in collaboration to elevate the aesthetics of buildings with mosaic to tell important cultural stories. As an extension of the Designer-Craftsman movement, many painters of the period tried their hand at mosaic as a medium of expression. For architectural settings, they often used professional mosaic fabricators to achieve the technical skill and quality for larger works and wall panels. Prominent modern painters creating mosaic during this period include Lee Krasner, Marc Chagall, Sonia Delaunay, Jeanne Reynal, Pablo Picasso, Fernand Léger, Joan Miró, Niki de Saint Phalle, among others.

A number of Wisconsin artists were actively making architectural mosaic between the 1950s to1970s. In Madison, significantly, there was Jame Watrous and Marjorie Kreilick who were both teaching at UW-Madison while taking sabbaticals to Italy and producing large scale mosaics around the state and country. Other strong architectural works by Edmund Lewandowski, a precisionist painter, and Merritt Yearsley, a sculptor, can be found in Milwaukee.

Zweerts, too, was making mosaic throughout this critical period, and while he is little known, his work is worthy of study and collection. With his direct connections to traditional Italian training, his vast network of artistic connections through the Chicago Contemporary Art Workshop, the Art Institute of Chicago, the Allende Institute in Mexico, and extensive world travels, the Wisconsin Landscape mural and other works, mark a valuable and welcome addition to the larger canon of midcentury mosaic.



More information is available and we'd be happy to discuss the possibilities. Viewing the artwork can be arranged and is recommended.

Please contact
Lillian Sizemore, mosaic specialist and consultant
Madison, WI
415-793-0079
Lillian@LillianSizemore.com
LillianSizemore.com

City of Madison

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

Master

File Number: 89006

File ID:	89006	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	Attorney's Office
				File Created Date :	07/07/2025
File Name:	General Obligation Promissory Notes			**Final Action:**	

Title: Authorizing the Issuance and Establishing the Parameters for the Sale of Not to Exceed $137,910,000 General Obligation Promissory Notes, of the City of Madison, Wisconsin, and Directing the Final Approval of the Terms Thereof.

Notes: GenObNotes2025

		CC Agenda Date:	07/15/2025
		Agenda Number:	53.
Sponsors:	Regina M. Vidaver And Satya V. Rhodes-Conway	**Effective Date:**	
Attachments:	89006 Body.pdf, 2025 GO Borrowing Overview -- 7-28-2025.pdf	**Enactment Number:**	
Author:	Matthew Robles	**Hearing Date:**	
Entered by:	mglaeser@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	7/9/2025	Ryan Pennington	Approve	7/25/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Attorney's Office	07/07/2025	Referred for Introduction				
	Action Text: This Resolution was Referred for Introduction						
	Notes: Finance Committee (7/28/25), Common Council (8/5/25)						
1	COMMON COUNCIL	07/15/2025	Referred	FINANCE COMMITTEE		07/28/2025	
	Action Text: This Resolution was Referred to the FINANCE COMMITTEE						
1	FINANCE COMMITTEE	07/28/2025	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass
	Action Text: A motion was made by Vidaver, seconded by Govindarajan, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.						

Text of Legislative File 89006

Fiscal Note

This resolution authorizes the issuance of up to $137,910,000 in general obligation promissory notes and an irrevocable property tax sufficient for the purpose of paying principal and interest on the notes. These notes will be used to finance current year projects and programs authorized in the 2025 adopted capital budget. A description of the specific expenditure purposes is included in the resolution. The total amount includes cost of issuance.

The notes will be structured with a tax-exempt series of 10 and 20 year amortization period, with a tax increment financing series of $3.7 million, that may be either issued as taxable or tax-exempt debt.

As was the case with the 2024 debt issuance, the 2025 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 6.5 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 prior to September 30, 2025. The authority granted in the resolution expires on December 31, 2025.

Interest on the $137.9 million 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 $19 million in 2026 and gradually decline to $14 million by the last year of repayment in 2035 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 $1.6 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. 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 amounts for capital projects in this issuance, net of issuance costs and underwriter's discount, are estimated to be approximately $13 million. The premium represents approximately 10% of the par value of the tax-exempt debt and compares favorably to the ratio of premium to par values in prior years:

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.

Title

Authorizing the Issuance and Establishing the Parameters for the Sale of Not to Exceed $137,910,000 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. 89006 Body in Attachments

RESOLUTION AUTHORIZING THE ISSUANCE AND ESTABLISHING THE PARAMETERS FOR THE SALE OF NOT TO EXCEED $137,910,000 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 and establishes the parameters for the sale of General Obligation Promissory Notes, in an aggregate principal amount not to exceed $137,910,000 (the "Notes") to be issued in one or more series. 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.

The Notes will be issued for the following purposes:

Community Development	Planning
Economic Development	Historic Preservation
Engineering	Parks Division
Finance	Police Department
Fire Department	Public Health
Fleet Services	Storm Water Utility
Information Technology	Streets Division
Library	Tax Increment District
Metro Transit Utility	Traffic Engineering
Monona Terrace	Transportation
Parking	Water Utility

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 of Madison, Wisconsin (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 $137,910,000. 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 $137,910,000.

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, respectively, shall not exceed 5.00% and the true interest cost of any taxable Notes, respectively, shall not exceed 6.50%. Interest on the Notes shall be payable semi-annually on April 1 and October 1 of each year, commencing on April 1, 2026. 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, 2045, and provided further that, subject to Section 2.01, the aggregate principal amount of the Notes shall not exceed $137,910,000.

(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 $375,000.

(d) 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.

(e) 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, 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, 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:

[remainder of page intentionally left blank]

(Form of Notes)

UNITED STATES OF AMERICA

STATE OF WISCONSIN

COUNTY OF DANE

CITY OF MADISON

[TAXABLE] GENERAL OBLIGATION PROMISSORY NOTE, SERIES [2025-__]

REGISTERED NO. _____ REGISTERED $_____

DATED DATE	INTEREST RATE	MATURITY DATE	CUSIP
_____, 2025	_____%	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, 2026, 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**
Community Development	$
Economic Development	
Engineering	
Finance	
Fire Department	
Fleet Services	
Information Technology	
Library	
Metro Transit Utility	
Monona Terrace	
Parking	
Planning	
Historic Preservation	
Parks Division	
Police Department	
Public Health	
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 5, 2025, and entitled: "Resolution Authorizing the Issuance and Establishing the Parameters for the Sale of Not to Exceed $137,910,000 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.

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 Promissory Notes, Series [2025-__], 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 his 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 his 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 his 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 his 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 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. 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 10. 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 11. 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 12. 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 13. 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 14. Continuing Disclosure. In connection with the sale of the Notes, the Finance Director or his 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 15. 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 16. 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 17. 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 18. 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, 2025, then the authority granted in this resolution shall expire and be of no further force and effect.

Section 19. Effective Date. This resolution shall become effective immediately upon its passage, the public welfare requiring it.

Adopted this 5th day of August, 2025, 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 PROMISSORY NOTES, SERIES 2025-[__] [*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 5, 2025, 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] Series 2025-[__] Notes [*Add section for each series of Notes*]. The [Taxable] Series 2025-[___] shall be designated as "[Taxable] General Obligation Promissory Notes, Series 2025-[__]" (the "[Taxable] Series 2025-[__] Notes"). In compliance with the parameters set forth in the Resolution, the [Taxable] Series 2025-[__] Notes shall be dated _____, 2025, 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] Series 2025-[__] 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] Series 2025-[__] Notes is attached hereto as Exhibit A-1.

3. Purchase Price of the Notes. The Series 2025-[__]] Notes were sold to _____ (the "2025-__ 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 2025-[__] Notes were sold to _____ (the "2025-___ 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 Authority, 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] Series 2025-[__] Notes is hereby designated as "[Taxable] General Obligation Promissory Notes, Series 2025-[__], Borrowed Money Fund." [*repeat for each series*]

9. Designation of Debt Service Fund. The debt service fund for the [Taxable] Series 2025-[__] Notes is hereby designated as "[Taxable] General Obligation Promissory Notes, Series 2025-[__], 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, we have executed this Certificate on [Sale Date], 2025 pursuant to the authority delegated to us in the Resolution.

_____

Finance Director

[Signature page to Approving Certificate]

EXHIBIT A-1

[TAXABLE] SERIES 2025-[__] DEBT SERVICE SCHEDULE

CERTIFICATE

I, Michael Haas, 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 5, 2025, 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 $137,910,000 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 ___, 2025, 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 5, 2025, was given by the Mayor or his 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, 2025.

_____
Acting City Clerk

(SEAL)

2025 GO Borrowing

Overview
Parameters Resolution

Finance Committee
July 28, 2025

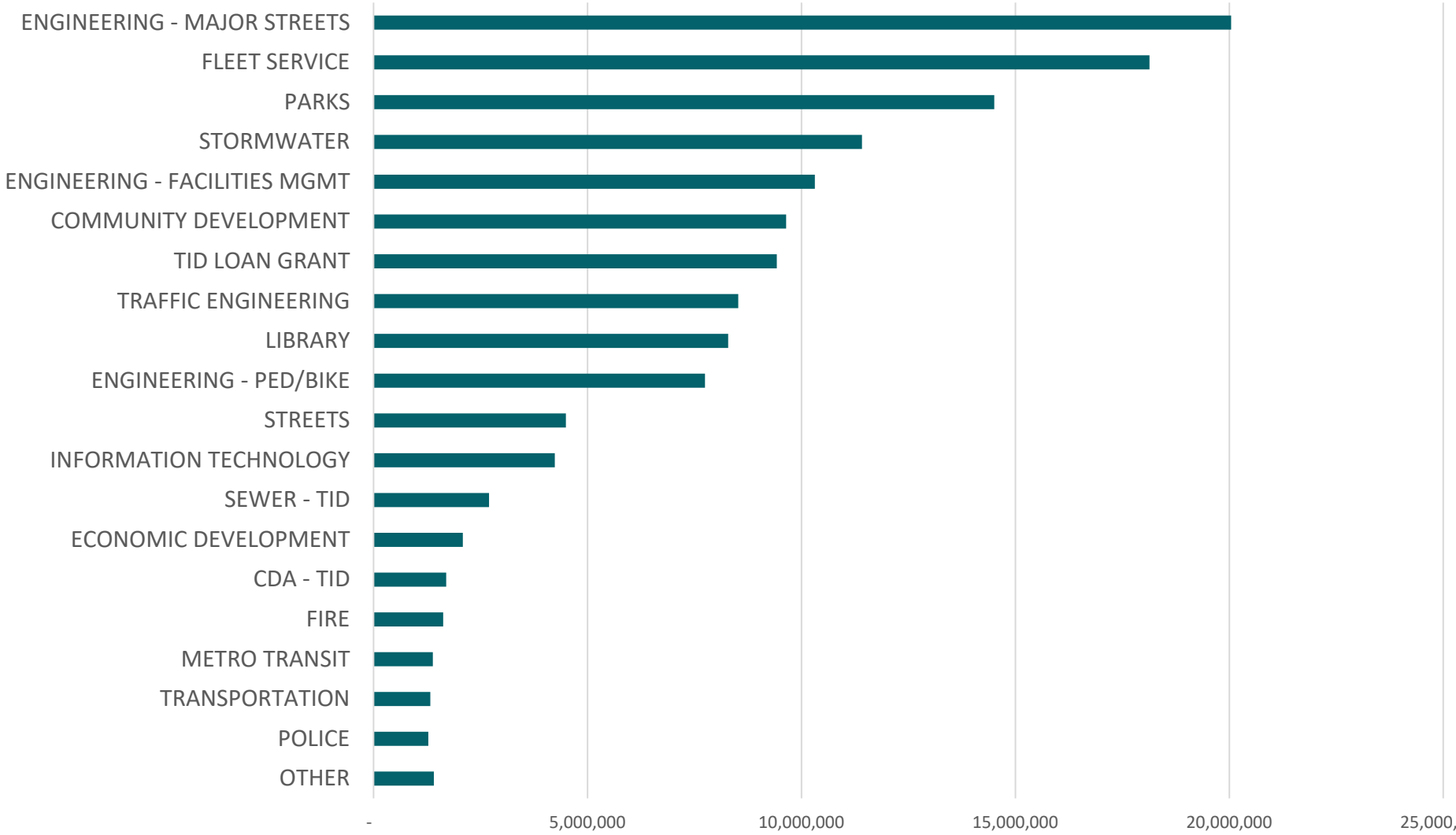
GO Borrowing Overview

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 2025 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 2025 property taxes (levied in December 2025 and due in 2026).
- 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 -- $137m

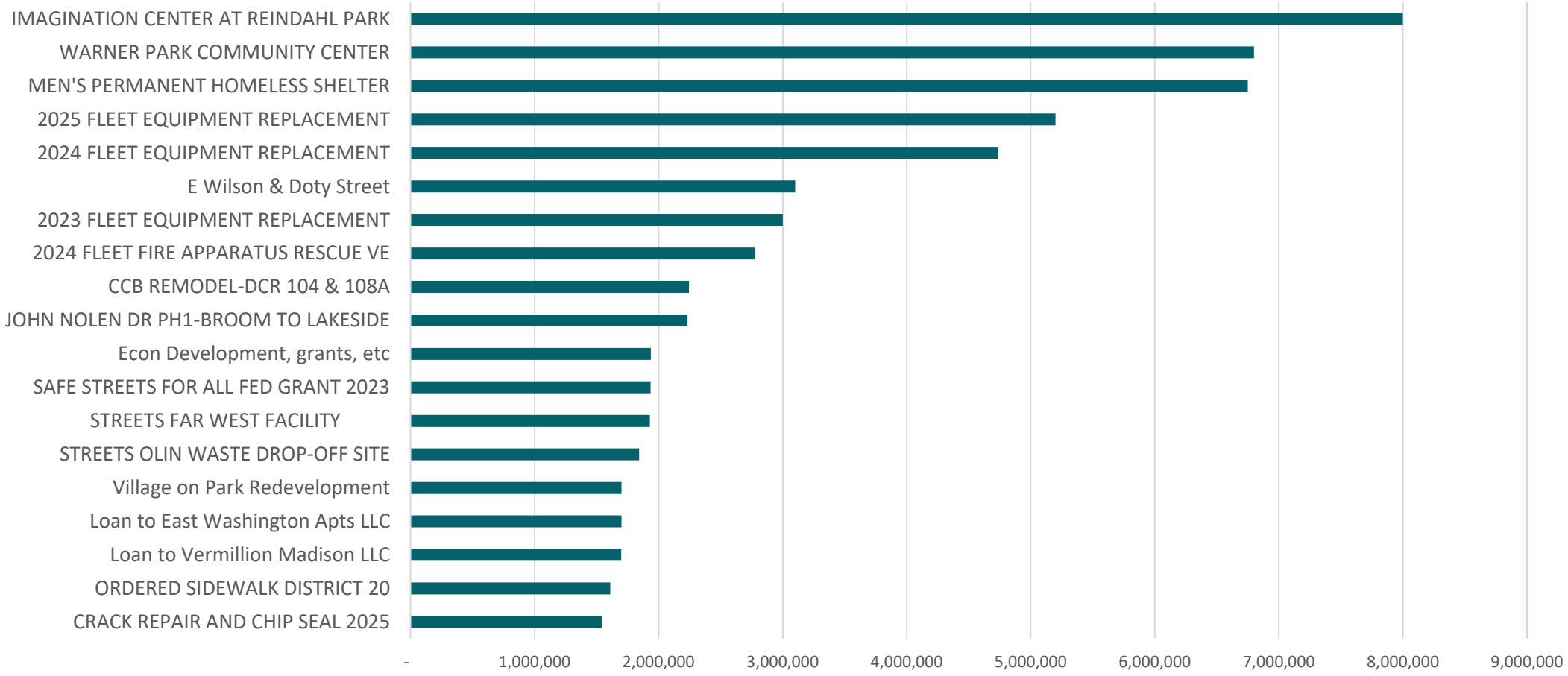
Borrowing by Agency



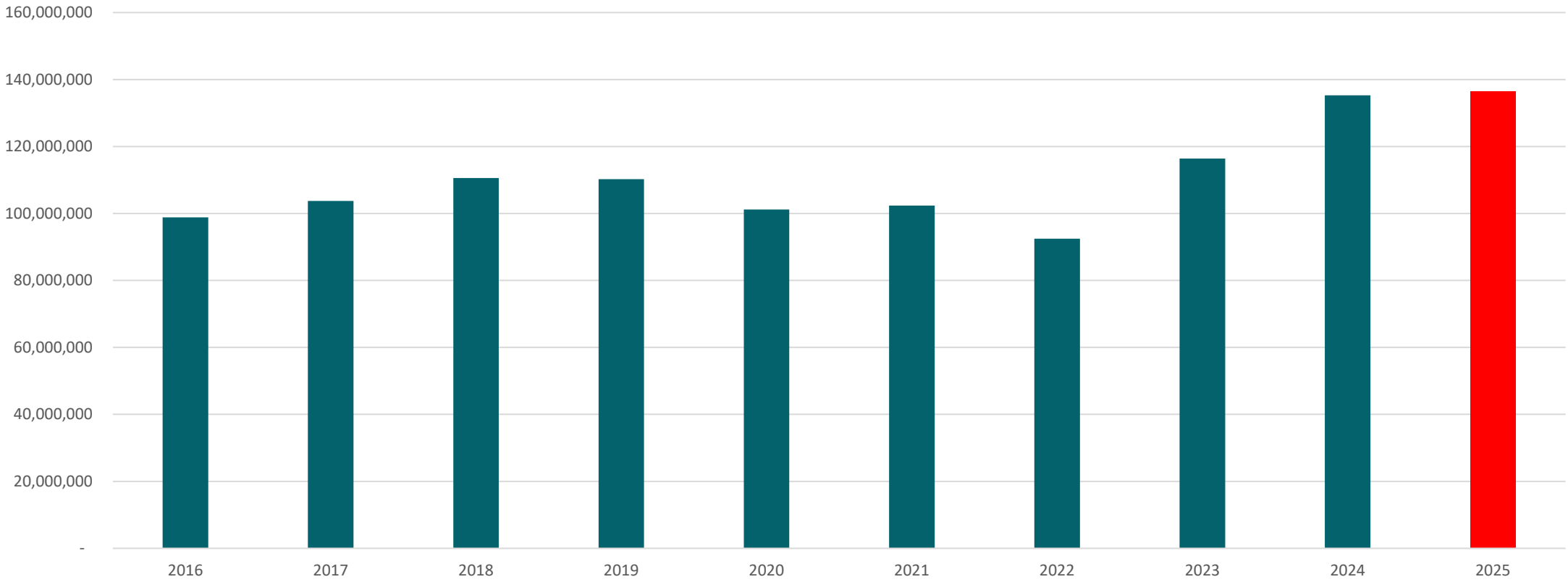
Borrowing by Project/Program

529 Projects/Programs

19 Projects/Programs over $1.5m each – $60m total



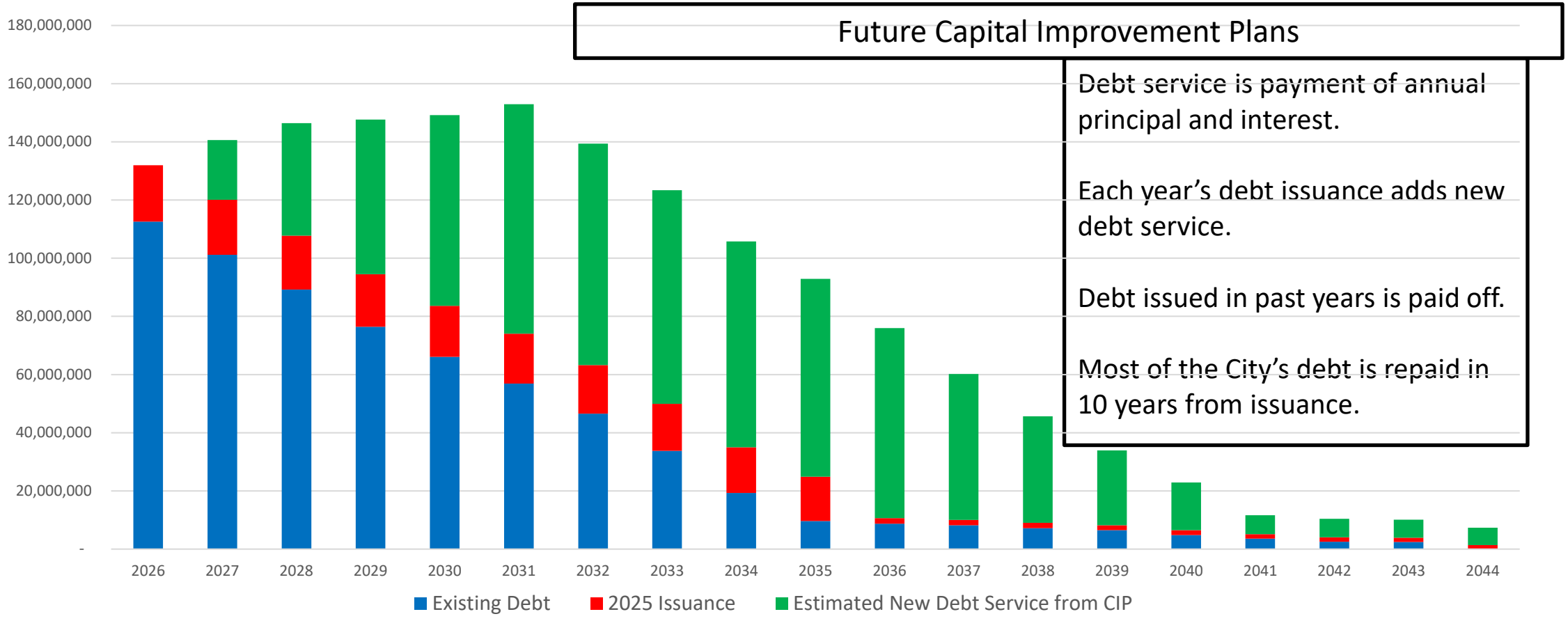
GO Borrowing History since 2015



626

Debt Service

Existing Debt - 2025 Issuance – Five Year CIP



Future Capital Improvement Plans

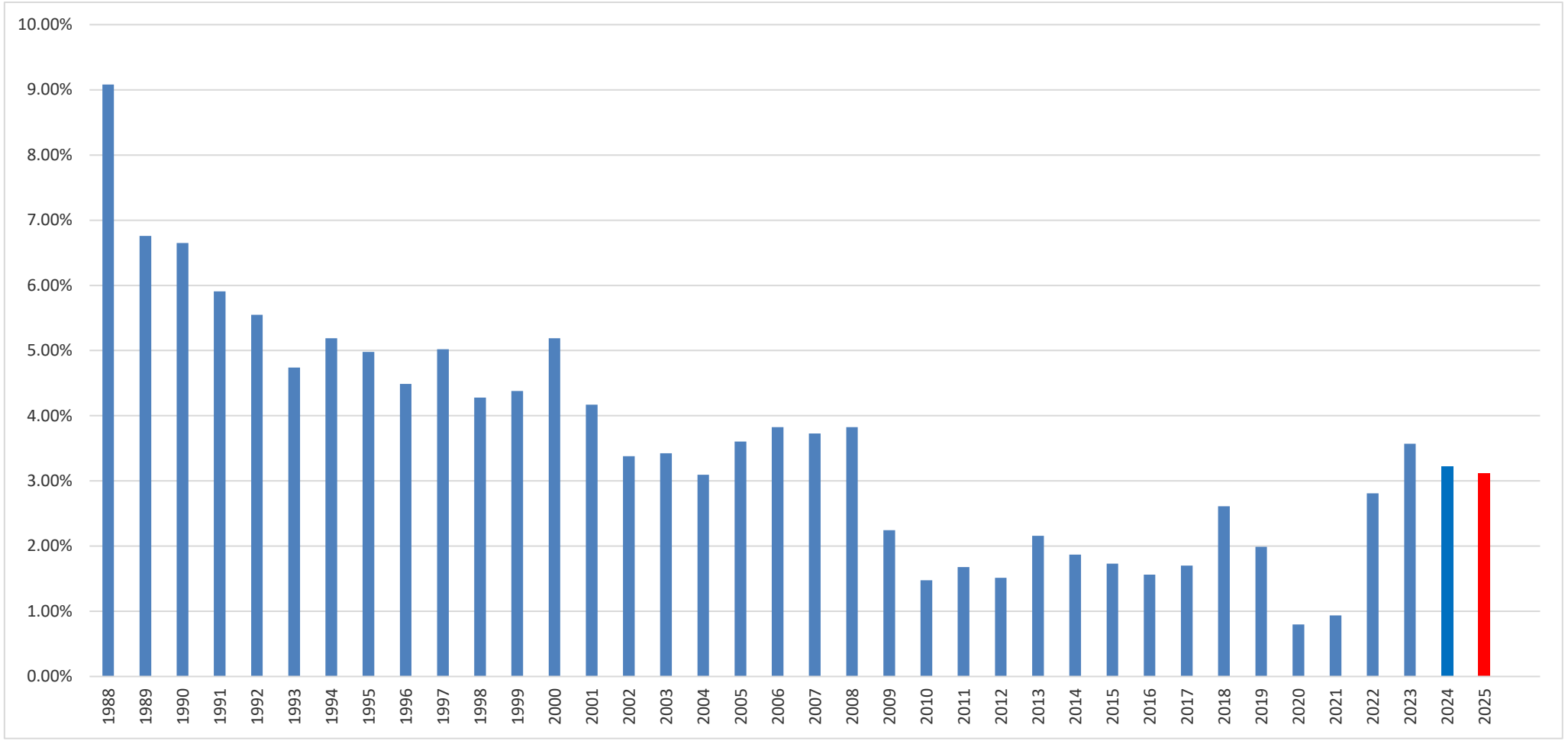
Debt service is payment of annual principal and interest.

Each year's debt issuance adds new debt service.

Debt issued in past years is paid off.

Most of the City's debt is repaid in 10 years from issuance.

Historical Interest Rates on City Debt



Parameters Resolution

July 28, 2025 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 -- $137 million
  - 10 year -- $110 million
  - 20 year -- $27 million
  - Taxable – estimated at $3 million (within 10 and 20 year amounts)
- Maximum True Interest Cost – 5.0 percent (tax-exempt); 6.5 percent (taxable)
- Maximum Cost of Issuance – $375,000
  - Municipal advisory services, bond counsel, registration of notes
- Expiration of parameters authority – December 31, 2025
- Expected date of sale – August 19, 2025

City of Madison

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

Master

File Number: 89040

File ID:	89040	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	Human Resources Department
				File Created Date :	07/08/2025
File Name:	Recreate vacant position #4476 from a 1.0 FTE Planner 2 to a 1.0 FTE Library IT Specialist 1 and create a 0.6 FTE Clerk 1 position within the Library Operating Budget.			**Final Action:**	

Title: Recreate vacant position #4476 from a 1.0 FTE Planner 2 to a 1.0 FTE Library IT Specialist 1 and create a 0.6 FTE Clerk 1 position within the Library Operating Budget.

Notes:

		CC Agenda Date:	07/15/2025
		Agenda Number:	54.
Sponsors:	Director of Human Resources	**Effective Date:**	
Attachments:	FinComm Memo MPL Planner 2.pdf	**Enactment Number:**	
Author:	Julie Trimbell, Human Resources Analyst	**Hearing Date:**	
Entered by:	kklafka@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	7/9/2025	Christine Koh	Approve	7/28/2025

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Human Resources Department	07/08/2025	Referred for Introduction				
	Action Text: This Resolution was Referred for Introduction						
	Notes: Finance Committee (7/28/25), Common Council (8/5/25)						
1	COMMON COUNCIL	07/15/2025	Referred	FINANCE COMMITTEE		07/28/2025	
	Action Text: This Resolution was Referred to the FINANCE COMMITTEE						

1	FINANCE COMMITTEE	07/28/2025	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER	Pass

Action Text: A motion was made by Vidaver, seconded by Govindarajan, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 89040

Fiscal Note

The proposed resolution authorizes the recreation of position #4476 from a 1.0 FTE Planner 2 to a 1.0 FTE Library IT Specialist 1. It further authorizes the creation of a 0.6 FTE Clerk 1 position. The total estimated cost of the 1.0 FTE Library IT Specialist 1 position is $92,284 for a full year and approximately $34,651 for the remainder of 2025. The total estimated cost of the 0.6 FTE Clerk 1 position is $36,935 for a full year and approximately $13,868 for the remainder of 2025. The 2025 Adopted Operating Budget for the Library includes $115,440 for position #4476, and the position has been vacant since early June. Salary savings have been generated by the vacancy, and the estimated remaining cost of the two positions proposed will not exceed the budget authorized for position #4476 in the 2025 adopted operating budget.

Title

Recreate vacant position #4476 from a 1.0 FTE Planner 2 to a 1.0 FTE Library IT Specialist 1 and create a 0.6 FTE Clerk 1 position within the Library Operating Budget.

Body

Resolution recreating the vacant 1.0 FTE position #4476 of “Planner 2” (CG18, R8) as a 1.0 FTE “Library IT Specialist 1” (CG33, R2) position and creating a 0.6 FTE Clerk 1 position (CG32, R1), within the Library Operating Budget, thereof.

TO: Finance Committee

FROM: Julie Trimbell, Human Resources

DATE: July 3, 2025

SUBJECT: Madison Public Library – Planner 2

Library Director Tana Elias is requesting the recreation of a vacant 1.0 FTE Planner 2 position, #4476, (CG18-08) to a Library IT Specialist 1 position (CG33-02) and using the remaining salary to fund the creation of a new 0.6 FTE Clerk 1 position (CG32/01). These two positions are necessary to prepare for the new Imagination Center opening in 2026. Following a review of the submitted materials, I recommend the Planner 2 position be recreated as a Library IT Specialist 1 position and a new Clerk 1 position be created.

Position #4476 recently became vacant and the Library is taking this opportunity to hire staff to support the needs of the new Imagination Center being built at Reindahl Park and expected to open in late 2026. It is not possible to use existing positions to support the needs of the new facility and provide adequate customer service. These two positions will provide systemwide staffing in the areas of technology support and technical services/collection management and are imperative to successfully opening the new building within the expected timeline.

As the Library IT Specialist 1 and Clerk 1 classifications already exist in the City's classification scheme, recreation of a Planner 2 position within the Library operating budget may be authorized directly by the Finance Committee, according to Mayoral APM 2-4. Therefore, I recommend recreation of the 1.0 FTE Planner 2 position, #4476, to a 1.0 FTE Library IT Specialist 1 position and creation of 0.6 FTE Clerk 1 position, within the Library budget.

The necessary resolution to implement this recommendation has been drafted.

Editor's Note:

Compensation Group/Range	2025 Annual Minimum (Step 1)	2025 Annual Maximum (Step 5)	2025 Annual Maximum +12% longevity
32/01	$44,042	$50,653	$56,732
33/02	$70,854	$83,426	$93,437
18/08	$76,903	$91,258	$102,209

cc: Tana Elias – Library Director
Krissy Wick – Library Associate Director
Kurt Rose– Employee and Labor Relations Manager
Martin Alvarado – Local 6000 Representative

City of Madison

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

Master

File Number: 89041

File ID: 89041 **File Type:** Resolution **Status:** Report of Officer

Version: 2 **Reference:** **Controlling Body:** Finance Department

File Created Date : 07/08/2025

File Name: 2025 Mid-Year Budget Appropriation **Final Action:**

Title: SUBSTITUTE: Mid-Year Appropriation Resolution amending the 2025 Adopted Operating Budget by taking the following actions: appropriating $2.3 million in general fund balance, appropriating $30,128 in library fund balance, appropriating $253,185 in Public Health fund balance, making transfers within agency budgets based on projected spending through the 2nd quarter of 2025, and appropriating revenues and making other adjustments in non-general fund agencies; and amending the 2025 Adopted Capital Budget by taking the following actions: updating project descriptions for approved capital projects, appropriating funding from non-borrowing sources, updating TID proceeds and borrowing based on recently adopted amendments to TID project plans, authorizing transfers of borrowing across projects, and removing excess borrowing.

Notes:

CC Agenda Date: 07/15/2025

Agenda Number: 55.

Sponsors: Satya V. Rhodes-Conway **Effective Date:**

Attachments: 2025 2ndQ Projection - FC.pdf, 2025 2ndQ Projection - FC v2.pdf, 89041 v1.pdf **Enactment Number:**

Author: Christine Koh **Hearing Date:**

Entered by: ckoh@cityofmadison.com **Published Date:**

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	7/9/2025	Christine Koh	Approve	7/28/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Finance Department	07/08/2025	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction
Notes: Finance Committee (7/28/25), Common Council (8/5/25)

1	COMMON COUNCIL	07/15/2025	Referred	FINANCE COMMITTEE	07/28/2025	
	Action Text:	This Resolution was Referred to the FINANCE COMMITTEE				
1	FINANCE COMMITTEE	07/28/2025	RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED) - REPORT OF OFFICER			Pass
	Action Text:	A motion was made by Vidaver, seconded by Govindarajan, to RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED) - REPORT OF OFFICER. The motion passed by voice vote/other.				

Text of Legislative File 89041

Title

SUBSTITUTE: Mid-Year Appropriation Resolution amending the 2025 Adopted Operating Budget by taking the following actions: appropriating $2.3 million in general fund balance, appropriating $30,128 in library fund balance, appropriating $253,185 in Public Health fund balance, making transfers within agency budgets based on projected spending through the 2nd quarter of 2025, and appropriating revenues and making other adjustments in non-general fund agencies; and amending the 2025 Adopted Capital Budget by taking the following actions: updating project descriptions for approved capital projects, appropriating funding from non-borrowing sources, updating TID proceeds and borrowing based on recently adopted amendments to TID project plans, authorizing transfers of borrowing across projects, and removing excess borrowing.

Fiscal Note

The proposed resolution amends the 2025 adopted operating budget to appropriate $2.3 million in general fund balance to meet projected costs within the allowable maximum amount to continue qualifying for a payment under the State's Expenditure Restraint Incentive Program (ERIP), increase budget authority from non-levy sources for various agencies, and make other technical adjustments within various agency budgets. The resolution also amends various capital budget projects based on available funding sources and borrowing. The amounts proposed in the mid-year appropriation resolution are based on budget projections using actual expenditure data from January through May 2025.

Expenditure Restraint Incentive Program (ERIP) and General Fund Balance

Under the State of Wisconsin Expenditure Restraint Incentive Program (ERIP), the City must limit the growth in its General Fund budget over the prior year, excluding debt service, to rate of inflation plus 60% of the net new construction factor in order to qualify for a state aid payment of approximately $7 million. In 2025, the remaining expenditure capacity under ERIP is $2.3 million. The mid-year resolution appropriates $0.3 million in General Fund unassigned balance for carryforward encumbrances, as described in the following section, and an additional $2.0 million to various agencies to make technical adjustments and address projected deficits. This appropriation will increase the 2025 budget the maximum allowable level to continue qualifying for an ERIP payment and increase the base amount for establishing the maximum allowable 2026 budget amount to continue qualifying for an ERIP amount.

The General Fund unassigned balance has sufficient funding to support this additional appropriation. As of December 31, 2024, General Fund unassigned balance was $110.6 million, which is 27 percent of the 2025 General Fund budget (city policy goal is to have a general fund balance of at least 15 percent of the subsequent year budget).

Carryforward Encumbrances
The 2025 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 2024 for the General Fund is $702,880. The resolution transfers centrally budgeted funds and appropriates general fund balance ($302,880) to agency budgets for carry forward encumbrances.

The total amount carried forward from 2024 for Library totals $30,128. The resolution transfers budget from the Library fund balance for carry forward encumbrances.

The total amount carried forward from 2024 for Public Health totals $253,185. The resolution transfers budget from Public Health's fund balance for carry forward encumbrances.

Intra-Agency Transfers
The resolution authorizes $273,500 in transfers across major expenditure categories within General Fund agency budgets and $200,000 in transfers across major expenditure categories within the Fleet budget to cover projected deficits. These transfers are net neutral across the 2025 adopted budget.

Other Appropriations and Agency Revenue Adjustments
The resolution increases the budget authority in multiple agency budgets due to projected increases in non-levy sources, including agency revenues, grants, and federal sources. Proposed increases include:

General Fund:

- Traffic Engineering: Adds $16,000 in agency revenues and supplies for a grant awarded to purchase crossing guard stop paddles. Funding was originally appropriated in the 2024 mid-year appropriation resolution (RES-24-00514) but not expended and needs to be reauthorized.

Other Funds:

- CDA Fund: Appropriate $7.6 million in federal revenues and increase associated expenses for administering Section 8 Housing Vouchers based on current trends and anticipated federal reimbursement
- CDBG Fund: Reauthorize $4.8 million in federal HOME funds that were approved in the 2024 budget and were not carried forward in the 2025 budget to support the Triangle Redevelopment project; and authorize an additional $7,621 in HOME-ARP revenues and expenses based on the final award amount from the U.S. Department of Housing and Urban Development
- Grant Fund (Fire): Appropriate $37,000 from a lapsed State HAZMAT grant for additional personnel and non-personnel expenses in the Fire Department budget
- Golf Enterprise: Increase agency revenues and expenses by $800,562 based on higher than budgeted activity
- Public Health: ~~Appropriate~~ Transfer $118,000 ~~in County revenues~~ from salaries to purchased services for the Saving our Babies project ($50,000) and Tenant Capacity Building (68,000); County funding was planned for 2025 and unintentionally omitted from the City budget document. As this amount was not funded through the County levy, an intra-departmental transfer is needed. Public Health is projecting to have sufficient salary savings to cover the cost. Salaries are a joint cost between the City and County, but the purchased service contract will be for county-only activities.

Capital Budget: Multiple Projects
The proposed resolution amends the adopted 2025 capital budget by updating project descriptions for approved capital projects, appropriating non-general obligation funding sources and related expenditures, updating funding sources based on recently adopted amendments to TID project plans, authorizing transfers of borrowing across projects, and removing excess funding. The proposed changes reflect current 2025 scope and schedule adjustments.

- Library: The 2025 Adopted Budget included $250,000 for Central Library Improvements (project # 17036). This funding was originally added to the capital improvement plan in 2024 through Finance Committee Amendment #9, which specified funding in 2025 would be used for pre-design and scoping for recommendations to refresh Central Library. Library staff have identified more immediate capital needs at Central Library. The resolution would authorize changing the project description approved by the Finance Committee amendment. There is no change to the total funding amount.
- Economic Development Division/ Parks: In 2024, RES-24-00357 amended the EDD budget to add $2.0 million in general fund (GF) general obligation (GO) borrowing for the Breese Stevens Field Improvements project. The resolution also directed City staff to pursue an amendment to the TID #36 Project Plan to utilize TID increment in lieu of GF GO borrowing. In March 2025, RES-25-00167 approved an amendment to the project plan for TID #36 and authorized $1.0 million in TID #36 proceeds for this project. This resolution would cancel the $2.0 million in GF GO approved in EDD's budget and appropriate $1.0 million in TID proceeds in the Parks budget.
- ~~Engineering - Major Streets: Park Street, South (Project # 11133) included $1,192,000 in stormwater utility supported GO borrowing $2,200,000 in sewer revenue bonds. In July 2025, RES-25-00411 approved an amendment to the project plan for TID #48 that approved the use of $1,192,000 in TID-supported GO borrowing for the project. This resolution would remove stormwater- GO borrowing $1,192,000 in sewer revenue bonds and appropriate TIF-GO borrowing for the project.~~
- Parks: The Yahara Hills Culvert Replacement project is a minor project under the Park Land Improvements program. Parks originally allocated $25,000 in GF GO borrowing for this minor project. As a golf facility, the project should be funded through golf funds. The resolution would amend the budget and appropriate $25,000 in Golf Reserves for the project. Parks will transfer the existing GF GO Borrowing to another eligible project within the major Park Land Improvement program. The resolution will not change the total borrowing for the project.
- Traffic Engineering: The City received a grant in mid-2024 to support improvements to the City's automated bicycle counter (RES-24-00445). The federal grant funds were unintentionally omitted from the 2025 adopted budget due to the timing of the grant notification. This resolution would appropriate $132,000 in federal revenue and commensurate expenditure authority in project 14700 - 2024 Pedestrian Bicycle Counters.

Body
WHEREAS, multiple general fund agencies have incurred $702,880 in expenses from carryforward encumbrances for contracts and services that span multiple years; and,

WHEREAS, the 2025 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, general fund balance is available to cover the cost of the remaining $302,880 in

carryforward encumbrances; and,

WHEREAS, Library has a carryforward encumbrance of $30,128 in its sub-fund for private donations and has sufficient fund balance to cover this expense; and

WHEREAS, Public Health has a carryforward encumbrance of $253,185 and has sufficient fund balance to cover this expense; and

WHEREAS, the following agencies are projecting deficits or need a technical adjustment to their budget that cannot be accommodated with an intra-agency transfer:

- Civil Rights: Projecting a deficit of $45,000 in purchased services for translation and interpretation services
- Clerk: Projecting a deficit of $311,000 in salaries ($53,400) and benefits ($38,600) for staffing costs including extending a limited term position and temporarily reclassifying permanent positions; supplies ($60,900) for costs related to an additional special election; and purchased services ($158,100) for software costs related to operating the Bluecrest absentee ballot mailing system
- Finance: Reducing the Finance inter-departmental billing to Water Utility by $168,700 due to a technical adjustment to the cost allocation plan
- Mayor: Projecting a deficit in purchased services for software ($42,200) due to federal grant funds no longer being available to pay for software costs, and for consulting services ($17,800) from The Welch Group due to the approved contract (RES-25-00141) being higher than the amount budgeted in direct appropriations
- Metro: Projecting a $4 million deficit due to revenues estimated to be under budget by approximately $2 million and expenses estimated to be higher than budget by $2 million. Metro and the Finance Department will continue to monitor projections throughout the year. The mid-year resolution proposes increasing the general fund subsidy to Metro by $1.4 million to support purchased services costs; and,

WHEREAS, the General Fund unassigned balance is available to cover the increased expenses; 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, Traffic Engineering was awarded a $16,000 grant in 2024 to purchase crossing guard stop paddles. Funding was not expended in 2024 and needs to be reauthorized in 2025; and,

WHEREAS, CDA Housing anticipates an additional $7.6 million in Section 8 Housing Voucher expenses and revenues based on trends from the first half of 2025; and,

WHEREAS, legislative file 76395 (RES-23-00192) authorized the acceptance of $5,076,197 of supplemental HOME Investment Partnerships Program grant funds from the U.S. Department of Housing and Urban Development (HUD) made available through the American Rescue Plan Act (HOME-ARP). These these funds were appropriated within the Community Development Division's 2023 Adopted Budget within the CDBG Fund (Munis project #72921) and reauthorized in the 2024 and 2025 Adopted Budgets. In April of this year, HUD informed the City that the original award amount should have been $5,083,818, which is $7,621 greater than the amount authorized in the budget; and,

WHEREAS, legislative file 85820 (RES-24-00691) authorized a $10.0 million loan to the Madison Revitalization and Community Development Corporation (MRCDC) to support Phase 1 of the Triangle Redevelopment project. $4.8 million of the $10.0 million was to be funded by federal HOME funds available in the Community Development Division's 2024 Adopted Budget within the CDBG Fund. These HOME funds were not appropriated in the 2025 Adopted Operating Budget due to the timing of the loan resolution; and

WHEREAS, the Fire Department receives an annual State HAZMAT grant for personnel and non-personnel expenses. This grant was not fully expended in prior years. Approximately $122,000 in lapsed grant funding has accrued in fund balance. The Fire Department has identified an additional $37,000 in eligible HAZMAT costs for 2025 and needs to reappropriate grant funds for this purpose; and,

WHEREAS, the Golf enterprise is anticipating higher than budgeted revenues from greens fees and facility rentals, and projects higher associated expenses for personnel, supplies, and purchased services; and,

WHEREAS, the Public Health budget includes various County-funded initiatives, including $50,000 for the Saving Our Babies project and $68,000 for Tenant Capacity Building. These county-funded initiatives were planned for 2025 but unintentionally omitted from the City budget document~~, and funding and expenses need to be reappropriated through the mid-year resolution~~ and final County levy calculation. Public Health has sufficient salary savings to fund the contracts through an intra-departmental transfer, without the need to appropriate additional funds; and,

WHEREAS, the Library's Central Library Improvement project specified $250,000 would be used for pre-design and scoping for recommendations to refresh Central Library. Library staff have identified more immediate capital needs at Central Library and wish to utilize the pre-design and scoping funds for other purposes; and,

WHEREAS, in 2024, RES-24-00357 amended the EDD budget to add $2.0 million in GF GO borrowing for the Breese Stevens Field Improvements project and directed staff to pursue an amendment to the TID #36 project plan to use TID proceeds in lieu of borrowing. The TID #36 project plan amendment was approved in March 2025 (RES-25-00167) and authorized $1.0 million in TID #36 proceeds in the Parks division; and,

~~WHEREAS, the Engineering - Major Streets budget included $1,192,000 in stormwater utility supported GO borrowing for Park Street, South (Project # 11133). In July 2025, RES-25-00411 approved an amendment to the project plan for TID #48 that approved the use of TID-supported GO borrowing for the project; and,~~

WHEREAS, golf assets should be funded by the Golf Utility rather than the general fund Parks budget. The Yahara Hills Culvert Replacement project, a minor project in the Park Land Improvement program, included $25,000 in GF GO borrowing, which should be changed to Golf Reserves; and,

WHEREAS, Traffic Engineering received $132,000 in federal grant funds (RES-24-00445) to support improvements to the City's automated bicycle counter, but the funds were not appropriated in the 2025 budget.

NOW THEREFORE BE IT RESOLVED, the Common Council amends the 2025 Adopted

Operating Budget by transferring $400,000 from Direct Appropriations and appropriating $302,880 from general fund balance to the following agency budgets for encumbrances that were carried forward from 2024:

- Clerk: $3,508
- Community Development Division: $1,080
- Direct Appropriations (funding for citywide compensation study): $167,026
- Economic Development Division: $200,000
- Engineering: $3,673
- Fire: $30,337
- Human Resources: $16,650
- Information Technology: $171,386
- Office of the Independent Monitor: $6,200
- Parks: $10,075
- Planning: $57,524
- Police: $11,648
- Traffic Engineering: $23,772: and,

BE IT FURTHER RESOLVED, the Common Council amends the 2025 Adopted Operating Budget by transferring $30,128 from Library's fund balance for carry forward encumbrances within that agency; and,

BE IT FURTHER RESOLVED, the Common Council amends the 2025 Adopted Operating Budget by transferring $235,185 from Public Health fund balance for carry forward encumbrances within that agency; and,

BE IT FURTHER RESOLVED, the Common Council amends the 2024 adopted operating budget by appropriating $2.3 million from General Fund unassigned balance to the following agencies:

- Civil Rights: Provide $45,000 in purchased services for interpretation services
- Clerk: Provide $311,000 in salaries ($53k), benefits ($39k), supplies ($61k) and purchased services ($158k)
- Finance: Reduce inter-departmental billings to Water Utility by $168,700 and make corresponding change to Water Utility's inter-departmental charges; provide $168,700 to offset the reduction in billings
- Mayor: Provide $60,000 in purchased services for software ($42,200) and consulting costs ($17,800)
- Metro: Increase the general fund subsidy to Metro by $1,412,420 and increase Metro's purchased service budget for ongoing operational costs; and,

BE IT FURTHER RESOLVED, the Common Council amends the 2025 adopted operating budget to authorize the following transfers to expenditure categories within agencies:

General Fund

- Assessor: Transfer $35,000 from salaries to purchased services for increased expenses for consulting services for modeling
- Building Inspection: Transfer $10,000 from supplies to purchased services for legal services
- Common Council: Transfer $10,000 from benefits to salaries to align budget lines with actual spending
- Engineering: Transfer $128,500 from salaries to supplies ($107,500) and purchased

services ($21,000) for facility maintenance costs
- Economic Development Division: Transfer $15,000 from salaries to purchased services for subscription fees
- Finance: Transfer $10,000 from purchased services to supplies for postage fees
- Fire: Transfer $65,000 from purchased services to supplies for a CARES van that was ordered in 2024 and received in 2025

Other Funds
- Fleet Service: Transfer $200,000 from supplies to purchased services for vehicle repairs and maintenance
- Public Health: Transfer $118,000 from salaries to purchased services for the Saving our Babies project ($50,000) and Tenant Capacity Building (68,000)

BE IT FURTHER RESOLVED, the Common Council amends the 2025 adopted operating budget to appropriate funds and increase budget authority to pay for expenses that are supported by non-levy revenue sources:

General Fund:
- Traffic Engineering: Add $16,000 in agency revenues and supplies crossing guard stop paddles funded through a grant

Other Funds:
- CDA Fund: Appropriate $7.6 million in federal revenues and increase associated expenses for administering Section 8 Housing Vouchers based on current trends and anticipated federal reimbursement
- CDBG Fund: Reauthorize $4.8 million in federal HOME funds that were approved in the 2024 budget and were not carried forward in the 2025 budget; and authorize an additional $7,621 in HOME-ARP revenues and expenses based on the final award amount from HUD
- Grant Fund (Fire): Appropriate $37,000 from a lapsed HAZMAT grant for additional personnel and non-personnel expenses related to the HAZMAT grant in the Fire Department budget
- Golf Enterprise: Increase agency revenues and expenses by $800,562 based on higher than budgeted activity and increase salaries ($466,598), benefits ($178,964), supplies ($105,000), and purchased services ($50,000)
- ~~Public Health: Appropriate $118,000 in County revenues for the Saving our Babies project ($50,000) and Tenant Capacity Building (68,000); County funding was planned for 2025 and unintentionally omitted from the City budget document~~

BE IT FURTHER RESOLVED, the description for the Central Library Improvements project is updated to expand the scope of work and allow the Library director to address other capital needs at Central Library, including replacing a chiller and related electrical work, air ionizers, repurposing of the media lab space, refreshing the baby play area if funding is available, and other minor projects at the director's discretion; and,

BE IT FURTHER RESOLVED, the $2.0 million in GF GO borrowing in EDD for Breese Stevens improvements (approved via RES-25-00167) is cancelled and $1.0 million in TID #36 proceeds is appropriated in the Parks division budget, consistent with the TID #36 project plan amendment adopted via RES-25-00167; and,

~~BE IT FURTHER RESOLVED, the Engineering - Major Streets budget is amended to remove~~

~~$1,192,000 in stormwater utility support GO for Park Street, South (Project # 11133) and appropriate $1,192,000 of TID #48 borrowing for the same project, consistent with the TID #38 project plan amendment adopted via RES-25-00411; and,~~

BE IT FURTHER RESOLVED, the Parks budget is amended to appropriate $25,000 in golf reserves for the Yahara Hills Culvert replacement project, and the $25,000 in GF GO borrowing originally allocated to the project will be transferred to another eligible Parks project within the Park Land Improvements program; and,

BE IT FINALLY RESOLVED, Traffic Engineering's capital budget is amended to appropriate $132,000 in federal revenue and commensurate expenditure authority in project 14700 - 2024 Pedestrian Bicycle Counters.

2025 MID YEAR BUDGET OUTLOOK

PRESENTATION TO THE FINANCE COMMITTEE

JULY 28, 2025

OUTLINE

- Mid-Year Projections
  - 2025 General Fund Projection
  - GF Agency Highlights
  - Enterprise Agency highlights
- Review of the Midyear Appropriation

2025 PROJECTION: GENERAL FUND ONLY

	2024 Adopted Budget			
	Adopted Budget	Revised Budget	Mid Year Projection	Difference (mid year proj. – revised)
General Fund Revenue	($114,382,836)	($114,456,820)	($124,110,718)	($9,653,898)
Property Taxes	($295,925,425)	($295,925,425)	($295,925,425)	$0
Total Revenues	($410,308,261)	($410,382,245)	($420,036,143)	($9,653,898)
Agency Revenues	($13,238,061)	($13,488,727)	($13,250,659)	$238,068
Expenditures	$445,721,220	$446,778,878	$438,153,362	($8,625,516)
Total Expenses	$432,483,159	$433,290,151	$424,902,703	($8,387,448)
Projected (Excess)/ Deficit			($18,041,346)	

Note: Total expenses $8.4m lower than budgeted. The contingent reserve ($2.1m) and compensated absence escrow ($4.3m), are centrally budgeted and projected at $0. The year end appropriation will reallocate funds once needs are known.

GENERAL FUND HIGHLIGHTS

Revenues

- Total General Fund revenues are projecting $9.7 million above budget
- Interest and mark-to-market adjustment projected to be $8.0 million above budget ($4.0 million increase each) due to projected interest rates
- Ambulance charges estimated $1.7m above budget due to Medicaid billings

Expenses

- Total General Fund expenses are projecting $7.9 million below budget
- Majority of underspending in direct appropriations for centrally budgeted funds. Compensated absence escrow ($4.3 million) and contingent reserve ($2.1 million) are projected at $0, funds may be transferred to agencies at year-end based on needs
- Agency-underspending totals $1.3 million. Underspending is primarily in purchased services ($1.1 million) related to community agency contracts, pre-paid software, and timing of multi-year contracts

HIGHLIGHTS: VACANCY RATES

Average Monthly Vacancy Rate
January through May 2025

Agency	Vacancy Rate	Agency	Vacancy Rate
Assessor	8.5%	Information Technology	9.5%
Attorney	2.3%	Library	2.7%
Building Inspection	4.4%	Mayor	0.0%
CDA Housing Operations	12.6%	Metro Transit	6.5%
CDA Redevelopment	50.0%	Monona Terrace Comm Conv Ctr	11.4%
Civil Rights	2.8%	Municipal Court	0.0%
Clerk	1.8%	Office Of Independent Monitor	4.6%
Common Council	0.0%	Parking	13.6%
Community Development	15.8%	Parks	7.1%
Economic Development	2.0%	PCED Office Of Director	20.0%
Employee Assistance	0.0%	Planning	2.6%
Engineering	5.7%	Police	1.6%
Finance	6.7%	Streets	4.7%
Fire	11.0%	Traffic Engineering	11.7%
Fleet Services	8.9%	Transportation	20.0%
Golf Courses	14.3%	Water	6.1%
Human Resources	10.0%		
		Citywide	**6.5%**

Total vacancy rate ~1% less that 2024 during same time period.

Summary Table by Agency: Public Safety

Agency	Adopted Budget	Revised Budget	Year End Projection	Difference	Comments
Fire	$74,931,653	$74,961,990	$74,934,377	$27,613	Fire is projected to be at budget, including retiree sick leave payouts ($974,100) • Salaries are projected $78,000 over budget; Non-permanent wages (e.g. overtime, comp absence, workers comp) projected $374,300 over budget, lower than historic OT trends due to recruits and paramedics fully in field • Perm wages lower than budget due to retirements and attrition
Police	$96,131,038	$96,142,686	$96,841,853	-$699,166	Police is projected to be over budget due to retiree sick leave payouts ($900,000) • Salaries project at budget, including higher salary savings and 1% budget efficiency • Non-permanent wages (e.g. overtime, comp absence, workers comp) projected $980,700 over budget, partially offset by special duty revenues and lower perm wages • $130,000 underspending in non-personnel, largely reflecting lower donations for K-9 and mounted
Independent Monitor	$399,764	$405,964	$363,221	$42,742	Projected surplus due to underspending in legal services

Summary Table by Agency: Administration

General Fund Only

Agency	Adopted Budget	Revised Budget	Mid Year Projection	Difference	Comments
Assessor	$3,772,896	$3,772,896	$3,563,357	$209,538	Projected surplus due to salary savings
Attorney	$3,191,310	$3,191,310	$3,034,880	$156,430	Projected surplus due to salary savings
Civil Rights	$2,676,900	$2,676,900	$2,751,082	-$74,182	Projected deficit due to higher interpretation costs and salary & benefit costs
Clerk	$2,657,481	$2,660,990	$2,969,743	-$308,753	Projected deficit due to higher salary & benefit costs; supply costs for special election; purchased services costs for absentee ballot mailing software
EAP	$489,372	$489,372	$520,433	-$31,060	Projected deficit due to position reclassifications and updated salary and benefit costs
Finance	$6,090,584	$6,090,584	$5,998,085	$92,499	Projected surplus due to salary savings and underspending in purchased services
HR	$2,275,002	$2,291,651	$2,285,684	$5,967	Projected underspending in purchased services
IT	$10,981,261	$11,152,646	$10,428,581	$724,066	Projected surplus due to salary savings and underspending in purchased services due to timing of pre-paid software contracts

Summary Table by Agency: Administration & General Government

General Fund Only

Agency	Adopted Budget	Revised Budget	Mid Year Projection	Difference	Comments
Common Council	$1,177,689	$1,177,689	$1,095,244	$82,445	Projected surplus due to benefit savings and underspending in non-personnel accounts
Mayor	$1,481,156	$1,481,156	$1,521,882	-$40,726	Projected deficit due to consulting and software costs
Municipal Court	$378,660	$378,660	$327,918	$50,742	Projected surplus due to security and collection services savings

Summary Table by Agency: Public Facilities

Library Fund Only

Agency	Adopted Budget	Revised Budget	Year End Projection	Difference	Comment
Library	$22,174,898	$22,205,026	$21,690,049	$514,978	Projected surplus due to underspending in non-personnel items and removing fund balance placeholder added during budget development

Summary Table by Agency: Planning & Development

General Fund Only

Agency	Adopted Budget	Revised Budget	Mid Year Projection	Difference	Comments
Building Inspection	$5,896,003	$5,896,003	$5,766,929	$129,074	Projected surplus due to salary savings
CDD	$17,980,040	$17,981,120	$17,645,212	$335,908	Projected surplus due to underspending in purchased services, primarily for child care tuition assistance and other community agency contracts
EDD	$2,614,358	$2,814,358	$2,715,730	$98,627	Projected surplus due to salary savings
PCED – OD	$720,448	$720,448	$608,899	$111,550	Projected surplus due to salary savings and underspending in purchased services
Planning	$4,007,073	$4,064,597	$3,989,977	$74,620	Projected surplus due to salary savings and underspending in purchased services

Summary Table by Agency: Public Works

General Fund Only

Agency	Adopted Budget	Revised Budget	Year End Projection	Difference	Comments
Engineering	$6,061,661	$6,065,334	$5,686,987	$378,347	Projected surplus due to salary savings
Streets	$28,844,578	$28,844,578	$29,177,403	-$332,826	Projected deficit based on increased salary savings rate and budget efficiency
Parks	$17,257,403	$17,267,478	$17,006,203	$261,275	Projected surplus primarily due to salary savings, with some underspending in non-personnel accounts

Summary Table by Agency: Transportation

General Fund Only

Agency	Adopted Budget	Revised Budget	Year End Projection	Difference	Comments
Transportation	$653,974	$653,974	$628,349	$25,624	Projected surplus due to salary savings
Traffic Engineering	$10,492,411	$10,516,183	$10,560,813	-$44,630	Projected deficit due to lower than budgeted agency revenues

NON-GENERAL FUND PROJECTION HIGHLIGHTS

- **Fleet Services:** Projecting $200,000 over budget in purchased services due to vehicle repairs and maintenance costs, offset by projected surplus in supplies for lower than budgeted fuel costs.
- **Golf :** Projecting additional $800,560 in revenue from facility rentals and greens fees, offset by higher expenses.
- **Metro:** Projecting $4 million deficit due to updated revenue estimates and higher than budgeted expenses. Revenue adjustments reflect charge revenues based on 2025 trends, anticipated partner contracts, and updated local revenues. Expenses factor in higher than budgeted overtime and purchased services.
- **Monona Terrace:** Projecting surplus of $125,900 due to slightly higher than projected revenues and underspending in personnel and non-personnel categories
- **Parking Utility:** Projected surplus of $424,200 due to higher than budgeted revenues and lower expenses; Parking is not expected to utilize the $2.6m in fund balance included in the 2025 budget.
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- **Sewer:** Projecting overall surplus of $2.0 million, primarily driven by loser than budgeted expenses for MMSD charges ($1.7 million), in addition to personnel savings
- **Stormwater**: Projecting overall surplus of $716,200; both revenues and expenses projected lower than budget
- **Water:** Projecting overall surplus of $1.5 million, primarily due to lower than budgeted purchased service expenses

MIDYEAR RESOLUTION

PRIMARY COMPONENTS OF MID YEAR RESOLUTION

1.	Increase General Fund Appropriations by $2.3 million to address projected deficits and qualify for future state aid payments under the Expenditure Restraint Incentive Program (ERIP)
2.	Transfer funds and appropriate fund balance for carryforward encumbrances for contracts that span multiple years.
3.	Make intra- and inter-departmental transfers to cover deficits in various major expenditure categories
4.	Make other adjustments to non-general fund agencies based on revenue and expense projections
5.	Change funding sources and increase budget authority for various projects.

EXPENDITURE RESTRAINT INCENTIVE PROGRAM (ERIP)

What is the Expenditure Restraint Incentive Program (ERIP)?

- ERIP is a state program that limits growth in the City's General Fund budget over the prior year, excluding debt service, to rate of inflation plus 60% of the net new construction factor
- Compliance with program allows City to qualify for State aid payment of approximately $7 million

Actions proposed in mid-year appropriation

- In 2025, Madison has an additional $2.3 million in expenditure "room" in 2025 – this means we can increase expenditures by $2.3 million and remain eligible for our State Aid payment
- Appropriating general fund balance in 2025 to maximize expenditure capacity will help balance the 2026 budget by lifting the base budget used to calculate future ERIP payments and reduce the projected revenue surplus
- Additional actions will be taken at year-end to transfer underspending to other funds to address projected deficits and reduce debt in the 2026 budget

1. INCREASE GENERAL FUND APPROPRIATIONS BY $2.3 MILLION

Appropriate $2.3 million to the following agencies

- **Carryforward Encumbrances:** Provide $302,880 to various agencies for carryforward encumbrances (see next slide)
- **Civil Rights**: Provide $45,000 in purchased services for interpretation services
- **Clerk**: Provide $311,000 in salaries ($53k), benefits ($39k), supplies ($61k) and purchased services ($158k)
- **Finance**: Reduce inter-departmental billings to Water Utility by $168,700 and make corresponding change to Water Utility's inter-departmental charges; provide $168,700 to offset the reduction in billings
- **Mayor**: Provide $60,000 in purchased services for software ($42,200) and consulting costs ($17,800)
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2. 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

- $702,880 in carryforward encumbrances from multiple General Fund agencies
- Major items include $200,000 in EDD for economic development strategy consultant, $171,386 in IT for consulting services for HRM, $167,026 in Direct Appropriations for citywide compensation study
- $400,000 budgeted in direct appropriations
- $302,880 appropriated from fund balance

Library Fund

- $30,128 in carry forward encumbrances
- The Library has sufficient fund balance in its subfund for private donations to cover this expense

Public Health

- $235,185 in carryforward encumbrances
- PHMDC has sufficient fund balance to cover this expense

3. INTRA-AGENCY TRANSFERS: GENERAL FUND

General Fund

- **Assessor**: Transfer $35,000 from salaries to purchased services for increased expenses for consulting services for modeling
- **Building Inspection**: Transfer $10,000 from supplies to purchased services for legal services
- **Common Council**: Transfer $10,000 from benefits to salaries to align budget lines with actual spending
- **Engineering**: Transfer $128,500 from salaries to supplies ($107,500) and purchased services ($21,000) for facility maintenance costs
- **Economic Development Division**: Transfer $15,000 from salaries to purchased services for subscription fees
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- **Fire**: Transfer $65,000 from purchased services to supplies for a CARES van that was ordered in 2024 and received in 2025

Other Funds

- **Fleet Service**: Transfer $200,000 from supplies to purchased services for vehicle repairs and maintenance

4. INCREASE BUDGET AUTHORITY: OTHER FUNDS

- **General Fund (Traffic Engineering):** Add $16,000 in agency revenues and supplies crossing guard stop paddles funded through a grant
- **CDA Fund:** Appropriate $7.6 million in federal revenues and increase associated expenses for administering Section 8 Housing Vouchers based on current trends and anticipated federal reimbursement
- **CDBG Fund:** Reauthorize $4.8 million in federal HOME funds that were approved in the 2024 budget and were not carried forward in the 2025 budget; and authorize an additional $7,621 in HOME-ARP revenues and expenses based on the final award amount from HUD
- **Grant Fund (Fire):** Appropriate $37,000 from a lapsed HAZMAT grant for additional personnel and non-personnel expenses related to the HAZMAT grant in the Fire Department budget
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- **Public Health:** Appropriate $118,000 in County revenues for the Saving our Babies project ($50,000) and Tenant Capacity Building (68,000)

5. CAPITAL BUDGET TRANSFERS AND ADJUSTMENTS

The following capital budget amendments update project descriptions, change funding sources based on updated TID project plans, and appropriate non-GF GO funding sources for various projects. The changes do not increase borrowing.

Capital Budget	Short Description
Library	Update scope and project description for Central Library Improvements
EDD/ Parks	Cancel $2.0 million in GF GO Borrowing in EDD related to Breese Stevens improvements; appropriate $1.0 million in TID 36 proceeds in Parks for the same project
Engineering Major Streets	Change funding source for Park St, South from sewer revenue bondsto TID 48 supported borrowing
Parks	Appropriate $25,000 in Golf Reserves for Yahara Hills Culvert replacement and allow Parks to transfer existing GO to other projects within Park Land Improvements program
Traffic Engineering	Appropriate $132,000 in federal revenues from a grant for bicycle counter improvements

2025 MID YEAR BUDGET OUTLOOK

PRESENTATION TO THE FINANCE COMMITTEE

JULY 28, 2025

Version 2 – updated 7/28 to make corrections to the summary table on slide 3 and minor corrections on other slides.

OUTLINE

- Mid-Year Projections
  - 2025 General Fund Projection
  - GF Agency Highlights
  - Enterprise Agency highlights
- Review of the Midyear Appropriation

2025 PROJECTION: GENERAL FUND ONLY

	2025 Adopted Budget			
	Adopted Budget	Revised Budget	Mid Year Projection	Difference (mid year proj. – revised)
General Fund Revenue	($114,382,836)	($114,456,820)	($124,110,718)	($9,653,898)
Property Taxes	($295,925,425)	($295,925,425)	($295,925,425)	$0
Total Revenues	($410,308,261)	($410,382,245)	($420,036,143)	($9,653,898)
Agency Revenues	($10,648,343)	($10,609,343)	($10,340,357)	$268,986
Expenditures	$420,956,603	$421,694,467	$413,553,011	($8,141,456)
Total Expenses	$410,308,260	$411,085,124	$403,212,654	($7,872,470)
Projected (Excess)/ Deficit			($17,526,368)	

Note: Total expenses $7.9m lower than budgeted. The contingent reserve ($2.1m) and compensated absence escrow ($4.3m), are centrally budgeted and projected at $0. The year end appropriation will reallocate funds once needs are known.

GENERAL FUND HIGHLIGHTS

Revenues

- Total General Fund revenues are projecting $9.7 million above budget
- Interest and mark-to-market adjustment projected to be $8.0 million above budget ($4.0 million increase each) due to projected interest rates
- Ambulance charges estimated $1.7m above budget due to Medicaid billings

Expenses

- Total General Fund expenses are projecting $7.9 million below budget
- Majority of underspending in direct appropriations for centrally budgeted funds. Compensated absence escrow ($4.3 million) and contingent reserve ($2.1 million) are projected at $0, funds may be transferred to agencies at year-end based on needs
- Agency-underspending totals $1.3 million. Underspending is primarily in purchased services ($1.1 million) related to community agency contracts, pre-paid software, and timing of multi-year contracts

HIGHLIGHTS: VACANCY RATES

Average Monthly Vacancy Rate
January through May 2025

Agency	Vacancy Rate	Agency	Vacancy Rate
Assessor	8.5%	Information Technology	9.5%
Attorney	2.3%	Library	2.7%
Building Inspection	4.4%	Mayor	0.0%
CDA Housing Operations	12.6%	Metro Transit	6.5%
CDA Redevelopment	50.0%	Monona Terrace Comm Conv Ctr	11.4%
Civil Rights	2.8%	Municipal Court	0.0%
Clerk	1.8%	Office Of Independent Monitor	4.6%
Common Council	0.0%	Parking	13.6%
Community Development	15.8%	Parks	7.1%
Economic Development	2.0%	PCED Office Of Director	20.0%
Employee Assistance	0.0%	Planning	2.6%
Engineering	5.7%	Police	1.6%
Finance	6.7%	Streets	4.7%
Fire	11.0%	Traffic Engineering	11.7%
Fleet Services	8.9%	Transportation	20.0%
Golf Courses	14.3%	Water	6.1%
Human Resources	10.0%		
		Citywide	**6.5%**

Total vacancy rate ~1% less that 2024 during same time period.

Summary Table by Agency: Public Safety

Agency	Adopted Budget	Revised Budget	Year End Projection	Difference	Comments
Fire	$74,931,653	$74,961,990	$74,934,377	$27,613	Fire is projected to be at budget, including retiree sick leave payouts ($974,100) • Salaries are projected $78,000 over budget; Non-permanent wages (e.g. overtime, comp absence, workers comp) projected $374,300 over budget, lower than historic OT trends due to recruits and paramedics fully in field • Perm wages lower than budget due to retirements and attrition
Police	$96,131,038	$96,142,686	$96,841,853	-$699,166	Police is projected to be over budget due to retiree sick leave payouts ($900,000) • Salaries project at budget, including higher salary savings and 1% budget efficiency • Non-permanent wages (e.g. overtime, comp absence, workers comp) projected $980,700 over budget, partially offset by special duty revenues and lower perm wages • $130,000 underspending in non-personnel, largely reflecting lower donations for K-9 and mounted
Independent Monitor	$399,764	$405,964	$363,221	$42,742	Projected surplus due to underspending in legal services

Summary Table by Agency: Administration

General Fund Only

Agency	Adopted Budget	Revised Budget	Mid Year Projection	Difference	Comments
Assessor	$3,772,896	$3,772,896	$3,563,357	$209,538	Projected surplus due to salary savings
Attorney	$3,191,310	$3,191,310	$3,034,880	$156,430	Projected surplus due to salary savings
Civil Rights	$2,676,900	$2,676,900	$2,751,082	-$74,182	Projected deficit due to higher interpretation costs and salary & benefit costs
Clerk	$2,657,481	$2,660,990	$2,969,743	-$308,753	Projected deficit due to higher salary & benefit costs; supply costs for special election; purchased services costs for absentee ballot mailing software
EAP	$489,372	$489,372	$520,433	-$31,060	Projected deficit due to position reclassifications and updated salary and benefit costs
Finance	$6,090,584	$6,090,584	$5,998,085	$92,499	Projected surplus due to salary savings and underspending in purchased services
HR	$2,275,002	$2,291,651	$2,285,684	$5,967	Projected underspending in purchased services
IT	$10,981,261	$11,152,646	$10,428,581	$724,066	Projected surplus due to salary savings and underspending in purchased services due to timing of pre-paid software contracts

Summary Table by Agency: General Government

General Fund Only

Agency	Adopted Budget	Revised Budget	Mid Year Projection	Difference	Comments
Common Council	$1,177,689	$1,177,689	$1,095,244	$82,445	Projected surplus due to benefit savings and underspending in non-personnel accounts
Mayor	$1,481,156	$1,481,156	$1,521,882	-$40,726	Projected deficit due to consulting and software costs
Municipal Court	$378,660	$378,660	$327,918	$50,742	Projected surplus due to security and collection services savings

Summary Table by Agency: Public Facilities

Library Fund Only

Agency	Adopted Budget	Revised Budget	Year End Projection	Difference	Comment
Library	$22,174,898	$22,205,026	$21,690,049	$514,978	Projected surplus due to underspending in non-personnel items and removing fund balance placeholder added during budget development

Summary Table by Agency: Planning & Development

General Fund Only

Agency	Adopted Budget	Revised Budget	Mid Year Projection	Difference	Comments
Building Inspection	$5,896,003	$5,896,003	$5,766,929	$129,074	Projected surplus due to salary savings
CDD	$17,980,040	$17,981,120	$17,645,212	$335,908	Projected surplus due to underspending in purchased services, primarily for child care tuition assistance and other community agency contracts
EDD	$2,614,358	$2,814,358	$2,715,730	$98,627	Projected surplus due to salary savings
PCED – OD	$720,448	$720,448	$608,899	$111,550	Projected surplus due to salary savings and underspending in purchased services
Planning	$4,007,073	$4,064,597	$3,989,977	$74,620	Projected surplus due to salary savings and underspending in purchased services

Summary Table by Agency: Public Works

General Fund Only

Agency	Adopted Budget	Revised Budget	Year End Projection	Difference	Comments
Engineering	$6,061,661	$6,065,334	$5,686,987	$378,347	Projected surplus due to salary savings
Streets	$28,844,578	$28,844,578	$29,177,403	-$332,826	Projected deficit based on increased salary savings rate and budget efficiency
Parks	$17,257,403	$17,267,478	$17,006,203	$261,275	Projected surplus primarily due to salary savings, with some underspending in non-personnel accounts

Summary Table by Agency: Transportation

General Fund Only

Agency	Adopted Budget	Revised Budget	Year End Projection	Difference	Comments
Transportation	$653,974	$653,974	$628,349	$25,624	Projected surplus due to salary savings
Traffic Engineering	$10,492,411	$10,516,183	$10,560,813	-$44,630	Projected deficit due to lower than budgeted agency revenues

NON-GENERAL FUND PROJECTION HIGHLIGHTS

- **Fleet Services:** Projecting $200,000 over budget in purchased services due to vehicle repairs and maintenance costs, offset by projected surplus in supplies for lower than budgeted fuel costs.
- **Golf :** Projecting additional $800,560 in revenue from facility rentals and greens fees, offset by higher expenses.
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MIDYEAR RESOLUTION

PRIMARY COMPONENTS OF MID YEAR RESOLUTION

1.	Increase General Fund Appropriations by $2.3 million to address projected deficits and qualify for future state aid payments under the Expenditure Restraint Incentive Program (ERIP)
2.	Transfer funds and appropriate fund balance for carryforward encumbrances for contracts that span multiple years.
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What is the Expenditure Restraint Incentive Program (ERIP)?

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Appropriate $2.3 million to the following agencies

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- $235,185 in carryforward encumbrances
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- **General Fund (Traffic Engineering):** Add $16,000 in agency revenues and supplies crossing guard stop paddles funded through a grant
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- **Grant Fund (Fire):** Appropriate $37,000 from a lapsed HAZMAT grant for additional personnel and non-personnel expenses related to the HAZMAT grant in the Fire Department budget
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5. CAPITAL BUDGET TRANSFERS AND ADJUSTMENTS

The following capital budget amendments update project descriptions, change funding sources based on updated TID project plans, and appropriate non-GF GO funding sources for various projects. The changes do not increase borrowing.

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City of Madison

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

Master

File Number: 89041

File ID:	89041	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	Finance Department
				File Created Date :	07/08/2025
File Name:	2025 Mid-Year Budget Appropriation			**Final Action:**	

Title: Mid-Year Appropriation Resolution amending the 2025 Adopted Operating Budget by taking the following actions: appropriating $2.3 million in general fund balance, appropriating $30,128 in library fund balance, appropriating $253,185 in Public Health fund balance, making transfers within agency budgets based on projected spending through the 2nd quarter of 2025, and appropriating revenues and making other adjustments in non-general fund agencies; and amending the 2025 Adopted Capital Budget by taking the following actions: updating project descriptions for approved capital projects, appropriating funding from non-borrowing sources, updating TID proceeds and borrowing based on recently adopted amendments to TID project plans, authorizing transfers of borrowing across projects, and removing excess borrowing.

Notes:

Sponsors:	Satya V. Rhodes-Conway	**Effective Date:**	
Attachments:	2025 2ndQ Projection - FC.pdf, 2025 2ndQ Projection - FC v2.pdf	**Enactment Number:**	
Author:	Christine Koh	**Hearing Date:**	
Entered by:	ckoh@cityofmadison.com	**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Finance Department	07/08/2025	Referred for Introduction				
	Action Text: This Resolution was Referred for Introduction						
	Notes: Finance Committee (7/28/25), Common Council (8/5/25)						
1	COMMON COUNCIL	07/15/2025	Referred	FINANCE COMMITTEE		07/28/2025	
	Action Text: This Resolution was Referred to the FINANCE COMMITTEE						
1	FINANCE COMMITTEE	07/28/2025	RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED) - REPORT OF OFFICER				Pass

Action Text: A motion was made by Vidaver, seconded by Govindarajan, to RECOMMEND TO COUNCIL TO ADOPT (15 VOTES REQUIRED) - REPORT OF OFFICER. The motion passed by voice vote/other.

Text of Legislative File 89041

Title

Mid-Year Appropriation Resolution amending the 2025 Adopted Operating Budget by taking the following actions: appropriating $2.3 million in general fund balance, appropriating $30,128 in library fund balance, appropriating $253,185 in Public Health fund balance, making transfers within agency budgets based on projected spending through the 2nd quarter of 2025, and appropriating revenues and making other adjustments in non-general fund agencies; and amending the 2025 Adopted Capital Budget by taking the following actions: updating project descriptions for approved capital projects, appropriating funding from non-borrowing sources, updating TID proceeds and borrowing based on recently adopted amendments to TID project plans, authorizing transfers of borrowing across projects, and removing excess borrowing.

Fiscal Note

The proposed resolution amends the 2025 adopted operating budget to appropriate $2.3 million in general fund balance to meet projected costs within the allowable maximum amount to continue qualifying for a payment under the State's Expenditure Restraint Incentive Program (ERIP), increase budget authority from non-levy sources for various agencies, and make other technical adjustments within various agency budgets. The resolution also amends various capital budget projects based on available funding sources and borrowing. The amounts proposed in the mid-year appropriation resolution are based on budget projections using actual expenditure data from January through May 2025.

Expenditure Restraint Incentive Program (ERIP) and General Fund Balance

Under the State of Wisconsin Expenditure Restraint Incentive Program (ERIP), the City must limit the growth in its General Fund budget over the prior year, excluding debt service, to rate of inflation plus 60% of the net new construction factor in order to qualify for a state aid payment of approximately $7 million. In 2025, the remaining expenditure capacity under ERIP is $2.3 million. The mid-year resolution appropriates $0.3 million in General Fund unassigned balance for carryforward encumbrances, as described in the following section, and an additional $2.0 million to various agencies to make technical adjustments and address projected deficits. This appropriation will increase the 2025 budget the maximum allowable level to continue qualifying for an ERIP payment and increase the base amount for establishing the maximum allowable 2026 budget amount to continue qualifying for an ERIP amount.

The General Fund unassigned balance has sufficient funding to support this additional appropriation. As of December 31, 2024, General Fund unassigned balance was $110.6 million, which is 27 percent of the 2025 General Fund budget (city policy goal is to have a general fund balance of at least 15 percent of the subsequent year budget).

Carryforward Encumbrances

The 2025 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 2024 for the General Fund is $702,880. The resolution transfers centrally budgeted funds and appropriates general fund balance ($302,880) to agency budgets for carry forward encumbrances.

The total amount carried forward from 2024 for Library totals $30,128. The resolution transfers budget from the Library fund balance for carry forward encumbrances.

The total amount carried forward from 2024 for Public Health totals $253,185. The resolution transfers budget from Public Health's fund balance for carry forward encumbrances.

Intra-Agency Transfers
The resolution authorizes $273,500 in transfers across major expenditure categories within General Fund agency budgets and $200,000 in transfers across major expenditure categories within the Fleet budget to cover projected deficits. These transfers are net neutral across the 2025 adopted budget.

Other Appropriations and Agency Revenue Adjustments
The resolution increases the budget authority in multiple agency budgets due to projected increases in non-levy sources, including agency revenues, grants, and federal sources. Proposed increases include:

General Fund:

- Traffic Engineering: Adds $16,000 in agency revenues and supplies for a grant awarded to purchase crossing guard stop paddles. Funding was originally appropriated in the 2024 mid-year appropriation resolution (RES-24-00514) but not expended and needs to be reauthorized.

Other Funds:

- CDA Fund: Appropriate $7.6 million in federal revenues and increase associated expenses for administering Section 8 Housing Vouchers based on current trends and anticipated federal reimbursement
- CDBG Fund: Reauthorize $4.8 million in federal HOME funds that were approved in the 2024 budget and were not carried forward in the 2025 budget to support the Triangle Redevelopment project; and authorize an additional $7,621 in HOME-ARP revenues and expenses based on the final award amount from the U.S. Department of Housing and Urban Development
- Grant Fund (Fire): Appropriate $37,000 from a lapsed State HAZMAT grant for additional personnel and non-personnel expenses in the Fire Department budget
- Golf Enterprise: Increase agency revenues and expenses by $800,562 based on higher than budgeted activity
- Public Health: Appropriate $118,000 in County revenues for the Saving our Babies project ($50,000) and Tenant Capacity Building (68,000); County funding was planned for 2025 and unintentionally omitted from the City budget document

Capital Budget: Multiple Projects
The proposed resolution amends the adopted 2025 capital budget by updating project descriptions for approved capital projects, appropriating non-general obligation funding sources and related expenditures, updating funding sources based on recently adopted amendments to TID project plans, authorizing transfers of borrowing across projects, and removing excess funding. The proposed changes reflect current 2025 scope and schedule adjustments.

- Library: The 2025 Adopted Budget included $250,000 for Central Library Improvements (project # 17036). This funding was originally added to the capital improvement plan in 2024 through Finance Committee Amendment #9, which specified funding in 2025 would be used for pre-design and scoping for recommendations to refresh Central Library. Library staff have identified more immediate capital needs at Central Library. The resolution would authorize changing the project description approved by the

Finance Committee amendment. There is no change to the total funding amount.

- Economic Development Division/ Parks: In 2024, RES-24-00357 amended the EDD budget to add $2.0 million in general fund (GF) general obligation (GO) borrowing for the Breese Stevens Field Improvements project. The resolution also directed City staff to pursue an amendment to the TID #36 Project Plan to utilize TID increment in lieu of GF GO borrowing. In March 2025, RES-25-00167 approved an amendment to the project plan for TID #36 and authorized $1.0 million in TID #36 proceeds for this project. This resolution would cancel the $2.0 million in GF GO approved in EDD's budget and appropriate $1.0 million in TID proceeds in the Parks budget.
- Engineering - Major Streets: Park Street, South (Project # 11133) included $1,192,000 in stormwater utility supported GO borrowing. In July 2025, RES-25-00411 approved an amendment to the project plan for TID #48 that approved the use of TID-supported GO borrowing for the project. This resolution would remove stormwater- GO borrowing and appropriate TIF-GO borrowing for the project.
- Parks: The Yahara Hills Culvert Replacement project is a minor project under the Park Land Improvements program. Parks originally allocated $25,000 in GF GO borrowing for this minor project. As a golf facility, the project should be funded through golf funds. The resolution would amend the budget and appropriate $25,000 in Golf Reserves for the project. Parks will transfer the existing GF GO Borrowing to another eligible project within the major Park Land Improvement program. The resolution will not change the total borrowing for the project.
- Traffic Engineering: The City received a grant in mid-2024 to support improvements to the City's automated bicycle counter (RES-24-00445). The federal grant funds were unintentionally omitted from the 2025 adopted budget due to the timing of the grant notification. This resolution would appropriate $132,000 in federal revenue and commensurate expenditure authority in project 14700 - 2024 Pedestrian Bicycle Counters.

Body

WHEREAS, multiple general fund agencies have incurred $702,880 in expenses from carryforward encumbrances for contracts and services that span multiple years; and,

WHEREAS, the 2025 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, general fund balance is available to cover the cost of the remaining $302,880 in carryforward encumbrances; and,

WHEREAS, Library has a carryforward encumbrance of $30,128 in its sub-fund for private donations and has sufficient fund balance to cover this expense; and

WHEREAS, Public Health has a carryforward encumbrance of $253,185 and has sufficient fund balance to cover this expense; and

WHEREAS, the following agencies are projecting deficits or need a technical adjustment to their budget that cannot be accommodated with an intra-agency transfer:

- Civil Rights: Projecting a deficit of $45,000 in purchased services for translation and interpretation services
- Clerk: Projecting a deficit of $311,000 in salaries ($53,400) and benefits ($38,600) for staffing costs including extending a limited term position and temporarily reclassifying

permanent positions; supplies ($60,900) for costs related to an additional special election; and purchased services ($158,100) for software costs related to operating the Bluecrest absentee ballot mailing system

- Finance: Reducing the Finance inter-departmental billing to Water Utility by $168,700 due to a technical adjustment to the cost allocation plan
- Mayor: Projecting a deficit in purchased services for software ($42,200) due to federal grant funds no longer being available to pay for software costs, and for consulting services ($17,800) from The Welch Group due to the approved contract (RES-25-00141) being higher than the amount budgeted in direct appropriations
- Metro: Projecting a $4 million deficit due to revenues estimated to be under budget by approximately $2 million and expenses estimated to be higher than budget by $2 million. Metro and the Finance Department will continue to monitor projections throughout the year. The mid-year resolution proposes increasing the general fund subsidy to Metro by $1.4 million to support purchased services costs; and,

WHEREAS, the General Fund unassigned balance is available to cover the increased expenses; 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, Traffic Engineering was awarded a $16,000 grant in 2024 to purchase crossing guard stop paddles. Funding was not expended in 2024 and needs to be reauthorized in 2025; and,

WHEREAS, CDA Housing anticipates an additional $7.6 million in Section 8 Housing Voucher expenses and revenues based on trends from the first half of 2025; and,

WHEREAS, legislative file 76395 (RES-23-00192) authorized the acceptance of $5,076,197 of supplemental HOME Investment Partnerships Program grant funds from the U.S. Department of Housing and Urban Development (HUD) made available through the American Rescue Plan Act (HOME-ARP). These these funds were appropriated within the Community Development Division's 2023 Adopted Budget within the CDBG Fund (Munis project #72921) and reauthorized in the 2024 and 2025 Adopted Budgets. In April of this year, HUD informed the City that the original award amount should have been $5,083,818, which is $7,621 greater than the amount authorized in the budget; and,

WHEREAS, legislative file 85820 (RES-24-00691) authorized a $10.0 million loan to the Madison Revitalization and Community Development Corporation (MRCDC) to support Phase 1 of the Triangle Redevelopment project. $4.8 million of the $10.0 million was to be funded by federal HOME funds available in the Community Development Division's 2024 Adopted Budget within the CDBG Fund. These HOME funds were not appropriated in the 2025 Adopted Operating Budget due to the timing of the loan resolution; and

WHEREAS, the Fire Department receives an annual State HAZMAT grant for personnel and non-personnel expenses. This grant was not fully expended in prior years. Approximately $122,000 in lapsed grant funding has accrued in fund balance. The Fire Department has identified an additional $37,000 in eligible HAZMAT costs for 2025 and needs to reappropriate grant funds for this purpose; and,

WHEREAS, the Golf enterprise is anticipating higher than budgeted revenues from greens fees

and facility rentals, and projects higher associated expenses for personnel, supplies, and purchased services; and,

WHEREAS, the Public Health budget includes various County-funded initiatives, including $50,000 for the Saving Our Babies project and $68,000 for Tenant Capacity Building. These county-funded initiatives were planned for 2025 but unintentionally omitted from the City budget document, and funding and expenses need to be reappropriated through the mid-year resolution; and,

WHEREAS, the Library's Central Library Improvement project specified $250,000 would be used for pre-design and scoping for recommendations to refresh Central Library. Library staff have identified more immediate capital needs at Central Library and wish to utilize the pre-design and scoping funds for other purposes; and,

WHEREAS, in 2024, RES-24-00357 amended the EDD budget to add $2.0 million in GF GO borrowing for the Breese Stevens Field Improvements project and directed staff to pursue an amendment to the TID #36 project plan to use TID proceeds in lieu of borrowing. The TID #36 project plan amendment was approved in March 2025 (RES-25-00167) and authorized $1.0 million in TID #36 proceeds in the Parks division; and,

WHEREAS, the Engineering - Major Streets budget included $1,192,000 in stormwater utility supported GO borrowing for Park Street, South (Project # 11133). In July 2025, RES-25-00411 approved an amendment to the project plan for TID #48 that approved the use of TID-supported GO borrowing for the project; and,

WHEREAS, golf assets should be funded by the Golf Utility rather than the general fund Parks budget. The Yahara Hills Culvert Replacement project, a minor project in the Park Land Improvement program, included $25,000 in GF GO borrowing, which should be changed to Golf Reserves; and,

WHEREAS, Traffic Engineering received $132,000 in federal grant funds (RES-24-00445) to support improvements to the City's automated bicycle counter, but the funds were not appropriated in the 2025 budget.

NOW THEREFORE BE IT RESOLVED, the Common Council amends the 2025 Adopted Operating Budget by transferring $400,000 from Direct Appropriations and appropriating $302,880 from general fund balance to the following agency budgets for encumbrances that were carried forward from 2024:

- Clerk: $3,508
- Community Development Division: $1,080
- Direct Appropriations (funding for citywide compensation study): $167,026
- Economic Development Division: $200,000
- Engineering: $3,673
- Fire: $30,337
- Human Resources: $16,650
- Information Technology: $171,386
- Office of the Independent Monitor: $6,200
- Parks: $10,075
- Planning: $57,524
- Police: $11,648

- Traffic Engineering: $23,772: and,

BE IT FURTHER RESOLVED, the Common Council amends the 2025 Adopted Operating Budget by transferring $30,128 from Library's fund balance for carry forward encumbrances within that agency; and,

BE IT FURTHER RESOLVED, the Common Council amends the 2025 Adopted Operating Budget by transferring $235,185 from Public Health fund balance for carry forward encumbrances within that agency; and,

BE IT FURTHER RESOLVED, the Common Council amends the 2024 adopted operating budget by appropriating $2.3 million from General Fund unassigned balance to the following agencies:

- Civil Rights: Provide $45,000 in purchased services for interpretation services
- Clerk: Provide $311,000 in salaries ($53k), benefits ($39k), supplies ($61k) and purchased services ($158k)
- Finance: Reduce inter-departmental billings to Water Utility by $168,700 and make corresponding change to Water Utility's inter-departmental charges; provide $168,700 to offset the reduction in billings
- Mayor: Provide $60,000 in purchased services for software ($42,200) and consulting costs ($17,800)
- Metro: Increase the general fund subsidy to Metro by $1,412,420 and increase Metro's purchased service budget for ongoing operational costs; and,

BE IT FURTHER RESOLVED, the Common Council amends the 2025 adopted operating budget to authorize the following transfers to expenditure categories within agencies:

General Fund

- Assessor: Transfer $35,000 from salaries to purchased services for increased expenses for consulting services for modeling
- Building Inspection: Transfer $10,000 from supplies to purchased services for legal services
- Common Council: Transfer $10,000 from benefits to salaries to align budget lines with actual spending
- Engineering: Transfer $128,500 from salaries to supplies ($107,500) and purchased services ($21,000) for facility maintenance costs
- Economic Development Division: Transfer $15,000 from salaries to purchased services for subscription fees
- Finance: Transfer $10,000 from purchased services to supplies for postage fees
- Fire: Transfer $65,000 from purchased services to supplies for a CARES van that was ordered in 2024 and received in 2025

Other Funds

- Fleet Service: Transfer $200,000 from supplies to purchased services for vehicle repairs and maintenance

BE IT FURTHER RESOLVED, the Common Council amends the 2025 adopted operating budget to appropriate funds and increase budget authority to pay for expenses that are supported by non-levy revenue sources:

General Fund:

- Traffic Engineering: Add $16,000 in agency revenues and supplies crossing guard stop paddles funded through a grant

Other Funds:

- CDA Fund: Appropriate $7.6 million in federal revenues and increase associated expenses for administering Section 8 Housing Vouchers based on current trends and anticipated federal reimbursement
- CDBG Fund: Reauthorize $4.8 million in federal HOME funds that were approved in the 2024 budget and were not carried forward in the 2025 budget; and authorize an additional $7,621 in HOME-ARP revenues and expenses based on the final award amount from HUD
- Grant Fund (Fire): Appropriate $37,000 from a lapsed HAZMAT grant for additional personnel and non-personnel expenses related to the HAZMAT grant in the Fire Department budget
- Golf Enterprise: Increase agency revenues and expenses by $800,562 based on higher than budgeted activity and increase salaries ($466,598), benefits ($178,964), supplies ($105,000), and purchased services ($50,000)
- Public Health: Appropriate $118,000 in County revenues for the Saving our Babies project ($50,000) and Tenant Capacity Building (68,000); County funding was planned for 2025 and unintentionally omitted from the City budget document

BE IT FURTHER RESOLVED, the description for the Central Library Improvements project is updated to expand the scope of work and allow the Library director to address other capital needs at Central Library, including replacing a chiller and related electrical work, air ionizers, repurposing of the media lab space, refreshing the baby play area if funding is available, and other minor projects at the director's discretion; and,

BE IT FURTHER RESOLVED, the $2.0 million in GF GO borrowing in EDD for Breese Stevens improvements (approved via RES-25-00167) is cancelled and $1.0 million in TID #36 proceeds is appropriated in the Parks division budget, consistent with the TID #36 project plan amendment adopted via RES-25-00167; and,

BE IT FURTHER RESOLVED, the Engineering - Major Streets budget is amended to remove $1,192,000 in stormwater utility support GO for Park Street, South (Project # 11133) and appropriate $1,192,000 of TID #48 borrowing for the same project, consistent with the TID #38 project plan amendment adopted via RES-25-00411; and,

BE IT FURTHER RESOLVED, the Parks budget is amended to appropriate $25,000 in golf reserves for the Yahara Hills Culvert replacement project, and the $25,000 in GF GO borrowing originally allocated to the project will be transferred to another eligible Parks project within the Park Land Improvements program; and,

BE IT FINALLY RESOLVED, Traffic Engineering's capital budget is amended to appropriate $132,000 in federal revenue and commensurate expenditure authority in project 14700 - 2024 Pedestrian Bicycle Counters.

City of Madison

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

Master

File Number: 89042

File ID: 89042 **File Type:** Resolution **Status:** Report of Officer

Version: 1 **Reference:** **Controlling Body:** Community Development Division

File Created Date : 07/08/2025

File Name: Authorizing the Release of the 2026 Crisis Intervention and Prevention (CIP) Services Request for Proposals (RFP) Reflecting Modest Program and Structural Changes Based on Community and Provider Feedback

Final Action:

Title: Authorizing the Release of the 2026 Crisis Intervention and Prevention (CIP) Services Request for Proposals (RFP) Reflecting Modest Program and Structural Changes Based on Community and Provider Feedback

Notes:

CC Agenda Date: 07/15/2025

Agenda Number: 56.

Sponsors: Julia Matthews

Effective Date:

Attachments: Final Resolution_2025 CIP RFP.pdf, FINAL_2025 CIP RFP.pdf

Enactment Number:

Author: Yolanda Shelton-Morris

Hearing Date:

Entered by: mbohrod@cityofmadison.com

Published Date:

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	7/9/2025	Maggie McClain	Approve	7/28/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Community Development Division	07/08/2025	Referred for Introduction				
	Action Text: This Resolution was Referred for Introduction						
	Notes: Finance Committee (7/28/25), Common Council (8/5/25)						
1	COMMON COUNCIL	07/15/2025	Referred	FINANCE COMMITTEE		07/28/2025	
	Action Text: This Resolution was Referred to the FINANCE COMMITTEE						

1	FINANCE COMMITTEE	07/28/2025	RECOMMEND TO COUNCIL WITH THE FOLLOWING RECOMMENDATIONS - REPORT OF OFFICER	Pass

Action Text: A motion was made by Vidaver, seconded by Govindarajan, to RECOMMEND TO COUNCIL WITH THE FOLLOWING RECOMMENDATIONS - REPORT OF OFFICER:

Recommend Council to adopt with a request to staff to work with City alders to amend the language in the RFP related to data collection and intended outcomes.

The motion passed by voice vote/other.

Notes: Recommend Council to adopt with a request to staff to work with City alders to amend the language in the RFP related to data collection and intended outcomes.

Text of Legislative File 89042

Fiscal Note

The proposed resolution authorizes the release of the Crisis Intervention and Prevention Services Request for Proposals. The 2026 Cost to Continue includes $2.1 million for community agency contracts related to Crisis Intervention and Prevention services. Funding for contracts beginning in 2026 is contingent on adoption of the 2026 Operating Budget by the Common Council. No additional appropriation is required at this time.

Title

Authorizing the Release of the 2026 Crisis Intervention and Prevention (CIP) Services Request for Proposals (RFP) Reflecting Modest Program and Structural Changes Based on Community and Provider Feedback

Body

WHEREAS, the City of Madison Community Development Division (CDD) released its first Crisis Intervention and Prevention (CIP) Services RFP in 2021, funding a broad range of crisis response, stabilization, and prevention services to support residents throughout the city; and

WHEREAS, the 2021 RFP structured the CIP service area into three program types-Crisis Intervention Support Services, Recovery and Stabilization Services, and Prevention Services and Activities; and

WHEREAS, over the course of the 2022-2025 funding cycle, CDD sought input through community engagement, outcome tracking, and coordination through the CIP cohort of funded agencies to assess the impact and identify areas for improvement; and

WHEREAS, input from funded agencies, community stakeholders, and partner departments has prompted several adjustments designed to better align the CIP funding process with current needs, reduce duplication of services, and promote holistic and equitable service delivery; and

WHEREAS, in response to this feedback, CDD proposes the following changes to the 2025 CIP RFP:

- Condensing the previous three priority areas into two: (1) Crisis Intervention Support Services and (2) Prevention Services and Activities; the latter of which will now include programs funded as Recovery and Stabilization Services under the previous version;
- Removing case management as a specific program type to help emphasize the importance of non-credentialed staff with lived experience and community trust in leading support efforts;
- Using targeted outreach and workshop support to meet community needs following

specific events or trends;

- Placing greater emphasis on skill-building and civic engagement as pathways to long-term stability; and,
- Recognizing that as Dane County Human Services actively supports a Youth Restorative Justice System that diverts youth away from formal citations and the court system, and to avoid duplication of services, the City's current support for youth restorative justice programs will shift to focusing on community-based conflict resolution, de-escalation and non-violent communication skill building leading to stronger community connection, trust, and neighborhood stabilization; and

WHEREAS, the proposed RFP will make clear that City funds are intended to complement, not duplicate, programming funded by Dane County, particularly around municipal diversion for youth ages 12-16, and will prioritize community-based strategies such as provider training, culture-specific programming, and practices rooted in community-building.

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Madison authorizes the Community Development Division to release the 2026 Crisis Intervention and Prevention Services Request for Proposals, incorporating the above described changes, and directs the Division staff, in consultation with the Community Resources Committee, to evaluate proposals and formulate funding allocation recommendations, for review and approval by the Common Council.

City of Madison
Common Council Resolution No. 89042
Authorizing the Release of the 2026 Crisis Intervention and Prevention (CIP) Services Request for Proposals (RFP) Reflecting Modest Program and Structural Changes Based on Community and Provider Feedback

WHEREAS, the City of Madison Community Development Division (CDD) released its first Crisis Intervention and Prevention (CIP) Services RFP in 2021, funding a broad range of crisis response, stabilization, and prevention services to support residents throughout the city; and

WHEREAS, the 2021 RFP structured the CIP service area into three program types—Crisis Intervention Support Services, Recovery and Stabilization Services, and Prevention Services and Activities; and

WHEREAS, over the course of the 2022–2025 funding cycle, CDD sought input through community engagement, outcome tracking, and coordination through the CIP cohort of funded agencies to assess the impact and identify areas for improvement; and

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WHEREAS, in response to this feedback, CDD proposes the following changes to the 2025 CIP RFP:

- Condensing the previous three priority areas into two: (1) **Crisis Intervention Support Services** and (2) **Prevention Services and Activities**; the latter which will now include programs funded as **Recovery and Stabilization Services** under the previous version**;**
- Removing case management as a specific program type to help emphasize the importance of non-credentialed staff with lived experience and community trust in leading support efforts;
- Using argeted outreach and workshop support to meet community needs following specific events or trends;
- Placing greater emphasis on skill-building and civic engagement as pathways to long-term stability; and,

- Recognizing that as Dane County Human Services actively supports a Youth Restorative Justice System that diverts youth away from formal citations and the court system, and to avoid duplication of services, the City's current support for youth restorative justice programs will shift to focusing on community-based conflict resolution, de-escalation and non-violent communication skill building leading to stronger community connection, trust, and neighborhood stabilization; and

WHEREAS, the proposed RFP will make clear that **City funds are intended to complement, not duplicate, programming funded by Dane County**, particularly around municipal diversion for youth ages 12–16, and will prioritize community-based strategies such as provider training, culture-specific programming, and practices rooted in community-building.

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Madison authorizes the Community Development Division to release the 2026 Crisis Intervention and Prevention Services Request for Proposals, incorporating the above described changes, and directs the Division staff, in consultation with the Community Resources Committee, to evaluate proposals and formulate funding allocation recommendations, for review and approval by the Common Council.

City of Madison
Community Development Division



REQUEST FOR PROPOSALS (RFP) Guidelines

RFP #14051

Crisis Intervention and Prevention Services (CIP)

Responses Due: Sept. 22nd, 2025

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RFP SUMMARY

RFP NUMBER and TITLE	**RFP # xxxx- Crisis Intervention and Prevention Services**
DEADLINE for BID SUBMISSIONS	**September 22, 2025, 4:30pm CST** **Proposals received after the deadline or incomplete will not be considered.**
SCOPE	The City of Madison Community Development Division CDD is seeking proposals from qualified nonprofit community-based social service organizations that can provide Crisis Intervention and Prevention (CIP) services and programming to youth, individuals, and families. The services and programs will build and strengthen protective factors and foster safe, resilient communities. Funded organizations will demonstrate the capacity to provide services and programs under the two priority areas: • Crisis Intervention Support Services • Prevention Services and Activities
FUNDS AVAILABLE	The City of Madison Community Development Division anticipates having at least $2,080,000 for allocation pending final adoption of the City's 2026 Operating Budget by the Common Council.
APPLICATION	Form and guidelines available at: Community Development Division Funding Opportunities Website
E-MAIL PROPOSAL TO:	CDDapplications@cityofmadison.com All proposals must be submitted electronically in at least three documents, the *Program Narrative* (Word or PDF), the *Organization Overview* (Word or PDF) and *Budget Workbook* (Excel or PDF). Please include "2025 CIP RFP" in the email subject line.
DIRECT ALL INQUIRES TO:	**Yolanda Shelton-Morris, Community Resources Manager** **Email:** yshelton-morris@cityofmadison.com **Nancy Saiz, Community Development Specialist** **Email:** nsaiz@cityofmadison.com
TIMELINE	**Please Note: These dates are for planning purposes. They represent the City's desired timeline for implementing this project. Any revision to the Due Date for submission of proposals will be made by addendum. All other dates may be adjusted without notice, as needs and circumstances dictate.**

Resolution to Authorize RPF Introduced	7/15/2025
Finance Committee Review	7/28/2025
Common Council Action	8/5/2025
RFP Released	8/8/2025
Crisis Intervention and Prevention Services RFP Workshop	Week of 8/11/25
Required Letters of Intent Due	8/25/2025
DEADLINE FOR SUBMISSION OF PROPOSALS	9/22/2025

	Applicant Presentations to Community Resources Committee	Weeks of 10/13/25 and 10/20/25
	Community Resources Committee Meets to Finalize Funding Recommendations	10/22/2025
	Resolution with Funding Recommendations Introduced to Common Council	11/11/2025
	Finance Committee Action	11/17/2025
	Common Council Action	11/25/2025
	Applicants Notified of Funding Allocations	12/1/2025
	Anticipated Contract Start Dates	1/1/2026

EXECUTIVE SUMMARY

The City of Madison is committed to supporting the conditions necessary for all residents to thrive and reach their highest potential. Through its Community Development Division (CDD), the City collaborates with residents, community partners, and other stakeholders to overcome barriers to opportunity, strengthen neighborhoods, and promote shared prosperity and well-being.

In 2025, the City will seek proposals from community-based organizations to support programs and services that strengthen protective factors and promote safe, resilient communities. The City of Madison remains one of the few municipalities in the country that invests directly in grassroots, culturally responsive programming. The Crisis Intervention and Prevention (CIP) service area supports programs that help individuals and families navigate challenging circumstances and access the resources, opportunities, and support systems needed to achieve greater stability and long-term well-being.

The CIP service area provides a path toward greater safety and stability for youth, individuals, and families facing or at risk of crisis. The City seeks proposals that fall under two key priority areas:

- **Crisis Intervention Support Services**, including 24/7 helplines and short-term shelter for individuals experiencing gender-based violence or youth without safe housing.
- **Prevention Services and Activities**, which focus on upstream solutions that enhance community connectedness, promote long-term well-being, and reduce risk factors for crisis.

This Request for Proposals (RFP) is part of the City's continued commitment to strengthening community infrastructure through coordinated, equity-centered investments. The City encourages collaboration and welcomes proposals from both individual organizations and multi-agency partnerships.

Funding recommendations will be guided by both the quality of proposals received and the City's commitment to equitable service distribution - across neighborhoods, populations, and program types. Contracts will begin January 1, 2026.

BACKGROUND

The CIP service area was established in 2021 to address growing community needs and to better align the City's funding strategies with principles of equity, responsiveness, and holistic support. It was informed by the 2016 Forward Community Investments (FCI) study, evolving local needs, and feedback from community stakeholders, especially as the City and its partners navigated the impacts of the COVID-19 pandemic.

During the 2022–2025 funding cycle, the City invested over $2 million in 23 community-based organizations delivering 33 programs. These included 24/7 helplines, shelter services, case management, youth restorative justice, and prevention-focused initiatives. Programs served as essential connectors to housing, food access, legal advocacy, and emotional support, particularly for historically underserved populations.

1.1 The table below outlines the City of Madison's current funding allocations for the CIP service areas.

PRIORITY AREA	AGENCY PROVIDERS BY PROGRAMS	TOTAL FUNDS ALLOCATED
CRISIS INTERVENTION AND SUPPORT SERVICES		
A. 24-Hour Crisis Response Agencies	UNIDOS Against Domestic Violence Rape Crisis Center The Rainbow Project	$268,567

PRIORITY AREA	AGENCY PROVIDERS BY PROGRAMS	TOTAL FUNDS ALLOCATED
	Briarpatch Youth Services	
B. Shelter Services	Domestic Abuse Intervention Services Briarpatch Youth Services	$414,354
RECOVERY AND STABILIZATION SERVICES		
A. Resource Service Facilitation & Case Management	Allied Wellness Center Bayview Community Center Bridge-Lake Point-Waunona Neighborhood Center Centro Hispano RISE Law Center Freedom Inc Just Dane Kennedy Heights Neighborhood Center Progress Center for Black Women Project Respect The Rainbow Project YWCA Madison	$873,125
B. Youth Restorative Justice	Bayview Community Center Briarpatch Youth Services EOTO YWCA Madison	$180,000
C. Community Court – Homelessness Restorative Project	KABBA Recovery	$30,000
PREVENTION SERVICES AND ACTIVITIES		
A. Outreach and Information	Rape Crisis Center Goodman Community Center Madison Northside Planning Council	$115,100
B. Specialized Program Support	Literacy Network Urban Triage YWCA Madison Worker Justice WI	$198,858
TOTAL		**$2,080,004**

Recognizing the importance of collaboration, CDD established a **Resource Service Facilitation Cohort**, bringing together funded agencies to build trust, share knowledge, and problem-solve across organizational lines. Feedback from this cohort highlights the value of interconnected services, and the need for continued investment in coordinated, community-driven responses.

Additional feedback was gathered through:

- Program reports and site visits
- A 2025 community voice survey
- Input from the Madison Metropolitan School District, Public Health Madison & Dane County, Madison Police Department, and Dane County Human Services

This community-informed approach revealed that no single agency can meet all the complex needs of youth, individuals, and families in crisis. Instead, it emphasized the need for strong partnerships, cultural responsiveness, and prevention strategies rooted in lived experience.

The 2025 CIP RFP builds on these lessons, reinforcing the City's commitment to:

- Addressing gender-based violence and youth crisis through trauma-informed services
- Preventing future crises by strengthening protective factors and community cohesion
- Supporting organizations led by and accountable to the communities they serve

A new cohort model will launch with this funding cycle, continuing the City's investment in shared learning, mutual support, and collective impact.

SECTION 1: SCOPE OF WORK

1.1 Program Scope and Priority Areas

I. CRISIS INTERVENTION SUPPORT SERVICES
Programs in this area provide direct, time-sensitive crisis response to individuals and families experiencing immediate threats to safety or stability.

The two program types of Crisis Intervention Support Services are:

- **24/7 Crisis Helplines**, which respond to gender-based violence incidents via phone, online, text, or in person.
- **Short-Term Shelter Services**, which provide safe, temporary housing for survivors of domestic violence or youth without safe housing alternatives.

These interventions play a crucial role in assisting individuals and households during times of crisis or traumatic events. This includes:

- Survivors of gender-based violence, including sexual assault, domestic violence, and human trafficking.
- Youth and young adults experiencing immediate safety threats or lacking safe housing, including runaway youth and those experiencing family rejection or conflict.

While some crises may overlap, programs funded under **24-hour Helpline** should specifically respond to incidents of gender-based violence. Programs funded under **Shelter Services** may support either:

- Individuals or families escaping domestic violence (including adults), or
- Youth experiencing homelessness or unsafe housing situations not necessarily linked to gender-based violence.

Applicants should clearly indicate which population(s) they serve and how their proposed services are tailored to the specific needs of that group.

A. **<u>24-HOUR HELPLINE</u>**: Agencies funded under this program area will provide crisis response services to individuals experiencing gender-based violence, including sexual assault, domestic violence, and human trafficking. Services must be trauma-informed and staff trained to help minimize the long-term impact of these experiences. These services play a critical role in supporting individuals in immediate crisis, particularly survivors of gender-based violence, as well as runaway and homeless youth. Key performance indicators may include the number of shelter nights provided, crisis calls

answered, in-person responses conducted, and the delivery of follow-up services and child-focused interventions.

Programmatic Requirements:

- The organization must have 24-hour staffing and infrastructure to respond to gender-based violence crises via phone, text, online, or in person. Services must be provided quickly and effectively to individuals and families affected by acts of gender-based violence[1].
- The organization will have established crisis response policies and protocols that reflect collaboration with relevant community partners.
- Services must be culturally and linguistically responsive, ADA-compliant, and use assistive technology to support communication and accessibility.
- The organization must be able to comply with all fiscal and reporting requirements.

  Community partners identified in the proposal must provide a Memorandum of Understanding (MOU) outlining their role and commitment to the collaboration.

Desired Measurable Outcomes:

- Individuals receiving wraparound support report improved stabilization following victimization or crisis.
- Individuals experiencing gender-based violence or crisis report timely access to crisis support.
- Individuals report that services met their cultural, linguistic, psychological, and physical needs.
- Individuals report increased self-determination, resilience, and trust in systems as a result of trauma-informed and culturally responsive care.
- Individuals report greater knowledge of available community resources following service engagement.
- Individuals report an overall improvement in quality of life due to the services received.
- Individuals report that services were accessible, inclusive, and responsive to their individual identities and lived experiences.
- Individuals report positive interactions with staff, highlighting the importance of culturally responsive, trauma-informed, and empathetic service delivery.

Desired measurable Outputs:

- Number of individuals who accessed the 24/7 helpline via phone, text, online, or in-person response.
- Number of crisis response or safety plans developed collaboratively with individuals.
- Number of referrals made to external providers or support services.
- Percentage of individuals reporting increased confidence in accessing appropriate resources following crisis intervention.
- Sustained Safety: Percentage of individuals who remain in safe housing or report ongoing safety over a defined period.

B. <u>SHELTER SERVICES:</u> Organizations requesting funding for shelter support must operate an existing shelter that serves individuals or households experiencing domestic violence or, in the case of youth, those without safe housing alternatives. Agencies are expected to have established policies and

[1] Violence is defined as "an intentional use of physical force or power so as to injure, abuse, damage, or destroy oneself or another person, group, or community." (Madison Dane County Violence Prevention: A Road to Reducing Violence)

protocols for shelter operations, provide ongoing staff training, and promote practices that support staff well-being and self-care.

Programmatic Requirements:

- Provide a safe and secure physical space for individuals or households experiencing domestic violence, or for youth without access to safe housing alternatives.
- Maintain clearly defined policies and protocols to guide shelter operations and ensure consistent, high-quality service delivery.
- Offer ongoing training for shelter staff to enhance their capacity to provide trauma-informed, culturally responsive, and client-centered support.

Desired Measurable Outcomes:

- Sustained Safety: Percentage of individuals who remain in safe housing or report ongoing safety over a specified period following shelter stay.
- Percentage of individuals who report increased knowledge and confidence in planning for and maintaining personal safety after leaving the shelter.
- Individuals report feeling emotionally and physically safe while residing in shelter.
- Individuals report that services were accessible, inclusive, and responsive to their individual identities and lived experiences.
- Individuals report positive experiences with staff, citing culturally responsive, trauma-informed, and empathetic service delivery.
- Percentage of individuals who report that the services received met their cultural, linguistic, psychological, and physical needs.
- Number of individuals who successfully connected with and accessed referred services

Desired Measurable Outputs:

- Number of individuals served in shelter
- Number of Connections made to external services (e.g., housing, mental health, legal aid)
- Number of shelter staff who completed training in trauma-informed or culturally responsive care

Coordination and Resource Linkage:

The City of Madison is committed to building a comprehensive system of support for individuals and families experiencing crisis. Successful applicants will demonstrate strong connections to specific communities and/or geographic areas, along with established collaborations with key stakeholders such as the Community Safety Intervention Team, Public Health Madison & Dane County, Joining Forces for Families, Neighborhood Resource Teams, and other relevant service providers.

II. PREVENTION SERVICES & ACTIVITIES

The Prevention Services & Activities area focuses on upstream, community-rooted solutions that promote long-term safety, equity, and well-being for individuals, families, and communities. This funding area builds upon the former **Recovery & Stabilization** category, excluding resource service facilitation and case management, and reflects a shift toward proactive, holistic approaches.

Programs in this area should:

- Support the development of protective factors,
- Foster community connection and resilience,
- Promote long-term stability and safety, and
- Be culturally responsive and grounded in community needs.

Prevention services may include one-on-one support, community-building activities, and healing-centered practices that address the root causes of crisis and enhance overall well-being.

A. <u>COMMUNITY-BASED INDIVIDUAL/FAMILY SUPPORT</u>: These programs provide trauma-informed, coordinated support that helps individuals and families meet short-term basic needs and access services as they recover from a vulnerable or crisis situation. Services aim to help persons improve housing stability, gain access to health and legal services, enhance educational and employment outcomes, and improve overall personal and family well-being.

Programmatic Requirements:

- Demonstrated awareness of available community services and experience helping people navigate complex systems.
- Staff must develop individualized service plans informed by comprehensive client assessments.
- Ability to provide services that are culturally and linguistically responsive to the needs of diverse populations.
- Effective partnerships with other service providers to ensure coordinated and holistic care.
- Commitment to ongoing staff training, professional development, and continuous quality improvement.
- Capacity to manage fiscal responsibilities and meet all reporting requirements in accordance with City contract standards.
- Active participation in a City-facilitated community provider workgroup to support collaboration and shared learning.

Desired Measurable Outcomes:

- Individuals report increased confidence in navigating systems to meet health, legal, educational, or other personal needs.
- Individuals report increased ability to manage stress, trauma, or crisis situations.
- Percentage of individuals who report improved functioning in one or more life domains (e.g., housing stability, access to health and legal services, education, employment, or family well-being).
- Individuals report greater understanding of trauma, prevention, stress management, and coping strategies.
- Individuals report increased confidence in managing their own health and overall well-being.
- Percentage of individuals who report that the services received met their cultural, linguistic, psychological, and physical needs.
- Individuals report that services were accessible, inclusive, and responsive to their individual identities and lived experiences.
- Individuals report positive experiences with staff, citing culturally responsive, trauma-informed, and empathetic service delivery.

Desired Measurable Outputs:

- Number of client intakes completed.
- Number of individualized service plans developed.
- Number of cross-system referrals made to external providers or resources.
- Percentage of individuals demonstrating progress on two or more goals in their service plan.
- Number of individuals reporting the use of at least two new resources aligned with their individual needs.

Coordination & Resource Linkage:
Participation in the CIP workgroup cohort is required for all agencies receiving City funding. The cohort provides a space for collaborative learning, peer support, and alignment with City-wide goals and initiatives related to Crisis Intervention and Prevention services.

The City of Madison is committed to building a comprehensive system of support for individuals and families. To advance this goal, successful applicants will be those who demonstrate strong connections to specific communities and/or geographic areas, as well as established collaborations with key stakeholders such as:

- Public Health Madison and Dane County
- Joining Forces for Families
- Neighborhood Resource Teams
- Other relevant service providers

B. **<u>BUILDING COMMUNITY AND STABILIZATION:</u>** These programs provide community-wide or group-based activities that increase protective factors and reduce the likelihood of crisis, especially for communities disproportionately impacted by poverty and systemic inequity. Programs can target:

- Adults and families (e.g., literacy, legal aid, transportation)
- Youth ages 12–18 (e.g., non-violence training, conflict resolution)

Please note: *In the previous RFP, this youth-focused area was referred to as* ***Youth Restorative Justice****. For this funding cycle, the language has been updated to reflect a broader emphasis on* ***community-based prevention, healing, and engagement strategies for youth, ages 12–18****, who are outside the scope of formal diversion or justice system involvement.*

Examples of Eligible Program Types:

<u>For Adults and Families:</u>

- Programs that seek to create pathways out of poverty by addressing the root causes of crisis and strengthening individual, family, and community stability.
- Legal advocacy services or citizenship classes that help individuals navigate complex systems and strengthen personal or family stability.
- Community-based programs that foster trust-building, resource sharing, and a stronger sense of belonging, particularly in neighborhoods disproportionately impacted by systemic barriers.

For Youth (Ages 12–18):

- Conflict resolution, de-escalation, and non-violent communication skill-building to help youth navigate interpersonal challenges and reduce the risk of violence or school/system involvement.
- Development of pro-social attitudes, behaviors, and relationships that promote empathy, accountability, and healthy decision-making.
- Activities that foster community connection and trust among youth, increase their sense of belonging, and contribute to neighborhood stabilization by promoting consistent youth presence, reducing isolation, and strengthening relationships between youth, adults, and neighborhood resources.

Please note: *City funds are intended to complement, not duplicate, services already funded by Dane County. While Dane County supports formal restorative justice programming, such as municipal diversion services for youth ages 12–16, City funding will prioritize community-based, culturally responsive prevention and early intervention efforts that fall outside the scope of formal system diversion.*

Programmatic Requirements:

- Provide specialized information, training, or group-based activities tailored to target populations.
- Demonstrate the ability to recruit and retain participants, particularly from historically underserved populations.
- Deliver culturally and linguistically responsive, trauma-informed programming.
- Maintain partnerships with other service providers to expand reach and coordination.
- Collect and maintain detailed demographic and participation data.

Desired Measurable Outcomes:

All Ages:

- Individuals report an increased sense of trust, connection, and belonging within their communities.
- Individuals report improved social relationships, communication skills, and confidence participating in community activities and events.
- Individuals report overall improvement in well-being and life stability following program participation.
- Percentage of individuals who report that the services received met their cultural, linguistic, psychological, and physical needs.
- Individuals report that services were accessible, inclusive, and responsive to their individual identities and lived experiences.
- Individuals report positive experiences with staff, citing culturally responsive, trauma-informed, and empathetic service delivery.

Youth-Specific Outcomes:

- Improved positive communication skills and pro-social behaviors and attitudes among youth participants.
- Increased awareness of how conflict amongst youth affects families and communities.

- Decrease in incidents of violence or conflict involving participating youth
- Increased community stabilization as reported by youth and families (e.g., neighborhood cohesion, connectedness, and mutual support).

Desired Measurable Outputs:

All Ages:

- Total attendance at community events, sessions, groups, and/or meetings with individuals.
- Number of events, sessions, groups, and/or meetings with individuals.
- Number of certifications earned per training cohort.

Youth-Specific Outputs:

- Number of community-based youth program staff trained to support conflict resolution, de-escalation and positive communication skills.
- Number of youth trained to support conflict resolution, de-escalation and positive communication skills.
- Number of trauma-informed and culturally responsive individual, group, or family sessions delivered.
- Number of youth receiving trauma-informed and culturally responsive individual, group, or family sessions.

Coordination & Resource Linkage:
Participation in the CIP workgroup cohort is required for all agencies receiving City funding. The cohort provides a space for collaborative learning, peer support, and alignment with City-wide goals and initiatives related to Crisis Intervention and Prevention services.

The City of Madison is committed to building a comprehensive system of support for individuals and families. To advance this goal, the City invests in programs that provide community-wide or group-based activities designed to increase protective factors and reduce the likelihood of crisis, particularly in communities disproportionately impacted by poverty and systemic inequity. Successful applicants will demonstrate strong connections to specific communities and/or geographic areas, as well as established collaborations with key stakeholders such as governmental entities, community-based providers, and other relevant partners.

1.3 Applicant Type

Eligible applicants may submit proposals under one or both program types:
Crisis Intervention Support Services and **Prevention Services and Activities**.
Applicants must apply as one of the following:

1) **Single Agency:**
   An individual organization applying independently for funding under the CIP service area. This includes agencies that may collaborate programmatically with others but are not submitting a joint proposal.

   OR

2) **Joint/Multi-Agency:**
   Two or more eligible organizations applying together as a collaborative. For the purposes of this RFP:

- The **lead agency** will serve as the fiscal and administrative coordinator,
- **Joint/partner agencies** will participate in implementation as subcontractors.

The lead agency is responsible for submitting all application materials on behalf of the collaborative and will be the primary awardee of the contract.

Each program type has distinct implementation and reporting requirements. Applicants may apply for one or both types, and proposals should reflect best practices as outlined in this RFP, including clear roles, coordination strategies, and shared accountability where applicable.

1.4 Funds Available

Anticipated Funds
It is expected that at least $2,080,000 will be available for allocation to the crisis intervention and prevention programs beginning in 2026. Final funding authorization will be determined in the City of Madison budget process to be completed in November 2025. **Prior city funding of programs should *not* be considered a guarantee of future funding**.

Please note: **On average, City funding for programs accounts for 20% of total program costs. Strong proposals will leverage other funding sources.**

1.5 Allocation Recommendations

An Equitable Holistic Approach to Funding Recommendations
The Community Development Divisions RFP process is a competitive process in which community based organizations vie for limited funds within specific service area funding cycles. This request for proposals seeks to provide access to any agency interested in providing services. Moreover, the RFP process supports CDDs mission to provide high quality services through its partnerships with community-based organizations (CBOs), to administer equitable accountability measures, and to ensure transparency within funding processes.
In particular, CDD seeks to create opportunities for people in historically or currently marginalized populations who are living in poverty. With this intention, the City strongly encourages responses from organizations that are connected to, or have a history of success working with, low-income households, women, and those that are Black, Indigenous, People of Color (BIPOC), immigrants, and/or individuals who identify as Lesbian, Gay, Bisexual, Transgender, and Queer + (LGBTQ+).

1.6 Funding Recommendation Factors

Guiding Principles for Funding Decisions
To ensure the best possible use of limited funds, CDD utilizes a holistic approach with a focus on equity that takes several interrelated factors into consideration when developing funding recommendations.



Examples:	
Factor: Geography/Neighborhood	A program might be recommended for funding because it focuses on a neighborhood with fewer program opportunities.
Factor: Population Served	A program serving a specific population, not served or underserved in the current array of City-funded CIP service area. Programs, may be selected over another program serving the same area.

The underpinnings of this equitable holistic approach are driven by the following assumptions:

- **There exists no "one-size-fits-all" formula or equation when developing funding recommendations.** Contrary to a more regimented and formulaic scoring approach, where decisions are made solely using an application score, CDD's approach includes a more holistic view of needs across the community. In other words, the application is used to provide a better perspective to application reviewers of the services an agency delivers, while also taking into consideration how these services fit into the larger system of service provision in the City of Madison. This ensures that a wide range of factors beyond an agency's application are considered in order to place community need and equity at the forefront of decision making.

- **CBOs do not work in isolation, but in concert with other CBOs and within larger systems.** The City of Madison has a vested interest in providing services for all residents. Therefore, recommendations consider not only the specialized services provided by a CBO, but also how these services are inherently interrelated with those of other agencies. This creates an environment where the varying needs and priorities of all agencies, and the residents they serve, are considered.

  To achieve this goal, reviewers are encouraged to take a synergistic view of applications, where preference is placed on the creation of a portfolio of applicants who work together to better serve all residents of Madison. This stands in stark contrast to a more traditional comparative view within funding recommendation processes, in which applications are assessed solely by their adherence to an established benchmark or checklist within an application process.

- **No single or collection of variables listed above are inherently more important than others.** Assessment and recommendations are dependent upon the needs in the community, applicant

pool and quality of application. A single variable may play a pivotal role within deliberations for one agency to receive funding recommendations. That same variable may be of lesser importance within another application. This may be due to a myriad of reasons such as the geographic location of services, the population they serve, etc. (see image above).

Therefore, CDD staff will use a holistic approach informed by the review workgroup, quality of proposals and a range of quantitative and qualitative factors beyond an agency's application score creates an array of potential allocations. This approach emphasizes the interconnectedness of community organizations and their services and prioritizes agency sustainability and equitable service provision to Madison residents.

Please note: **Funding recommendations will be based on more than just proposal quality or application review scores.**

The City will also consider how proposed programs contribute to:

- A balanced mix of services across the full CIP service continuum,
- Equitable representation of specific demographic groups, and
- Geographic distribution across underserved neighborhoods in Madison.

This holistic approach ensures that funding decisions reflect both the strength of individual proposals and the overall goal of equitable, inclusive service delivery across the city.

1.7 Proposal Quality Review Criteria Summary

See Appendix A for detailed descriptions of each Proposal Quality Review Item

The scoring rubric for this RFP has been designed to ensure equity between single and joint applications. Joint (multi-agency) applications will be evaluated on additional partnership-related criteria and can earn up to 140 total points. Single agency applications will be scored on a 115-point scale but will have their responses weighted (approximately 1.2x) to allow for a comparable maximum score of 140 points.

PLEASE NOTE: **Funding recommendations will be based on both the quality of proposals and distribution of programs across the desired service continuum, demographic groups and geographically across the city (see factors above)**	**Relevant Question/ Document**	**Point Value**
Proposal Quality Review Item	**Part 1 Organizational Narrative**	
Organization History	1	**10**
Organization Experience with Type of Program	2	
Significant Changes in Organization	3	
Staff Experience, Education, Training and Support for Professional Development	4	**15**
Board and Staff Demographics	**Budget**	
JOINT/MULTI AGENCY APPLICATIONS ONLY		
Partnership History	5	**5**
Rationale for partnership	6	**5**

Division of labor	7	**5**
Anticipated Challenges	8	**5**
Experience with partnerships	9	**5**
Proposal Quality Review Item	**Part 2 Program Narrative(s)**	**Point Value**
Need for Program	1A	**5**
Program Goal Statement	1B	
Program Summary	1C	
Proposed Participant Population	2A	**10**
2024 Participant Demographics	2B	
Language Access and Cultural Relevance	2C	
Recruitment, Engagement, Intake and Assessment	2D	
Activities	3A	**15**
Program Schedule	3B	
Family Engagement	4A	**10**
Neighborhood/Community Engagement	4B	
Collaboration and Coordination	4C	**10**
Resource Linkage	4D	
Outputs – unduplicated participants and program hours	5A	**10**
Program Outcomes	5B	
Data Tracking	5C	
Program Location	6A	**15**
Equity Priority Area Alignment	6B	
Program Staffing	7	**15**
Budget – Excel Workbook	**Budget**	
TOTAL (Joint/Multi-Agency Applications)		**140**
TOTAL (Single Applications) *		**115**

SECTION 2: PROPOSAL SUBMISSION REQUIREMENTS

2.1 Response Format

Applicant agencies will utilize the application documents provided. The response to the RFP should be complete and comprehensive but succinct. Attachments or documents not specifically required should not be submitted. Proposals must be submitted by e-mail.

2.2 Letter of Intent and Application Workshop:

Applicants wishing to be considered for funding through the RFP process **must submit a Letter of Intent form** by **Monday, August 25, 2025, 4:30PM CST**, to CDDapplications@cityofmadison.com

All agencies that wish to submit proposals **must** attend an RFP Workshop, or schedule a conversation with City staff (Yolanda Shelton-Morris or Nancy Saiz) about their proposals by **8/25/25**.

Applications will NOT be accepted from entities that have not:
1) Submitted a Letter of Intent; and
2) Attended a workshop or consulted with staff about their proposals.

Contracts awarded through this RFP process will take effect beginning January 1, 2026, and may be extended annually through December 31, 2029, pending the continued authorization of funding in future City operating budgets and agencies' satisfactory completion of contract goals.

2.3 Required Information and Content of Proposals

Please include only the required submittals specified below. Additional materials will not be accepted.

- Part 1 - Organization Narrative Form
- Part 2 - Program Narrative Form
- Part 3 - Budget workbook
  - Budget Narrative Form – Joint/Multi-Agency applications only
- Letters of Commitment
  - Agencies listing a primary partner/collaborator in addition to any joint/partner applicant (See Program Narrative – Question 4c) for their program should include a letter of commitment/support from the agency partner highlighting the ways in which the agency will support the program.
- Fiscal Agent Form - Complete the form (if applicable).

All RFP application forms are available on the Community Development Division's website.

2.4 Application:

All documents-related information including the required application forms, additional information on contracting requirements, and updated timelines are available on the **City of Madison Community Development Division Funding Opportunities website.** If an applicant is not a 501c(3) organization it must identify a fiscal agent with which it will partner and complete and submit the Fiscal Agent form with their applications materials by the application due date. Fiscal agents will be required to meet with City staff. Please note, any written materials, including letters of support, brochures, pictures, or other materials not specifically requested in the application form will not be included in the information given to reviewers or committee members, or considered in the evaluation of proposals.

Proposals must be **received** by **4;30 p.m. on Monday, September 22nd, 2025**. *Please note, **proposals are time stamped electronically as they are received, not when they are sent. Proposals received after the deadline will not be considered. Each year, applicants are disqualified because proposals are not received on time, sometimes because of technical issues. Please don't wait until the last minute to submit your proposal.***

2.5 Eligibility and Collaborative Proposals:

1. Applicant

Eligibility is open to non-profit organizations and agencies that have obtained tax-exempt status under 26 USC 501(c)(3) OR groups that can secure, as fiscal agents, organizations that have obtained such status. Fiscal Agent information is available on the City of Madison Community Development Division Funding Opportunities website. Organizations that are identified to serve

as Fiscal Agents on behalf of applicants will be asked to indicate their understanding of the City's expectations and agreement to act on the applicant's behalf.

2. **Eligible Expenses**
   Eligible expenses include personnel, program/project supplies, space and special costs. No more than 20% of grant funds may be applied to overhead or administrative costs. In awarding grants, the City may identify specific uses for allocations. Capital expenses related to the purchase of vehicles or property are not eligible. All awarded funds must be utilized in the timeline outlined in resultant contracts. Expenses not incurred by the contract end date will not be reimbursed. Funds are available to only support programs, projects, or activities that will entirely, or primarily, benefit residents in the City of Madison.

3. **Collaborative Proposals**
   The City of Madison strongly encourages collaborative proposals that demonstrate meaningful, sustained partnerships between organizations. Collaborations should not only improve service coordination but also work intentionally to **reduce disparities in access, engagement, and outcomes**, particularly for historically underserved communities.

   All applicants submitting collaborative proposals must include a **Memorandum of Understanding (MOU)** for each partnering organization. These MOUs will be reviewed as part of the application scoring process and should:

   - Clearly define the role and responsibilities of each partner
   - Demonstrate how the partnership enhances service delivery and client outcomes
   - Reflect a history or plan for regular communication and shared decision-making
   - Articulate how the collaboration supports culturally responsive, equitable service access

   Strong collaborations will show evidence of:

   - Shared values around equity, trauma-informed care, and community empowerment
   - Joint planning or service delivery (not just referral-based relationships)
   - Efforts to increase service access in marginalized neighborhoods or for underrepresented groups

2.6 Contract and Reporting:

All allocated funds will be administered through the City of Madison, Community Development Division. Funded agencies will be required to submit a final program and expense report. If funded, the City of Madison reserves the right to negotiate the final terms of a contract with the selected organization. City purchases of service contracts include requirements regarding nondiscrimination, consideration of vulnerable populations, Affirmative Action, and mandatory insurance coverage. If you have any questions about these requirements, please contact the Community Development Division at 266-6520.

SECTION 3: GENERAL RFP ADMINISTRATIVE INFORMATION

3.1 Point of Contact

The RFP contact identified below is the sole point of contact regarding the RFP from the date of release of the RFP until selection of the successful proposer.

Yolanda Shelton-Morris, Community Resources Manager
Email: **yshelton-morris@cityofmadison.com**
Nancy Saiz, Community Development Specialist
Email: **nsaiz@cityofmadison.com**

All communications relating to this RFP must be directed to the designated contact for this RFP. All bidders, proposers, protestors or individuals acting on their behalf are hereby prohibited from attempting to persuade or influence any City agents, employees or any member of the relevant selection team, for or against a specific cause related to a pending solicitation, unless otherwise directed by the RFP contact.

3.2 Inquiries and Clarification of Specifications

Proposers shall carefully examine the bid and contract documents, correlate their observations with the RFP specifications, and exercise their own judgment as to the nature and scope of the work required. If applicable, visit the Department's website, CDD Funding Opportunities. Consider federal, state and local laws and regulations that may affect cost, progress, performance or furnishing of the work.

Proposers shall immediately notify the RFP contact of any questions, exceptions, clarification of any ambiguity, error, conflict, discrepancy omission or other deficiency or additions they have concerning the RFP document. Failure to do so will be at bidder's own risk.

This RFP will serve as the basis for or will become part of the resulting agreement. No plea of ignorance of conditions or difficulties that exist or may hereafter arise in the execution of the work under this contract as a result of failure to make necessary examinations and investigations, shall be accepted as an excuse for any failure or omission on the part of the bidder to fulfill the requirements of the contract.

3.3 Addenda / Official Communication

During the solicitation process for this RFP, all official communication between the City and proposers will be made via the Community Development Division Funding Opportunities website. The City will post such notices, which will include, but not be limited to, addenda for any modifications to administrative or performance requirements, clarifications to requirements, and the announcement of the apparent winning proposer(s). It shall be the responsibility of the proposers to regularly monitor this website for any such postings. Failure to retrieve such addenda and include their appropriate provisions in your response, may result in your proposal being disqualified.

3.4 Oral Presentations / Site Visits / Pre-Bid Meetings

Proposers may be asked to attend pre-bid meetings, make oral presentations, or make their facilities available for a site inspection as part of this request for proposal process. Such presentations, meetings or site visits will be at the proposer's expense.

3.5 Acceptance/Rejection of Proposals

1. The City reserves the right to accept or reject any or all proposals submitted, in whole or in part, and to waive any informalities or technicalities, which at the City's discretion is determined to be in the best interests of the City. Further, the City makes no representations that a contract will be awarded to any proposer responding to this request. The City expressly reserves the right to reject any and all proposals responding to this invitation without indicating any reasons for such rejection(s).
2. The City reserves the right to postpone due dates and openings for its own convenience and to withdraw this solicitation at any time without prior notice.

3.6 Incurring Costs

This request for proposals does not commit the City to award a contract, pay any costs incurred in preparation of proposals, or to procure or contract for services or equipment.

3.7 Proposer Qualifications

The City of Madison may make such investigations as it deems necessary to determine the ability of the proposer to perform the work, and the proposer shall furnish to the City all such information and data for this purpose, as the City may request. The City reserves the right to reject any proposal if the evidence submitted by, or investigated of, such proposer fails to satisfy the City that the proposer understands the full scope of work and is properly qualified to carry out the obligations of the contract and to complete the work contemplated herein.

3.8 Proposal Content

The required proposal documents are outlined in section 2.2 of this document. Additional information may include references, on-site visits or oral presentations. Failure to respond to each of the requirements in the RFP may be the basis for rejecting a response.

Elaborate proposals (e.g. expensive artwork, news stories, and letters of support) beyond information required to present a complete and effective proposal, are not necessary or desired. Information provided by the applicant in addition to the required proposal may not be considered in the evaluation of the proposal.

3.9 Withdrawal or Revision of Proposals

1. A proposer may, without prejudice, withdraw a proposal submitted at any point in the process by requesting such withdrawal in writing (email is sufficient) to the RFP contact.
2. Proposals may not be modified or altered after the deadline.

3.10 Sample Contract Documents

A sample CDD Purchase of service Contract is available on the CDD Funding Opportunities website.

3.11 Designation of Proprietary Information

Proposers are hereby notified that all information submitted in response to this RFP may be accessible to the public through the Community Development Division website and/or made available for public inspection according to public records laws of the State of Wisconsin or other applicable public record laws. Therefore, proposers are encouraged to refrain from submitting information that cannot be open for public inspection. However, if proposers must include information deemed confidential and proprietary by the proposer, proposer must comply with these instructions:

1. All restrictions on the use or inspection of data contained within a proposal shall be requested prior to submission of the proposal itself. Written requests for confidentiality shall be submitted to the RFP contact by the proposer prior to the proposal submission date.
2. Requests shall use the following process:
   - Email or phone the RFP contact to discuss your concern.
   - Any information to be considered confidential or proprietary must clearly be stated.

- Any information to be considered confidential or proprietary must be separated from the rest of the proposal. Co-mingling of confidential/proprietary and other information is not acceptable.
- Applicants may be asked to submit a written request for information to be considered confidential or proprietary. Provide specific information related to the claim for confidential and proprietary information including: RFP section, page number, topic and specific concern that supports claim.

3. Allocation requests always become public information through the selection committee process. Information usually cannot be kept confidential unless it involves a trade secret as defined in S.134.90(1)(c), Wis. Stats. Any information that will be included in any resulting contract cannot be considered confidential. A proposal, in its entirety, will not be considered confidential and/or proprietary.
4. Proprietary information submitted in a proposal, or in response to the RFP, will be handled in accordance with the applicable Wisconsin State Statute(s). However, the City cannot ensure that the information will not be subject to release if a request is made under applicable public records laws. The City will not provide advance notice to a proposer prior to release of any requested record.
5. The Selected Contractor agrees to hold the City harmless for any damages arising out of the release of any material unless they are specifically identified. In the event the designation of confidentiality of this information is challenged, the Selected Contractor also agrees to provide legal counsel or other necessary assistance to defend the designation of confidentiality and, further, agrees to hold the City harmless from any penalties, costs, damages and fees, including attorney's fees, awarded to the requestor and ordered to paid by the City, in any such legal action.
6. To the extent permitted by law, it is the intention of the City to withhold the contents of the proposal from public view until such times as competitive or bargaining reasons no longer require non-disclosure, in the opinion of the City. At that time, all proposals will be available for review in accordance with the Wisconsin Open Records Law.

3.12 Contract for Purchase of Services

Proposers are responsible for reviewing contract for purchase of services prior to submission of their bid. A sample Contract for Purchase of Services shall serve as the basis of the contract resulting from this RFP and is available on our Contract Requirements web page. The terms of described on this website shall become contractual obligations following award of the RFP. By submitting a proposal, proposers affirm their willingness to enter into a contract containing these terms.

3.13 City of Madison Additional Standard Terms and Conditions

Proposers are responsible for requesting and any potential Additional Standard Terms and Conditions prior to submission of their proposal. City of Madison Additional Standard Terms and Conditions are the minimum requirements for the submission of Proposals.

3.14 Proposal Evaluation and Award

1. PRELIMINARY EVALUATION

   Submitted proposals will be reviewed for completeness and compliance with RFP guidelines. All incomplete RFP submissions may be determined nonresponsive and removed from further consideration. To be considered complete, RFPs shall include all required submittals and shall be signed and dated. In the event that no submissions meet all of the RFP

requirements, the City of Madison reserves the right to continue the evaluation of the proposals that most closely meet the requirements.

2. PROPOSAL EVALUATIONS, INTERVIEWS AND/OR SITE VISITS
City staff and the designated RFP review group will make recommendations to the Common Council following the evaluation of the proposals which may include presentations, site visits and interviews, if deemed necessary, with some or all of the proposers. However, the City may make preliminary selection(s) on the basis of the original proposals only, without negotiation, interviews and/or site visits with any proposers. If presentations, interviews and/or site visits are conducted, the RFP review group may choose to assign additional points for these processes or re-evaluate, re-rate and/or re-rank the finalists' proposals based upon the written documents submitted and any clarifications offered in the interviews.

3. BEST AND FINAL OFFER
The designated Selection Committee may request best and final offers from one or more proposers determined to be reasonably susceptible to being selected for award for the purpose of clarification to assure full understanding of, and responsiveness to, the solicitation requirements. Proposers shall be accorded fair and equal treatment with respect to any opportunity for discussion and revision of proposals, and such revisions may be permitted after submissions and prior to award for the purpose of obtaining best and final offers. If best and final offers are requested, they will be evaluated against the stated criteria, scored and ranked. The City reserves the right to negotiate the terms of the contract, including the award amount, with the selected proposer(s) prior to entering into a contract. If contract negotiations cannot be concluded successfully with the selected proposer(s), the City may negotiate a contract with the next highest scoring proposer.

4. CLARIFICATION OF PROPOSALS
During the evaluation of proposals, the City reserves the right to contact any or all proposers to request additional information for purposes of clarification of RFP responses, reject proposals which contain errors, or at its sole discretion, waive disqualifying errors or gain clarification of error or information.

5. PRICE AND/OR COST ANALYSIS
The City reserves the right to conduct a price and/or cost analysis to determine if the price is fair and reasonable. If only one responsive proposal is received, a detailed price and/or cost analysis may be requested of the single proposer. Proposers shall cooperate as needed with the City's efforts to perform said analyses.

6. NEGOTIATION
The City reserves the right to negotiate final fees and scope of services with the selected Contractor.

7. PROCESS
At any phase, the City reserves the right to terminate, suspend or modify this selection process; reject any or all submittals; and waive any informalities, irregularities or omissions in submittals, all as deemed in the best interests of the City.

8. COMMUNICATION WITH SELECTION COMMITTEE
Proposers may not contact members of the Selection Committee at anytime during the evaluation process, except at the City of Madison CDD request.

9. RIGHT TO REJECT PROPOSALS AND NEGOTIATE CONTRACT TERMS
The City reserves the right to reject any and all proposals and to negotiate the terms of the contract, including the award amount, with the selected proposer(s) prior to entering into a contract. If contract negotiations cannot be concluded successfully with the selected proposer(s), the City may negotiate a contract with the next preferred proposer.

City of Madison

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

Master

File Number: 88559

File ID:	88559	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	PLAN COMMISSION
				File Created Date :	05/30/2025
File Name:	CSM - 3565 Tulane Ave			**Final Action:**	

Title: Approving a Certified Survey Map of property owned by Common Grace, LLC located at 3565 Tulane Avenue (District 15).

Notes:

CC Agenda Date: 08/05/2025

Agenda Number: 57.

Sponsors: Planning Division

Effective Date:

Attachments: CSM Application.pdf, Letter of Intent.pdf, Proposed CSM.pdf, Public Comment 7-10-25.pdf, Link to Rezoning Ord File 88718

Enactment Number:

Author:

Hearing Date:

Entered by: tparks@cityofmadison.com

Published Date:

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	5/30/2025	Maggie McClain	Delegated	
Notes:	Delegated: Out Of Office				
1	2	6/2/2025	Christine Koh	Delegated	
1	3	6/2/2025	Maggie McClain	Approve	6/6/2025

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Planning Division	05/30/2025	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Plan Commission (7/28/25), Common Council (8/5/25)					
1	COMMON COUNCIL	06/17/2025	Referred	PLAN COMMISSION		07/28/2025	
	Action Text:	This Resolution was Referred to the PLAN COMMISSION					

1	PLAN COMMISSION	07/28/2025	RECOMMEND TO COUNCIL TO ADOPT WITH CONDITIONS - REPORT OF OFFICER	Pass

Action Text: A motion was made by Solheim, seconded by Glenn, to RECOMMEND TO COUNCIL TO ADOPT WITH CONDITIONS - REPORT OF OFFICER. The motion passed by voice vote/other.

Notes: On a motion by Commissioner Solheim, seconded by Alder Glenn, the Plan Commission found the standards met and voted to recommend to Council to adopt the resolution approving the certified survey map subject to the conditions in the staff report. The motion passed by voice vote/other.

Text of Legislative File 88559

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 Common Grace, LLC located at 3565 Tulane Avenue (District 15).

Body
WHEREAS a Certified Survey Map of property owned by Common Grace, LLC located at 3565 Tulane 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

5/27/25 11:44 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: Common Grace, LLC Representative, if any: Rev. Staci Marrese-Wheeler

Street address: 3565 Tulane Avenue City/State/Zip: Madison, WI 53714

Telephone: 608-249-1973 Email: staci@commongracemadison.org

Firm Preparing Survey: Wyser Engineering Contact: Adam Watkins

Street address: 300 East Front Street City/State/Zip: Mount Horeb, WI 53572

Telephone: 608-437-1980 Email: adam.watkins@wyserengineering.com

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: 3565 Tulane Avenue

Tax Parcel Number(s): 071009205016

Zoning District(s) of Proposed Lots: Current: TR-C2; Proposed: 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			
Retail/Office	1		0.86
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		

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.)

☐ **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.

☐ **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: DAVID A OLSON Signature: [signature]

Date: 23 MAY 2025 Interest In Property On This Date: PRESIDENT, COMMON GROUND BOARD

THRESHOLDBUILDS

Threshold Builds
2020 Eastwood Drive, Suite 100
Madison, WI 53704

27 May 2025

Meagan Tuttle, AICP
Director, Planning Division
City of Madison Department of Planning & Community & Economic Development
215 Martin Luther King Jr. Blvd | Suite 017
PO Box 2985
Madison, WI 53701

RE	Letter of Intent | Land Use Application and UDC
PROJECT	Eastmorland Community Center + Housing
SITE	3565 Tulane Avenue
TB PROJECT NO.	24-0012

Dear Ms. Meagan Tuttle,

The following is submitted together with the plans and application for review by the Urban Design Commission, Plan Commission, and Common Council. We are requesting a lot combination via CSM, a zoning map amendment from TR-C2 to PD, and demolition permit.

PROJECT TEAM

Owner
Common Grace, LLC
3565 Tulane Avenue
Madison, WI 53714
Staci Marrese-Wheeler
staci@commongracemadison.org

Development Consultant
Threshold Sacred Development
2020 Eastwood Drive, Suite 100
Madison, WI 53704
Tyler Krupp
tyler@thresholdsacred.com

Architect and Builder
Threshold Builds
2020 Eastwood Drive, Suite 100
Madison, WI 53704
Sean Meyers
seanmeyers@thresholdbuilds.com

Civil Engineer
Wyser Engineering
300 East Front Street
Mount Horeb, WI 53572
Adam Watkins
adam.watkins@wyserengineering.com

Landscape Architect
Bernau Design
3901 Saint Clair Street
Madison, WI 53711

Design Consultant
Art & Sons
2020 Eastwood Drive, Suite 100
Madison, WI 53704
Scott Pauli
scott@artandsons.com

INTRODUCTION

The subject property is currently zoned Traditional Residential-Consistent 2 District (TR-C2) and is within the Transit-Oriented Development Overlay District (TOD). The proposed project would require the site to be rezoned to a Planned Development District (PD) to accommodate the proposed uses of housing, retail, and a community center.

LOCATION

The subject property is 3565 Tulane Avenue. The triangular-shaped property is bounded north by Tulane Avenue, to the east by Ogden Street, and to the south by Hargrove Street. Existing improvements include a 1-story building serving primarily as a community center and place of worship. The subject property is in Aldermanic District 15 and located within the boundary of the Eastmorland Community Association.

PROJECT DESCRIPTION

Common Grace is planning to develop their property into a multi-use site known as the Eastmorland Community Center + Housing project. The development will include missing middle-scale workforce housing, a community center, and retail space. The community center will contain space for a myriad of community-based groups, organizations, and users, but is also meant to serve as a third space for general community gathering. The community center is estimated to be approximately 7,000 square feet.

The housing portion of the development will be developed as low-rise workforce housing. Commonly referred to as missing-middle housing, this style of housing proposed was once commonplace offering enough density to increase affordability but also being compatible in scale and form with single-family home neighborhoods. Common Grace intends on operating such housing as workforce housing, or close to 80% of the area-median income, from day one. The housing is estimated to include 26 multifamily homes with a mix of studios, 1-bedroom, 2-bedroom, and 3-bedroom units.

DESIGN

The proposed site contains two main buildings: the community center and retail building to the west and the housing building to the east. The two buildings are pushed to the north and are separated as far apart as possible, while maintaining comfortable setbacks at the edges, to create and shape space for a shared commons or public courtyard / plaza between the two. Both the community center and housing will have direct access to the shared commons, which is envisioned as spill-out space for the community center, patio space for the retail user, outdoor space for the housing residents, and for outdoor events such as farmer's markets. The site also contains approximately 19 off-street surface parking spaces. Vehicular site access will be from Hargrove Street, which will also be the main entry for the community center.

Eastmorland Community Center and Retail Building Design

The community center building will offer a wide range of flexible and functional spaces, including a formal space with a balcony for larger gatherings and performances and an informal space designed for more everyday use and to serve as the “living room” or “third space” of the neighborhood. The two large spaces will be able to open up to one another for special occasions when a larger space is needed. Other spaces include a commercial kitchen, a food pantry, an art room, a music room, and some dedicated offices. A retail space is being proposed on the lower level (Ethical Trade Company).

Housing Building Design

The housing is imagined as a three-story walk-up style apartment fronting Ogden Street. The building is setback approximately 10’ towards the intersection of Ogden and Hargrove and it steps back to an 18’ setback at the intersection of Ogden and Tulane. We did this to soften the three-story façade along Ogden and also to create a larger vision triangle at Tulane. There are 8 flats on the ground level, each will have private exterior access with landscaped semi-private patio space and dedicated bike parking. The remaining homes are accessed via exterior stairs towards the center of the property with extra-wide exterior egress balconies which will serve an egress component, but also offer covered outdoor space large enough for patio furniture for each home. The housing building will also have a small community room on the ground level with space for lounging, bicycle storage, parcel and mail delivery, laundry, and co-working space. This common space will have direct access from Ogden and will flow through to the central commons / plaza.

The building’s massing incorporates two step-backs, which breaks up the building along Ogden into 3 pieces. The housing building’s community room space is accessible from both the plaza and Ogden, creating connection through the building. A central idea of the owner is the concept of curves and arches. Curves are present in the unique shape of the site and we are adding subtle curves at select outside and inside corners to add visual interest as well as to soften the building’s corners. The exterior materials of the building incorporate corrugated metal, lap siding, and wood. Being that this is workforce housing, we are exploring a palette of humble materials and relying on patterns, scale, and shadow lines inherent in the materials to compose an exterior architecture that is interesting and relates to the whole.

Site Design

The focal point of the site design is the commons or plaza area towards the north (central to the site) that is shaped by the community center and housing buildings. The plaza is the main node connection all the activity at the site. The plaza will be multi-functional space with potential outdoor events such as farmer’s markets, weddings, or general community gathering and spill-out space for the community center and provides outdoor space for the housing occupants. To the south of the plaza is surface parking, which shall be screened from both Hargrove and Tulane. The surface parking is also located adjacent to the plaza to

allow for larger outdoor events for special occasions that require more space such as food truck hosting and block parties.

Other site design features include community garden plots to the south of the housing where residents or community members can grow vegetables together. We are imagining utilizing native plantings, rainwater gardens, and edible landscapes throughout the site. At the intersection of Hargrove and Tulane, we are imagining a small meditative garden with an art piece made from the repurposed copper spire on the existing building. The project provides abundant bicycle parking scattered across the site and at the interior of the housing building; We feel this is especially important considering the proximity to the Capital City Trail.

PLANNED DEVELOPMENT – STANDARDS AND OBJECTIVES

We believe our proposed project meets the standards and objectives of the PD district. We worked with city staff and ultimately concluded that with the varying uses we are proposing (community center, retail, housing), there was no underlying zoning district that would satisfy all of the requirements of our site located in the TOD. We understand that a PD is to be used rarely, but we feel our development alignment with the comprehensive plan (see below) make it a good candidate. We feel our development aligns with several specific objectives of the PD, as outlined below:

- (a) Sustainable Development
    - We are proposing the following:
        - Solar ready, or solar panels provided on the roof of either building;
        - EV chargers in excess of ordinance requirements;
        - Incorporation of native plantings, low-impact development stormwater management techniques;
        - While we are not targeting a specific building certification, our team of passive house experts are targeting strategies that will drastically improve our building's airtightness and energy consumption; and
        - incorporation energy-recovery ventilation with advanced MERV filtration and low-or-no-VOC materials and finishes for healthy interiors.
- (b) Integrated Land Uses
    - Our proposed project integrates many land uses in a neighborhood that offers amenities and access. We have a mixture of housing, community-based uses, and retail. The neighborhood has excellent linkages to schools, parks, transit, bicycle paths, and large employment centers—it make sense to add housing density here.
- (e) Suitably Located and Usable Public Facilities and Open Space
    - The main purpose of this development is to add a large community gathering space – it is meant to create space for people to interact. We are creating indoor and outdoor space for this interaction.
- (f) High-Quality Development Aligned with Comprehensive Plan

- We feel the community center, retail, and workforce housing components align immensely with the comprehensive plan.

PLANNED DEVELOPMENT – REZONING REQUEST JUSTIFICATION

The latest City of Madison Comprehensive Plan's Generalized Future Land Use Map labels the subject site as Special Institutional (SI), but further states that, "*Buildings that include places of worship, schools, and other institutions may be optimal for adaptive reuse or redevelopment with residential uses when the institutional use(s) relocate, cease to exist, or perhaps remain as part of a redevelopment. These sites are often embedded in residential areas, and are typically larger than most surrounding residential lots, making them good candidates for more intensive residential development. Redevelopment with Low-Medium Residential (LMR) uses is appropriate.*" In our project's case, our user is remaining as part of the development, adding a community center, and building workforce housing. The comprehensive plan states that LMR housing uses should be 1-3 stories and under 31 units per acre of density, our proposed project meets both of these requirements (the project is 3 stories and is at 30 dwelling units per acre).

Our project aligns with many additional stated goals of the latest City of Madison Comprehensive Plan. Some of those strategies in the neighborhood and housing category include the following:

- Complete neighborhoods offer a range of housing types, well-connected streets, public spaces, connected parks, paths, greenways, schools, worship, transit and bicycle access: Our proposed project provides housing in an area that offers these amenities.
- Wider mix of housing types and sizes: Our project proposes missing-middle, or low-rise high-density housing in a walkable neighborhood with nearby amenities.
- Increase the amount of housing: Our proposed project increases housing density, but in a comfortable manner.
- Lower priced housing: Our project is targeting workforce housing from day one.
- Food access that is both nutritious and affordable: The community center will be adding a food pantry and the overall development is encouraging community gardening and planning for farmer's market events. Our project site is also near existing groceries such as Woodman's.

CITY AND NEIGHBORHOOD INPUT

The project team has notified the alder and neighborhood association of our intent to file a land use application for a rezoning and demolition of the existing building. The project team has been working with various community stakeholders and city staff for several years on this project. We gave a formal presentation to the Eastmorland Community Association on November 19, 2024 and an updated presentation on April 8, 2025. Those in

attendance at the first meeting were largely in support and inspired by the project's aims. We also met with the city's Development Assistance Team on March 13, 2025.

DEMOLITION STANDARDS

The existing building no longer meets the needs of the owner. The spaces are not large enough and are too fragmented. More importantly there is deferred maintenance issues that would be too costly to address as well as issues with basement water management. Every spring the roof leaks, and there are cracks in the basement foundation wall system. We intend on re-using as much of the existing materials as is feasible. The project team will submit a re-use and recycling plan to the city. The building was built circa 1953; the architect was Siberz, Purcell, Cuthbert & Newcomb. An addition was completed circa 1954 by Siberz, Purcell, Cuthbert. Another addition was completed circa 1958 by Edward Tough. The building is not a landmark and is not in a landmark district nor does the building have any historical significance. We believe the demolition standards can be met for this proposed demolition.

PROPOSED DEVELOPMENT DATA

<u>Site Areas</u>	
Lot Area:	37,520 sf (0.86 acres)
Dwelling Units:	26
Lot Area/Dwelling Unit:	1,443 sf
Density:	30.19 dwelling units/acre
Usable Open Space:	21,982 sf
Open Space/Dwelling Unit:	845 sf
Building Footprints, Aggregate	10,297 sf
Vehicular Impervious	5,241 sf
Lot Coverage:	15,538 sf
<u>Building Height</u>	
Height:	3 stories / 37'-4 1/2"
<u>Building Areas</u>	
Building A - Housing:	18,588 gsf (6,196 gsf per level)
Building B - ECC:	7,236 gsf (6,628 net sf)
<u>Dwelling Unit Mix</u>	
Studios:	18
1-Bedroom:	3
2-Bedroom:	4
3-Bedroom:	1
Total:	26
<u>Parking – Vehicular</u>	
Surface parking provided:	19 spaces
Parking required:	0 spaces (TOD)
Structured parking:	-

Parking – Bicycle

Housing:	24 spaces (14 vertical, 10 horizontal)
Exterior	38 spaces (horizontal)
Total bicycle spaces:	62 spaces

EV Charing Spaces

EV Ready Spaces (20%):	4 spaces required / 4 spaces provided
EV Installed Spaces (4%):	1 space required / 2 spaces provided

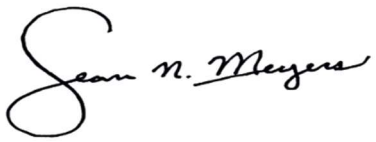
PROJECT SCHEDULE

The proposed schedule is to commence construction in September 2025.

CONCLUSION

Thank you for your time and consideration reviewing our proposed project. We look forward to your support and feedback.

Sincerely,

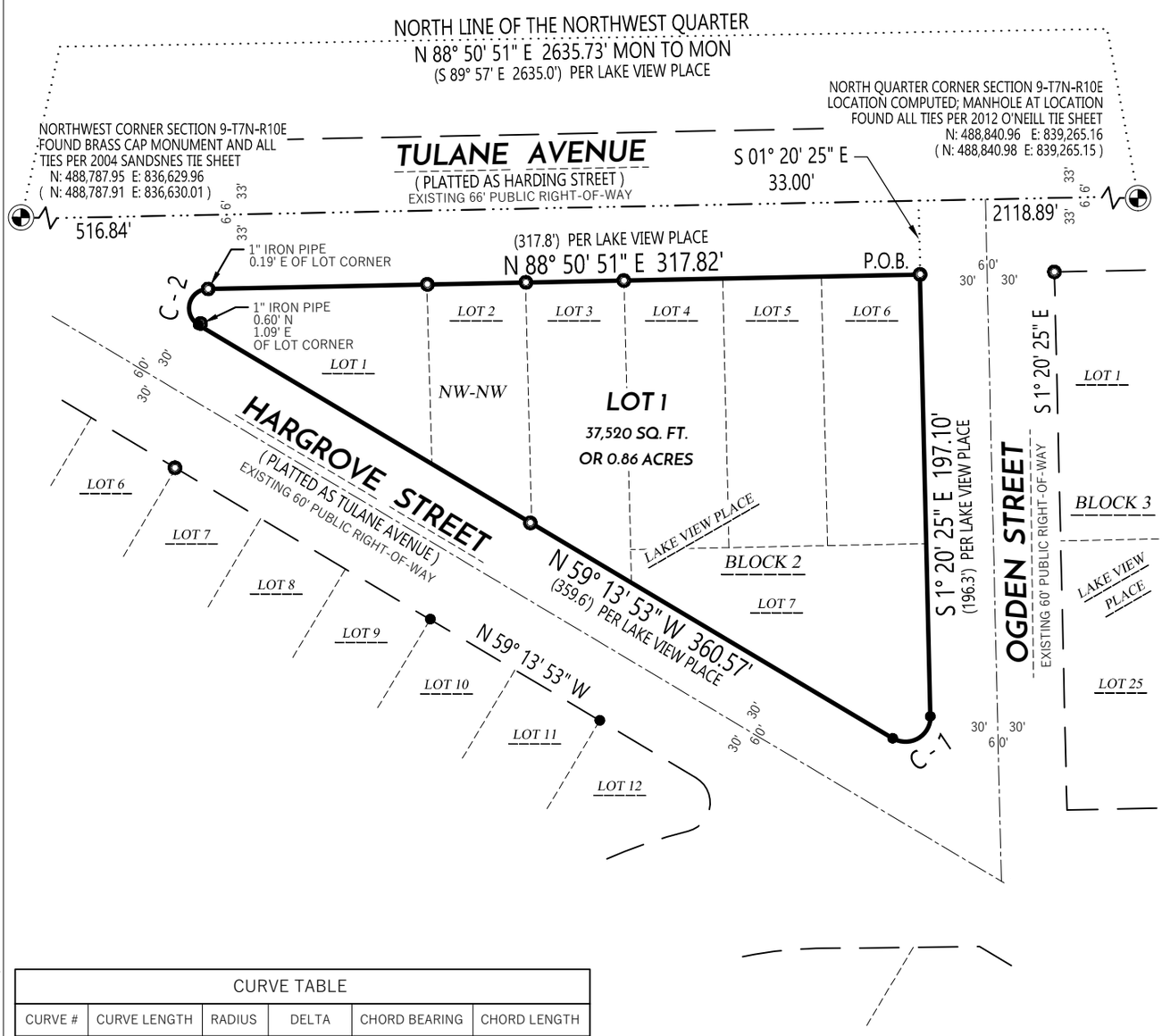


Sean Meyers, RA, NCARB, CPHC

Principal

CERTIFIED SURVEY MAP NO._____

A CONSOLIDATION OF LOTS 1, 2, 3, 4, 5, 6, AND 7, BLOCK 2, LAKE VIEW PLACE, RECORDED IN VOLUME 7, PAGE 21, AS DOCUMENT 516609, BEING LOCATED IN THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 9, TOWNSHIP 7 NORTH, RANGE 10 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN.



CURVE TABLE					
CURVE #	CURVE LENGTH	RADIUS	DELTA	CHORD BEARING	CHORD LENGTH
C-1	23.66'	11.10'	122° 06' 32"	S 59° 42' 51" W	19.43' (19.3')*
C-2	22.23'	8.60'	148° 04' 44"	N 14° 48' 29" E	16.54' (16.55')*

* RECORD CHORD LENGTH PER LAKE VIEW PLACE

LEGEND

- SECTION CORNER FOUND / RECOVERED
- 3/4" REBAR FOUND
- 1" IRON PIPE FOUND
- CSM BOUNDARY
- RIGHT-OF-WAY LINE
- CENTERLINE
- SECTION/QUARTER LINE
- PLATTED LINE
- EXISTING EASEMENT
- ( ) RECORDED INFORMATION

NOTES:

1. FIELD WORK PERFORMED BY WYSER ENGINEERING, LLC. ON THE WEEKS OF MARCH 12-14TH, AND 17TH 2025.
2. NORTH REFERENCE FOR THIS CERTIFIED SURVEY AND MAP ARE BASED ON THE WISCONSIN COORDINATE REFERENCE SYSTEM, WISCRS DANE, NAD 83 (2011), GRID NORTH. THE NORTH LINE OF THE NORTHWEST QUARTER OF SECTION 9, T7N, R10E, BEARS N 88°50' 51" E
3. THIS PARCEL IS SUBJECT TO ALL EASEMENTS AND AGREEMENTS, BOTH RECORDED AND UNRECORDED.
4. SEE SHEET 2 OF 4 FOR FURTHER DETAILS ON FEATURES.

NORTH

0' 35' 70'

WISCONSIN
ZACHARY M. REYNOLDS
S-3223
MOUNT HOREB
WISCONSIN
PROFESSIONAL LAND SURVEYOR

WYSER ENGINEERING

PREPARED BY:
WYSER ENGINEERING
300 EAST FRONT STREET
MOUNT HOREB, WI 53572
www.wyserengineering.com

PREPARED FOR:
COMMON GRACE, LLC
STACI MARRESE-WHEELER
3565 TULANE AVENUE
MADISON, WI 53714

SURVEYED BY: MAL
DRAWN BY: SCH
CHECKED BY: ZMR
APPROVED BY: ZMR

PROJECT NO: 25-1399
SHEET NO: 1 of 4

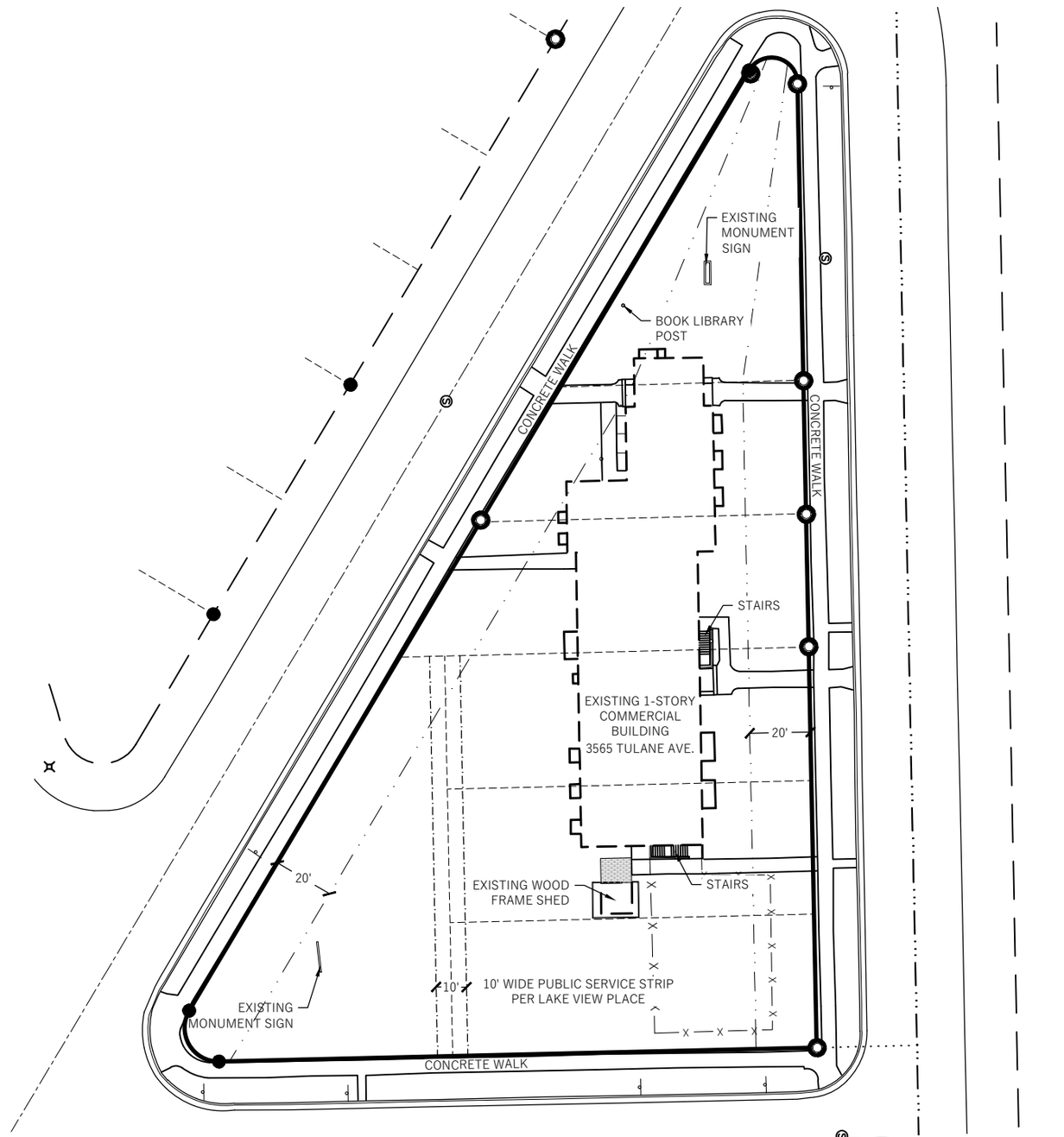
VOL. _____ PAGE _____
DOC. NO. _____
C.S.M. NO. _____

File: W:\2025\251399_Threshold Builds – 3565 Tulane Ave, Madison\dwg\251399_CSM.dwg Layout: CSM 1 OF 4 User: zreynolds Plotted: May 27, 2025 – 9:39am

*CERTIFIED SURVEY MAP NO.*_____

A CONSOLIDATION OF LOTS 1, 2, 3, 4, 5, 6, AND 7, BLOCK 2, LAKE VIEW PLACE, RECORDED IN VOLUME 7, PAGE 21, AS DOCUMENT 516609, BEING LOCATED IN THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 9, TOWNSHIP 7 NORTH, RANGE 10 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN.

EXISTING IMPROVEMENTS AND EASEMENTS DETAIL



LEGEND

- SECTION CORNER FOUND / RECOVERED
- 3/4" REBAR FOUND
- 1" IRON PIPE FOUND
- CSM BOUNDARY
- RIGHT-OF-WAY LINE
- CENTERLINE
- SECTION/QUARTER LINE
- PLATTED LINE
- EXISTING EASEMENT
- EXISTING BUILDING
- BUILDING SETBACK LINE
- EDGE OF ASPHALT
- EDGE OF CONCRETE
- ( ) RECORDED INFORMATION

NOTES:

1. FIELD WORK PERFORMED BY WYSER ENGINEERING, LLC. ON THE WEEKS OF MARCH 12-14TH, AND 17TH 2025.
2. NORTH REFERENCE FOR THIS CERTIFIED SURVEY AND MAP ARE BASED ON THE WISCONSIN COORDINATE REFERENCE SYSTEM, WISCRS DANE, NAD 83 (2011), GRID NORTH. THE NORTH LINE OF THE NORTHWEST QUARTER OF SECTION 9, T7N, R10E, BEARS N 88°50' 51" E
3. THIS PARCEL IS SUBJECT TO ALL EASEMENTS AND AGREEMENTS, BOTH RECORDED AND UNRECORDED.

WISCONSIN
ZACHARY M. REYNOLDS S-3223 MOUNT HOREB WISCONSIN
PROFESSIONAL LAND SURVEYOR

WYSER ENGINEERING

PREPARED BY:
WYSER ENGINEERING
300 EAST FRONT STREET
MOUNT HOREB, WI 53572
www.wyserengineering.com

PREPARED FOR:
COMMON GRACE, LLC
STACI MARRESE-WHEELER
3565 TULANE AVENUE
MADISON, WI 53714

SURVEYED BY:	MAL
DRAWN BY:	SCH
CHECKED BY:	ZMR
APPROVED BY:	ZMR
PROJECT NO:	25-1399
SHEET NO:	2 of 4

VOL. _____ PAGE _____
DOC. NO. _____
C.S.M. NO. _____

File: W:\2025\251399_Threshold Builds – 3565 Tulane Ave, Madison\dwg\251399_CSM.dwg Layout: CSM 2 OF 4 User: zreynolds Plotted: May 27, 2025 – 9:38am

*CERTIFIED SURVEY MAP NO.*_____

A CONSOLIDATION OF LOTS 1, 2, 3, 4, 5, 6, AND 7, BLOCK 2, LAKE VIEW PLACE, RECORDED IN VOLUME 7, PAGE 21, AS DOCUMENT 516609, BEING LOCATED IN THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 9, TOWNSHIP 7 NORTH, RANGE 10 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN.

LEGAL DESCRIPTION

A CONSOLIDATION OF LOTS 1, 2, 3, 4, 5, 6, AND 7, BLOCK 2, LAKE VIEW PLACE, RECORDED IN VOLUME 7, PAGE 21, AS DOCUMENT 516609, BEING LOCATED IN THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 9, TOWNSHIP 7 NORTH, RANGE 10 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN. DESCRIBED MORE PARTICULARLY AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF AFORESAID SECTION 9, THENCE ALONG THE NORTH LINE OF THE NORTHWEST QUARTER OF SAID SECTION 9 NORTH 88 DEGREES 50 MINUTES 51 SECONDS EAST, 516.84 FEET;
THENCE SOUTH 01 DEGREES 20 MINUTES 25 SECONDS EAST, 33.00 FEET TO THE POINT OF BEGINNING.

THENCE ALONG THE WEST RIGHT OF WAY LINE OF OGDEN STREET SOUTH 01 DEGREES 20 MINUTES 25 SECONDS EAST, 197.10 FEET TO THE START OF A TANGENT CURVE;
THENCE 23.66 FEET ALONG THE ARC OF A CURVE TO THE RIGHT HAVING A RADIUS OF 11.10 FEET, AND A LONG CHORD THAT BEARS SOUTH 59 DEGREES 42 MINUTES 51 SECONDS WEST, 19.43 FEET;
THENCE ALONG THE NORTH RIGHT OF WAY OF OLD SAUK ROAD NORTH 59 DEGREES 13 MINUTES 53 SECONDS WEST, 360.57 FEET TO THE START OF A TANGENT CURVE;
THENCE 22.23 FEET ALONG THE ARC OF A CURVE TO THE RIGHT HAVING A RADIUS OF 8.60 FEET, AND A LONG CHORD THAT BEARS NORTH 14 DEGREES 48 MINUTES 29 SECONDS EAST, 16.54 FEET;
THENCE ALONG THE SOUTH RIGHT OF WAY OF TULANE AVENUE NORTH 88 DEGREES 50 MINUTES 51 SECONDS EAST, 317.82 BACK TO THE POINT OF BEGINNING.

SAID PARCEL CONTAINS 37,520.48 SQUARE FEET OR 0.86 ACRES.

SURVEYOR'S CERTIFICATE

I, ZACHARY M. REYNOLDS, WISCONSIN PROFESSIONAL LAND SURVEYOR S-3223, DO HEREBY CERTIFY THAT BY DIRECTION OF JOSEPH GALLINA, I HAVE SURVEYED, DIVIDED, AND MAPPED THE LANDS DESCRIBED HEREON AND THAT THE MAP IS A CORRECT REPRESENTATION 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 STATUTES AND THE SUBDIVISION REGULATIONS OF THE VILLAGE OF BLUE MOUNDS AND DANE COUNTY, WISCONSIN.

WISCONSIN
ZACHARY M. REYNOLDS
S-3223
MOUNT HOREB
WISCONSIN
PROFESSIONAL LAND SURVEYOR

_____ _____
ZACHARY M. REYNOLDS, S-3223 DATE
WISCONSIN PROFESSIONAL LAND SURVEYOR

WYSER ENGINEERING

PREPARED BY:
WYSER ENGINEERING
300 EAST FRONT STREET
MOUNT HOREB, WI 53572
www.wyserengineering.com

PREPARED FOR:
COMMON GRACE, LLC
STACI MARRESE-WHEELER
3565 TULANE AVENUE
MADISON, WI 53714

SURVEYED BY: MAL
DRAWN BY: SCH
CHECKED BY: ZMR
APPROVED BY: ZMR

PROJECT NO: 251399
SHEET NO: 3 of 4

VOL. _____ PAGE _____
DOC. NO. _____
C.S.M. NO. _____

File: W:\2025\251399_Threshold Builds – 3565 Tulane Ave, Madison\dwg\251399_CSM.dwg Layout: CSM 3 OF 4 User: shearn Plotted: May 19, 2025 – 12:40pm

*CERTIFIED SURVEY MAP NO.*_____

A CONSOLIDATION OF LOTS 1, 2, 3, 4, 5, 6, AND 7, BLOCK 2, LAKE VIEW PLACE, RECORDED IN VOLUME 7, PAGE 21, AS DOCUMENT 516609, BEING LOCATED IN THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 9, TOWNSHIP 7 NORTH, RANGE 10 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN.

OWNER'S CERTIFICATE

COMMON GRACE LLC, AS OWNER, WE HEREBY CERTIFY THAT WE CAUSED THE LANDS DESCRIBED HEREON TO BE SURVEYED, DIVIDED MAPPED AND DEDICATED AS SHOWN. I ALSO CERTIFY THAT THIS CERTIFIED SURVEY MAP IS REQUIRED BY S. 236.34 OF THE WISCONSIN STATE STATUES TO BE SUBMITTED TO THE CITY OF MADISON FOR APPROVAL.

BY: _____
MANAGING MEMBER
COMMON GRACE, LLC

STATE OF WISCONSIN) SS
DANE COUNTY) SS

PERSONALLY CAME BEFORE ME THIS_____DAY OF_____, 2025, THE ABOVE NAMED

MANAGING MEMBER FOR COMMON GRACE, LLC, _____TO ME KNOWN TO BE THE

PERSON WHO EXECUTED THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED THE SAME.

_____ _____
NOTARY PUBLIC, STATE OF WISCONSIN MY COMMISSION EXPIRES

MADISON COMMON COUNCIL CERTIFICATE

RESOLVED THAT THIS CERTIFIED SURVEY MAP LOCATED IN THE CITY OF MADISON WAS HERBY APPROVED BY ENACTMENT

NUMBER _____, FILE ID NUMBER _____, ADOPTED ON THIS _____ DAY OF _____, 2025.

DATED THIS _____ DAY OF _____, 2025.

_____
MARIBETH WITZEL-BEHL, CITY CLERK,
CITY OF MADISON

CITY OF MADISON PLAN COMMISSION CERTIFICATE

APPROVED FOR RECORDING PER THE SECRETARY OF THE
CITY OF MADISON PLAN COMMISSION.

_____ _____
NATALIE ERDMAN, DATE:
SECRETARY OF THE PLAN COMMISSION

WISCONSIN
ZACHARY M.
REYNOLDS
S-3223
MOUNT HOREB
WISCONSIN
PROFESSIONAL LAND SURVEYOR

OFFICE OF THE REGISTER OF DEEDS

_____COUNTY, WISCONSIN

RECEIVED FOR RECORD_____,

20____ AT_____O'CLOCK_____M AS

DOCUMENT # _____

IN VOL. _____ OF CERTIFIED SURVEY

MAPS ON PAGE(S) _____ .

_____
KRISTI CHLEBOWSKI, REGISTER OF DEEDS

WYSER ENGINEERING

PREPARED BY:
WYSER ENGINEERING
300 EAST FRONT STREET
MOUNT HOREB, WI 53572
www.wyserengineering.com

PREPARED FOR:
COMMON GRACE, LLC
STACI MARRESE-WHEELER
3565 TULANE AVENUE
MADISON, WI 53714

SURVEYED BY: MAL
DRAWN BY: SCH
CHECKED BY: ZMR
APPROVED BY: ZMR

PROJECT NO: 251399
SHEET NO: 4 of 4

File: W:\2025\251399_Threshold Builds - 3565 Tulane Ave, Madison\dwg\251399_CSM.dwg Layout: CSM last Sheet User: shearn Plotted: May 19, 2025 - 11:05am

Sean Gartley
3542 Sargent St
Madison, WI 53714

City of Madison Common Council
210 Martin Luther King Jr Blvd
Madison, WI 53703

Dear Members of City of Madison Common Council:

As a member of the Eastmorland community for more than twenty years and living approximately a block from the Eastmorland Community Center, I am writing to express my support for the continuing efforts to repurpose the Community Center property.

Specifically, I support the following efforts:

- Construction of a new Eastmorland Community Center given the current facility is not able to provide the quantity and variety of community programs of interest. In addition, the current Eastmorland Community Center space has a variety of structural issues that make it fiscally challenging to maintain.

- Construction of workforce development housing, which will aid in the funding of the Community Center long-term as well as provide affordable housing to members of the community that are employed in a variety of essential roles.

Finally, speaking with other members of the Eastmorland community, there is excitement about what a new/remodeled Community Center can provide. Looking forward to continued support for such important community efforts!



City of Madison

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

Master

File Number: 89107

File ID:	89107	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	PLAN COMMISSION
				File Created Date :	07/08/2025
File Name:	Revising the Area Plan Sequence			**Final Action:**	
Title:	Revising the Area Plan Sequence				
Notes:					
				CC Agenda Date:	08/05/2025
				Agenda Number:	58.
Sponsors:	Regina M. Vidaver, Tag Evers, Will Ochowicz, Yannette Figueroa Cole And Michael E. Verveer			**Effective Date:**	
Attachments:	Area Plan Sequence Map - Adopted 2022.pdf, Area Plan Sequence Map - Proposed 2025.pdf, Area Plan Sequence - Proposed Changes to Schedule.pdf, 250714 Area Plan Sequence Memo.pdf			**Enactment Number:**	
Author:	Meagan Tuttle, Planning Division Director			**Hearing Date:**	
Entered by:	lheiser-ertel@cityofmadison.com			**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	7/9/2025	Maggie McClain	Approve	7/28/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Department of Planning and Community and Economic Development	07/08/2025	Referred for Introduction				
	Action Text: This Resolution was Referred for Introduction						
	Notes: Plan Commission (7/28/25), Common Council (8/5/25)						
1	COMMON COUNCIL	07/15/2025	Referred	PLAN COMMISSION		07/28/2025	
	Action Text: This Resolution was Referred to the PLAN COMMISSION						
1	PLAN COMMISSION	07/28/2025	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				Pass

Action Text: A motion was made by Glenn, seconded by Field, to RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER. The motion passed by voice vote/other.

Notes: On a motion by Alder Glenn, seconded by Alder Field, the Plan Commission recommended the Common Council adopt the revised area plan sequence.

Text of Legislative File 89107

Fiscal Note

The proposed resolution authorizes an update to the Area Plan sequence. Public engagement activities for area plans and implementation of those plans will require the inclusion of expenditures in future budgets subject to Common Council approval.

Title

Revising the Area Plan Sequence

Body

WHEREAS, on August 2, 2022, the Common Council adopted RES-22-00577 (File #71147) establishing the planning framework, which included a sequence for undertaking 12 area plans that will cover the entire city; and

WHEREAS, the Northeast and West Area Plans were adopted in September 2024 and the Southeast and Southwest Area Plans are currently underway; and

WHEREAS, the next Area Plans in the sequence were originally proposed to be the North, Downtown, South, and Near West; and

WHEREAS, Downtown Madison Inc. will be preparing a Greater Downtown Economic Investment Strategy process, for which funding was included in the 2024 Economic Development Division Capital Budget for TID #50, in coordination with the City of Madison and other project partners; and

WHEREAS, since the proposed boundary of the Greater Downtown Economic Development Strategy will include the entire geography of the Downtown Area Plan, there are numerous benefits and efficiencies in coordinating the two efforts, beginning in the Fall 2025; and

WHEREAS, the UW-Madison will soon be initiating a Campus Framework planning process, to update the 2019 Campus Master Plan approved by the City pursuant to MGO 28.097, which largely falls within the Downtown and Near West Area Plan boundaries; and

WHEREAS, there are benefits to coordinating the City's Near West Area planning process with this campus planning process; and

WHEREAS, the Near West Area Plan could occur during the same time frame as the City's North Area Plan, to continue the City's process of preparing two plans simultaneously to provide efficiencies for City community engagement efforts, coordination with agency partners, and plan review by City policymakers; and

WHEREAS, the Near West and North Area Plans processes would generally occur between Fall 2026 and Spring 2028; and

WHEREAS, the South Area Plan, a large portion of which is covered by the South Madison Plan which was adopted in 2022, could occur during the same time frame as the Near East Area Plan, generally occurring in 2028-2029; and

WHEREAS, on August 7, 2018, the Common Council adopted ORD-18-00085 (File #51349)

adopting the City of Madison Comprehensive Plan and on December 5, 2023, adopted RES-23-00799 (File #80367) adopting an Interim Update to the plan; and

WHEREAS, the 12 area plans utilize the Comprehensive Plan Generalized Future Land Use (GFLU) categories as the basis for recommendations related to GFLU map updates; and

WHEREAS, completing these 12 area plans utilizing the current Comprehensive Plan will provide a consistent policy foundation for plans' recommendations; and

WHEREAS, another interim update to the Comprehensive Plan, generally occurring in 2028, would enable necessary updates to the Comprehensive Plan while supporting the Planning Division staffing to complete all 12 area plans within the 10-year horizon anticipated in the 2022 Planning Framework; and

WHEREAS, it is anticipated that a full update to the City's Comprehensive Plan will occur after the adoption of the 12 area plans.

NOW THEREFORE BE IT RESOLVED, that the Common Council hereby authorizes a revised area plan sequence as described herein.

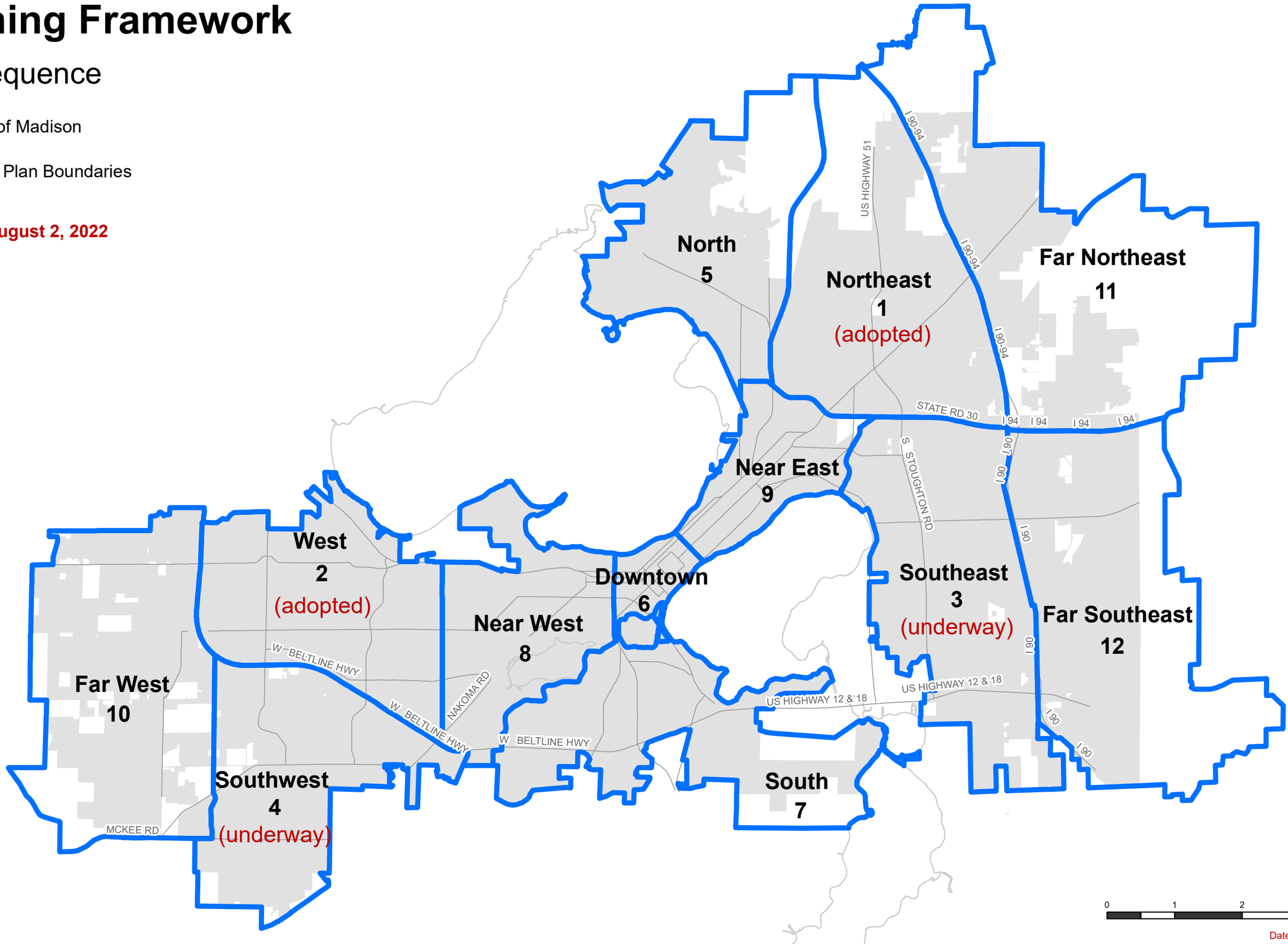
Planning Framework

Plan Sequence

City of Madison

Area Plan Boundaries

Adopted - August 2, 2022



Date: 7/7/2025

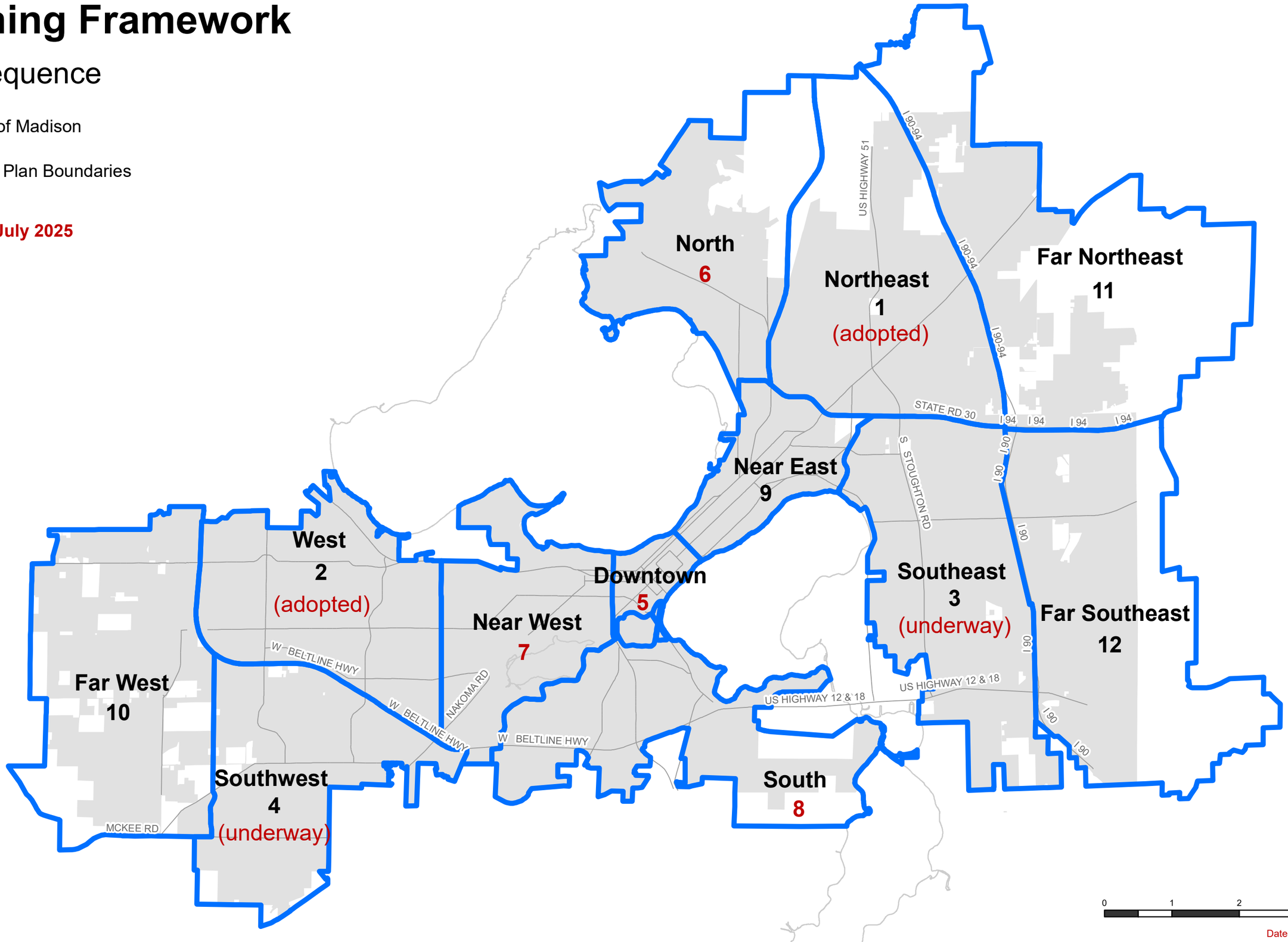
Planning Framework

Plan Sequence

City of Madison

Area Plan Boundaries

Proposed - July 2025



Date: 7/7/2025

Proposed Revisions to Area Plan Sequence & Timing	2025	2026	2027	2028	2029	2030	2031	2032	2033
Southeast (3)- *Underway*									
Southwest (4)- *Underway*									
Downtown (6) - *New #5*		*							
North (5) - *New #6*		*							
Near West (8) - *New #7*			*						
Comprehensive Plan - Interim Update									
South (7) - *New #8*			*						
Near East (9)					*				
Far West (10)					*				
Far Northeast (11)						*			
Far Southeast (12)						*			
Comprehensive Plan - Full Update			*						
Begin Updates to Adopted Area Plans beginning with Northeast & West (adopted in 2024)									

*Previous estimated start date

Green text = start earlier than original schedule

Red text = delay from original schedule

Orange text = new item

Supplement to Leg ID 89107

Prepared by Planning Division

11-Jul-25

Department of Planning & Community & Economic Development
Planning Division
Meagan E. Tuttle, AICP, Director
Madison Municipal Building, Suite 017
215 Martin Luther King, Jr. Blvd.
P.O. Box 2985
Madison, WI 53701-2985
Phone: (608) 266-4635
planning@cityofmadison.com

Date: July 14, 2025
To: Mayor Rhodes-Conway and Common Council
From: Meagan Tuttle, Planning Division Director
Subject: Proposed Updates to Area Plan Sequence

In August 2022 the Common Council adopted a resolution to establish a new planning framework for the Planning Division, which included a sequence for undertaking the 12 area plans that will eventually apply to the entire city (Leg File 71147). In the nearly 3 years since this framework was implemented, the Northeast and West Area Plans have been adopted, and the Southeast and Southwest Area Plans are underway.

This framework largely outlined the Division's long-range planning work plan for a 10-year period. However, since this framework was established, the timelines associated with other planning efforts that require close coordination with certain Area Plans' development have become clearer. These include outside entities' planning work, such as the Downtown Madison, Inc.-led Greater Downtown Economic Investment Strategy, which will also cover the entire area of the Downtown Area Plan, and UW-Madison's Campus Framework Plan update, which will fall within the Downtown and Near West Area Plans. This also includes consideration for how the Generalized Future Land Use categories in the Comprehensive Plan are used when making recommendations for future land use changes in Area Plans. As the first four plans in the sequence have been prepared, the Division has worked to establish processes and procedures that will guide the development of future plans and has offered a better understanding of the staffing allocation required to manage these plans' creation. In particular, the Division recognizes the importance of not only coordinating its planning with other long-range planning but also ensuring that it can prepare multiple Area Plans concurrently.

As a result, the Planning Division proposes to make adjustments to the original Area Plan Sequence and anticipated schedule to ensure that necessary coordination with other planning efforts occurs and to continue to develop all 12 plans within a 10-year horizon as initially envisioned. Specifically, the following changes are proposed:

- Move up the anticipated start of the Downtown Area Plan slightly to coordinate with other planning efforts and run this plan on a unique timeline.
- Pair the North & Near West Area Plans, which results in a slight delay for the North Area Plan and a slight advancement of the Near West Area Plan, to run concurrently.
- Pair the South and Near East Area Plans, which results in a slight delay for the South Area Plan and a slight advancement of the Near East Area Plan, to run concurrently.
- Prepare the Far West, Far Northeast, and Far Southeast Area Plans concurrently, which results in a slight delay for the Far West Plan, and a slight advancement of the Far Northeast and Far Southeast Plans.

While not part of the resolution adopting the Area Plan Sequence, it was anticipated that the next full update to the Comprehensive Plan would occur in 2027-2028. Based on the need to maintain a consistent future land use policy foundation for all 12 area plans, and to ensure adequate staffing for all long-range planning work, the attached schedule also reflects the Division's intent to prepare another Comprehensive Plan Interim Update in 2028 with a full update occurring in 2031-2032 following the completion of all 12 area plans. Interim Updates to the Plan in 2023 and 2028, as well as updates to the Comprehensive Plan consistent with each of the Area Plans' adoptions, will ensure the City remains compliant with requirements in state law to maintain a current Comprehensive Plan.

Please reach out in advance of the August 5, 2025 Common Council meeting if you have any questions about the proposed changes to the Area Plan sequence and timelines.

City of Madison

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

Master

File Number: 88884

File ID:	88884	**File Type:**	Claim	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	06/25/2025
File Name:	CLAIM: A. Sorenson - Vehicle Damage - $445.00			**Final Action:**	
Title:	A. Sorenson - Vehicle Damage - $445.00				
Notes:	EVL006672				
				CC Agenda Date:	08/05/2025
				Agenda Number:	59.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com			**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	COMMON COUNCIL	07/15/2025	Referred	Risk Manager		07/29/2025	
	Action Text:	This Claim was Referred to the Risk Manager					
1	Risk Manager	07/29/2025	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 88884

Title

A. Sorenson - Vehicle Damage - $445.00

Body

Claim received 6/24/2025.

City of Madison

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

Master

File Number: 88898

File ID:	88898	**File Type:**	Claim	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	06/26/2025
File Name:	CLAIM: D. Battle - Vehicle Damage and Bodily/Personal Injury - $19,000.00			**Final Action:**	
Title:	D. Battle - Vehicle Damage and Bodily/Personal Injury - $19,000.00				
Notes:	EVL006676				
				CC Agenda Date:	08/05/2025
				Agenda Number:	60.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com			**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	COMMON COUNCIL	07/15/2025	Referred	Risk Manager		07/29/2025	
	Action Text:	This Claim was Referred to the Risk Manager					
1	Risk Manager	07/29/2025	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 88898

Title

D. Battle - Vehicle Damage and Bodily/Personal Injury - $19,000.00

Body

Claim received 6/25/2025.

City of Madison

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

Master

File Number: 88903

File ID:	88903	**File Type:**	Claim	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	06/26/2025
File Name:	CLAIM: N. Colley - Property Damage - $1,200.00			**Final Action:**	
Title:	N. Colley - Property Damage - $1,200.00				
Notes:	EVL006677				
				CC Agenda Date:	08/05/2025
				Agenda Number:	61.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com			**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	COMMON COUNCIL	07/15/2025	Referred	Risk Manager		07/29/2025	
	Action Text:	This Claim was Referred to the Risk Manager					
1	Risk Manager	07/29/2025	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 88903

Title

N. Colley - Property Damage - $1,200.00

Body

Claim received 6/26/2025.

City of Madison

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

Master

File Number: 88929

File ID:	88929	**File Type:**	Claim	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	07/01/2025
File Name:	CLAIM: Murphy Sanchez, PLLC on behalf of USAA - Property Damage - $2,497.81			**Final Action:**	
Title:	Murphy Sanchez, PLLC on behalf of USAA - Property Damage - $2,497.81				
Notes:	EVL005746				
				CC Agenda Date:	08/05/2025
				Agenda Number:	62.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com			**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	COMMON COUNCIL	07/15/2025	Referred	Risk Manager		07/29/2025	
	Action Text:	This Claim was Referred to the Risk Manager					
1	Risk Manager	07/29/2025	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 88929

Title

Murphy Sanchez, PLLC on behalf of USAA - Property Damage - $2,497.81

Body

Claim received 7/1/2025.

City of Madison

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

Master

File Number: 88950

File ID:	88950	**File Type:**	Claim	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	07/02/2025
File Name:	CLAIM: D. Raker - Vehicle Damage - $1,467.27			**Final Action:**	
Title:	D. Raker - Vehicle Damage - $1,467.27				
Notes:	EVL006691				
				CC Agenda Date:	08/05/2025
				Agenda Number:	63.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com			**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	COMMON COUNCIL	07/15/2025	Referred	Risk Manager		07/29/2025	
	Action Text:	This Claim was Referred to the Risk Manager					
1	Risk Manager	07/29/2025	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 88950

Title

D. Raker - Vehicle Damage - $1,467.27

Body

Claim received 6/30/2025.

City of Madison

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

Master

File Number: 89004

File ID:	89004	**File Type:** Claim	**Status:** Report of Officer
Version:	1	**Reference:**	**Controlling Body:** Risk Manager
			File Created Date : 07/07/2025
File Name:	CLAIM: T. White - Vehicle Damage - $6,975.00		**Final Action:**
Title:	T. White - Vehicle Damage - $6,975.00		
Notes:	EVL006700		
			CC Agenda Date: 08/05/2025
			Agenda Number: 64.
Sponsors:			**Effective Date:**
Attachments:			**Enactment Number:**
Author:			**Hearing Date:**
Entered by:	jaustin2@cityofmadison.com		**Published Date:**

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	COMMON COUNCIL	07/15/2025	Referred	Risk Manager		07/29/2025	
	Action Text:	This Claim was Referred to the Risk Manager					
1	Risk Manager	07/29/2025	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 89004

Title

T. White - Vehicle Damage - $6,975.00

Body

Claim received 7/3/2025.

City of Madison

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

Master

File Number: 89009

File ID:	89009	**File Type:**	Claim	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	Risk Manager
				File Created Date :	07/07/2025
File Name:	CLAIM: L. Green - Economic and Non-Economic Damages - $50,000.00			**Final Action:**	

Title: L. Green - Economic and Non-Economic Damages - $50,000.00

Notes: EVL006706

		CC Agenda Date:	08/05/2025
		Agenda Number:	65.
Sponsors:		**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:		**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com	**Published Date:**	

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	COMMON COUNCIL	07/15/2025	Referred	Risk Manager		07/29/2025	
	Action Text:	This Claim was Referred to the Risk Manager					
1	Risk Manager	07/29/2025	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 89009

Title

L. Green - Economic and Non-Economic Damages - $50,000.00

Body

Claim received 7/6/2025.

City of Madison

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

Master

File Number: 88833

File ID:	88833	**File Type:**	Resolution	**Status:**	Items Referred
Version:	1	**Reference:**		**Controlling Body:**	VENDING OVERSIGHT COMMITTEE
				File Created Date :	06/21/2025
File Name:				**Final Action:**	

Title: Granting additional Special Vending Approvals under MGO 9.13(6)(k) for a 2025 Special Event as detailed on the accompanying special event resolution table. Also attached is the Special Event resolution table that was approved previously for 2025 Special Events at the March 11, 2025 Common Council meeting

Notes:

CC Agenda Date: 07/15/2025

Agenda Number: 66.

Sponsors: Michael E. Verveer

Effective Date:

Attachments: 2025 SE Resolution - pt.1 adoped @ 3.11.25 CC.pdf, 2025 Special Event Resolution.pdf, 2025 SE Resolution pt.2 - table.pdf

Enactment Number:

Author:

Hearing Date:

Entered by: kpost@cityofmadison.com

Published Date:

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1		Robert Mulcahy		

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Parks Division	06/21/2025	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Vending Oversight Committee (7/30/25), Common Council (8/5/25)					
1	COMMON COUNCIL	07/15/2025	Referred	VENDING OVERSIGHT COMMITTEE			
	Action Text:	This Resolution was Referred to the VENDING OVERSIGHT COMMITTEE					

Text of Legislative File 88833

Fiscal Note

The proposed resolution authorizes an additional Special Vending Approval for a 2025 special event that is requesting to use public space in the City where an ordinance restricts vending to certain types of food or articles, or only from assigned sites. For previously approved 2024 Special Vending Approvals, refer to RES-24-00276 (Legistar #87155), adopted on March 11, 2025. 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 - licensees with assigned sites inside the event perimeter cannot operate from the assigned site during the event, unless specifically exempted.

This resolution has 1 special event requesting selection of vendors and suspension of rules and invalidation of licenses.
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 $400 in City revenue from Special Event Vending Licenses and is included in the 2025 Adopted Parks Division Operating Budget.
In general, City licensed vendors pay an annual fee for their licenses, which come with the caveat that their license may be invalidated up to 10 times per year per location. The invalidation of licenses due to the special events does not impact revenue. No additional appropriation is required.

Title
Granting additional Special Vending Approvals under MGO 9.13(6)(k) for a 2025 Special Event as detailed on the accompanying special event resolution table. Also attached is the Special Event resolution table that was approved previously for 2025 Special Events at the March 11, 2025 Common Council meeting

Body
WHEREAS, Section 9.13(6) of the Madison General Ordinances ("MGO") and the regulations adopted therein control street vending on the State Street Mall/Capitol Concourse licenses and T, E, and M permits issued under MGO 9.54 within the perimeter of a special event for up to ten times per year in any one location; and

WHEREAS, Section 9.13(6)(k)1.b, MGO authorizes the Common Council to allow the sponsor of a special event to select alternate vendors, salespersons, and vending sites within the perimeter and for the duration of a special event; and

WHEREAS, Section 9.13(6)(k)1.c., MGO allows the Common Council to suspend specifically enumerated vending ordinances and regulations and establish alternate rules during special events; and

WHEREAS, some or all of the sponsors of the events shown in the attached table request suspension of MGO Sec. 9.13(6)(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 vending licenses and permits issued under sec. 9.54, MGO within the perimeter of their event, and agree to comply with the procedures set forth in sec. 9.13(6)(k)1.c. to provide written notice of proposed rules, regulations, fees, and areas affected and not less than one (1) week notice of the Common Council meeting when this Resolution will be considered for adoption to the Street Vending Coordinator, all vendors and MGO 9.54 licensees within the perimeter of the 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.

2025
SPECIAL EVENT RESOLUTION

EVENT/ORGANIZATION	DATE(S)	LOCATION	NOTES
Dane County Farmers' Market – Wednesday Markets	Wednesdays, Apr. 23 – Nov. 5, 8:30a-1:45p	200 MLK Jr Blvd	Suspend vending restrictions and authorize sponsor to select event vendors, performers. City licensed vendors **may be relocated** within the event area if requested by the sponsor.
Crazylegs Classic UW Athletics	Saturday, April 26, 2026 / 9:50am-3:00pm	Start: 700-800 State St / Finish: Camp Randall Stadium	Suspend vending restrictions and authorize sponsor to select event vendors, performers. City licensed vendors are invalidated but **may be relocated** within the event area if requested by the sponsor.
Madison Night Market Madison's Central Business Improvement District (BID)	May 8, June 5, Aug. 7, Sept. 11, Oct 16, 4pm-8pm	200-400 W. Gilman St., 400 Broom, 100-600 State St., 10 W Mifflin, & 10 N Carrol	Suspend vending restrictions and authorize sponsor to select event vendors and performers. Vendors **relocated** outside the designated perimeter of the event. (licensed merchant vendors and sidewalk cafes are exempt.)
Flock to State Programming: City of Madison partnership with Madison's Central Business Improvement District (BID)	May 2025 – TBD	400-600 blocks of State Street	Suspend vending restrictions and authorize sponsor to select event vendors, performers. City licensed vendors **may be relocated** within the event area if requested by the sponsor. (Licensed merchant vendors and sidewalk cafes are exempt.)
Run Madtown / Endurance Marketing	Saturday, May 24, 3p to Sunday, May 25, 6p	700-800 State Street	Suspend vending restrictions and authorize sponsor to select event vendors and performers. Vendor licenses invalidated for this event.
Cows on the Concourse Dane County Dairy Promotion Committee	Saturday, June 7 6a-3p	100 MLK Jr. Blvd.* 10 E. & W. Main*	Suspend vending restrictions and authorize sponsor to select event vendors and performers. City licensed vendors **may be relocated** within the event area if requested by the sponsor. (Licensed sidewalk cafes are exempt.)
Cars on State / Greater State St. Business Assoc. (GSSBA)	Saturday, June 7 6a-4p	100-600 State St.	Suspend vending restrictions and authorize sponsor to select event vendors, performers. City licensed vendors **may be relocated** within the event area if requested by the sponsor. (Licensed merchant vendors and sidewalk cafes are exempt.)
Safety Saturday / Madison Fire Department	Saturday, June 14 7:15a-1:30p	100 E. Washington, 10 N. & S. Pinckney	Suspend vending restrictions and authorize sponsor to select event vendors and performers. Vendors **relocated** outside the designated perimeter of the event. (licensed sidewalk cafes are exempt.)

EVENT/ORGANIZATION	DATE(S)	LOCATION	NOTES
Concerts on the Square Wisconsin Chamber Orchestra	Wednesdays, June 25, July 2, 9, 16, 23, 30, 3p - 11p (Rain dates: following Thursdays)	10 blocks of N & S Pinckney, E & W Main, 100 blocks of MLK Jr. Blvd, E. Washington Ave, & King St.	Suspend vending restrictions and authorize sponsor to select event vendors and performers. Vendors **relocated** outside the designated perimeter of the event. (licensed sidewalk & roadway cafes are exempt.)
MadLit Greater Madison Music Committee	Fridays, June – October, TBD, 8p-11p (~7 dates)	100 State Street	Suspend vending restrictions and authorize sponsor to select event vendors and performers. Vendors **relocated** outside the designated perimeter of the event. (licensed sidewalk cafes are exempt.)
Art Fair **On** the Square MMoCA	Friday, July 11, 5p, – Sunday, July 13, 9:30p	Capitol Square streets and surrounding 100 blocks.	Suspend vending restrictions and authorize sponsor to select event vendors and performers. Vendors **relocated** outside the designated perimeter of the event. (licensed sidewalk & roadway cafes are exempt.)
Art Fair **Off** the Square WAAC	Friday, July 11, 5p, – Sunday, July 13, 9:30p	200 block of MLK, Jr. Blvd	Suspend vending restrictions and authorize sponsor to select event vendors and performers. Vendors **relocated** outside the designated perimeter of the event. (licensed sidewalk & roadway cafes are exempt.)
Maxwell St. Days GSSBA	Thursday, July 17 – Sunday, July 20, 7a-6p daily	100 - 600 State St, area in front of 711 State St.& 200 Henry St.	Suspend vending restrictions and authorize sponsor to select event vendors and performers. Vendors **relocated** outside the designated perimeter of the event. Note: Saturday City licensed vendors may set-up on 30 on the Square and east of the crosswalk at the top of 100 State. City licensed merchant vendors and sidewalk cafes are not exempt.
Jazz at Five Jazz at Five, Inc.	Wednesdays August 6, 13, 20, 27, September 3, 3p-11p	10 S Carroll	Suspend vending restrictions and authorize sponsor to select event vendors, performers. City licensed vendors **may be relocated** within the event area if requested by the sponsor. (licensed sidewalk cafes are exempt.)
India Day Assoc. of Indians in America	Saturday, August 9, 10a-2p	100 MLK, Jr. Blvd.	Suspend vending restrictions and authorize sponsor to select event vendors and performers. City licensed vendors **may be relocated** within the event area if requested by the sponsor. (licensed sidewalk cafes are exempt.)
Woof's King Street Pride GSAFE	Saturday, August 9, 4p-11p	100 King St.	Suspend vending restrictions and authorize sponsor to select event vendors and performers. City licensed vendors **may be relocated** within the event area if requested by the sponsor. (licensed sidewalk & roadway cafes are exempt.)

EVENT/ORGANIZATION	DATE(S)	LOCATION	NOTES
Taste of Madison Madison Festivals, Inc	Friday, August 29, 6p - Sunday, August 31, 11p	Capitol Square streets and surrounding 100 blocks	Suspend vending restrictions and authorize sponsor to select event vendors and performers. Vendors **relocated** outside the designated perimeter of the event. (licensed sidewalk & roadway cafes exempted). A limited number of Sat. City Vendors will be accommodated in a location determined by Madison Festivals.
Ironman WI Ironman USA Triathlon of Colorado	Wed, Sept.3, 3p, - Mon, Sept. 8, 12p	200 MLK, Jr. Blvd.	Suspend vending restrictions and authorize sponsor to select event vendors and performers. Vendors **relocated** outside the designated perimeter of the event.
Cheese Fair off the Square Dairy Farmers of Wisconsin	Saturday, September 27,8am-3:30pm	100 MLK Jr Blvd	Suspend vending restrictions and authorize sponsor to select event vendors and performers. City licensed vendors **may be relocated** within the event area if requested by the sponsor. (licensed sidewalk cafes are exempt.)
Madison Marathon Madison Festivals, Inc.	Sunday, November 9, 7a-3p	Capitol Square	Suspend vending restrictions and authorize sponsor to select event vendors and performers. Vendors **relocated** outside the designated perimeter of the event.(licensed sidewalk cafes exempted). Note: Saturday market vendors may set up as usual - must be off the Square by 3p.
Shine On Madison Madison's Central Business Improvement District	Saturday, November TBD, 2p-10p,	Lisa Link Peace Park	Suspend vending restrictions and authorize sponsor to select event vendors and performers. Vendors **relocated** outside the designated perimeter of the event. (licensed merchant vendors and sidewalk cafes are exempt.)

**Some of the date and location event details are based on previous years' event information. Final/approved information for the current year will be included on the 2025 Street Use Permit application and permit. Locations may need to shift in 2025 depending on Metro detouring abilities with the redesign and BRT launch.*

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 – licensees with assigned sites inside the event perimeter cannot operate from the assigned site during the event, unless specifically exempted.

RESOLUTION TIMELINE 2025

- **Common Council Meeting / Special Event Resolution introduction and referral to VOC:**
  - Tuesday, February 25, 2025, 6:30pm
  - Hybrid (Virtual or 210 Martin Luther King Jr. Blvd, Room 201)
- **Vending Oversight Committee Meeting / Special Event Resolution referral to adopt to CC:**
  - Wednesday, February 26, 2025, 5:00pm
  - Virtual
- **Common Council Meeting / Special Event Resolution:**
  - Tuesday, March 11, 2025, 6:30pm
  - Hybrid (Virtual or 215 Martin Luther King Jr. Blvd, Room 215)

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

Title
A RESOLUTION granting Special Vending Approvals under MGO 9.13(6)(k) for 2025 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 control street vending on the State Street Mall/Capitol Concourse licenses and T, E, and M permits issued under MGO 9.54 within the perimeter of a special event for up to ten times per year in any one location; and

WHEREAS, Section 9.136(k)1.b.., MGO authorizes the Common Council to allow the sponsor of a special event to select alternate vendors, salespersons, and vending sites within the perimeter and for the duration of a special event; and

WHEREAS, Section 9.136(k)1.c., MGO allows the Common Council to suspend specifically enumerated vending ordinances and regulations and establish alternate rules during special events; and

WHEREAS, some or all of the sponsors of the events shown in the attached table request suspension of MGO Sec. 9.136(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 vending licenses and permits issued under sec. 9.54, MGO within the perimeter of their event, and agree to comply with the procedures set forth in sec. 9.136(k)1.c. to provide written notice of proposed rules, regulations, fees, and areas affected and not less than one (1) week notice of the Common Council meeting when this Resolution will be considered for adoption to the Street Vending Coordinator, all vendors and MGO 9.54 licensees within the perimeter of the 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.

2025
SPECIAL EVENT RESOLUTION - ADDENDUM

EVENT/ORGANIZATION	DATE(S)	LOCATION	NOTES
Black on State Madison Central Business Improvement District	Saturday, August 23, 2025	400 State, 200-400 Gilman, Peace Park | 12pm-5pm	Suspend vending restrictions and authorize sponsor to select event vendors, performers. City licensed vendors are invalidated but **may be relocated** within the event area if requested by the sponsor. (licensed sidewalk cafes and merchant vendors are exempt.)
Ironman WI Ironman USA Triathlon of Colorado	Wed, Sept.3, 3p, - Mon, Sept. 8, 12p	200 MLK, Jr. Blvd. & 10 W Wilson	Suspend vending restrictions and authorize sponsor to select event vendors and performers. Vendors **relocated** outside the designated perimeter of the event.

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 – licensees with assigned sites inside the event perimeter cannot operate from the assigned site during the event, unless specifically exempted.

RESOLUTION TIMELINE 2025

- **Common Council Meeting / Special Event Resolution introduction and referral to VOC:**
  - Tuesday, July 1, 2025, 6:30pm
  - Hybrid (Virtual or 210 Martin Luther King Jr. Blvd, Room 201)
- ~~**Vending Oversight Committee Meeting / Special Event Resolution referral to adopt to CC:**~~
  - ~~Wednesday, July 30, 5:00pm~~
  - ~~Virtual~~
- **Common Council Meeting / Special Event Resolution:**
  - Tuesday, August 5, 2025, 6:30pm
  - Hybrid (Virtual or 215 Martin Luther King Jr. Blvd, Room 215)

You can find the agendas for these meetings on-line: https://madison.legistar.com/Calendar.aspx

Kelly Post
kpost@cityofmadison.com
608-264-9289
Parks and Street Use Supervisor
City of Madison Parks Division
330 E. Lakeside Street
Madison, WI 53715

City of Madison

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

Master

File Number: 89005

File ID:	89005	**File Type:**	Resolution	**Status:**	Items Referred
Version:	1	**Reference:**		**Controlling Body:**	Water Utility
				File Created Date :	07/08/2025
File Name:	Determining a Public Purpose and Necessity and adopting a Relocation Order for the acquisition of land interests required for the construction and maintenance of public water transmission pipeline facilities to be constructed by the Pressure Zone 4 Inters			**Final Action:**	

Title: Determining a Public Purpose and Necessity and adopting a Relocation Order for the acquisition of land interests required for the construction and maintenance of public water transmission pipeline facilities to be constructed by the Pressure Zone 4 Interstate Crossing project. (District 16)

Notes: Adam Wiederhoeft

		CC Agenda Date:	07/15/2025
		Agenda Number:	67.
Sponsors:	Sean O'Brien And Regina M. Vidaver	**Effective Date:**	
Attachments:	Vicinity Map.pdf, Pressure Zone Relocation Order Sheet 1.pdf, Pressure Zone Relocation Order Sheet 2.pdf, Memo - 2025 Interstate Crossing Relocation Order.pdf	**Enactment Number:**	
Author:	Jim Wolfe, City Engineer	**Hearing Date:**	
Entered by:	hfleegel@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1		Robert Mulcahy		7/9/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	07/08/2025	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction

Notes: Water Utility Board (7/22/25), Board of Public Works (7/16/25), Plan Commission (7/28/25), Common Council (8/5/25)

1	COMMON COUNCIL	07/15/2025	Referred	WATER UTILITY BOARD		
	Action Text:	This Resolution was Referred to the WATER UTILITY BOARD				
	Notes:	Additional referrals to Board of Public Works and Plan Commission				
1	WATER UTILITY BOARD	07/15/2025	Referred	BOARD OF PUBLIC WORKS		
	Action Text:	This Resolution was Referred to the BOARD OF PUBLIC WORKS				
1	WATER UTILITY BOARD	07/15/2025	Referred	PLAN COMMISSION	07/28/2025	
	Action Text:	This Resolution was Referred to the PLAN COMMISSION				
1	BOARD OF PUBLIC WORKS	07/16/2025	Return to Lead with the Recommendation for Approval	WATER UTILITY BOARD		Pass
	Action Text:	A motion was made by Ald. Guequierre, seconded by Williams, to Return to Lead with the Recommendation for Approval to the WATER UTILITY BOARD. The motion passed by voice vote/other.				
1	WATER UTILITY BOARD	07/22/2025	RECOMMEND TO COUNCIL TO ADOPT			Pass
	Action Text:	Motion made by Vice President Simon, seconded by board member Witynski, to RECOMMEND TO COUNCIL TO ADOPT a relocation order for Pressure Zone 4 Interstate Crossing project. Motion passed by voice vote/other.				
1	PLAN COMMISSION	07/28/2025	Return to Lead with the Recommendation for Approval	Water Utility		Pass
	Action Text:	A motion was made by Guequierre, seconded by Solheim, to Return to Lead with the Recommendation for Approval to the Water Utility. The motion passed by voice vote/other.				

Text of Legislative File 89005

Fiscal Note

The proposed resolution approves the relocation order to obtain land interests required for the construction of Pressure Zone 4 Interstate Crossing at an estimated cost of $65,000. The Water Utility has $2,000,000 available budget authority from an adopted 2024 capital project amendment (MUNIS #15165). Funding is per a cost sharing agreement with Dane County.

MUNIS: 15165-86-179

Title

Determining a Public Purpose and Necessity and adopting a Relocation Order for the acquisition of land interests required for the construction and maintenance of public water transmission pipeline facilities to be constructed by the Pressure Zone 4 Interstate Crossing project. (District 16)

Body

WHEREAS, the City of Madison and Dane County have determined that a water transmission pipeline, from Savannah Road to Secret Garden Drive, crossing Interstate Highway 39/90, located in Madison and the Village of McFarland, is necessary to meet increased fire flow demands to serve the County's developments along CTH "AB". The transmission pipeline is also necessary to meet basic system requirements such as adequate water pressure, water supply flow rates, service redundancy and consistent high water quality for other future developments within Madison Water Utility Pressure Zone 4; and

WHEREAS, the City of Madison Common Council adopted Resolution RES-24-00215, File ID 82309, on March 19, 2024 intending to authorize the Mayor and City Clerk to enter into a "Cost

Sharing Agreement between the City of Madison and Dane County" for the design and construction of a water transmission pipeline extending between Savannah Road and Secret Garden Drive in the City of Madison, Wisconsin and the Village of McFarland, Wisconsin; and

WHEREAS, the City of Madison Common Council adopted Resolution RES-24-00349, File ID 83171, on May 21, 2024 amending Resolution RES-24-00215 specifically authorizing the Mayor and City Clerk to enter into an intergovernmental agreement with Dane County for cost sharing of a water transmission pipeline across Highway I-39/90, consistent with the Agreement attached to RES-24-00215 and in a form approved by the City Attorney; and

WHEREAS, the City of Madison and Dane County have entered into a Cost Sharing Agreement for the Water Transmission Pipeline from Savannah Road to Secret Garden Drive formalizing
arrangements for the share of the Project's final costs as of May 28, 2024; and

WHEREAS, the City of Madison Common Council adopted Resolution RES-24-00666, File ID 85764, on November 6, 2024, approving plans and specifications and authorizing the Board of Public Works to advertise and receive bids for Pressure Zone 4 Interstate Crossing; and

WHEREAS, the City of Madison Common Council adopted Resolution RES-24-00737, File ID 86200, on December 10, 2024 , being a Year End Appropriation Resolution including the increase of County funding and expenses by $2.0 million for the Pressure Zone 4 Interstate Crossing Project to reflect funding from the cost sharing agreement with Dane County; and

WHEREAS, the City of Madison Engineering Division has established Engineering Project No. 15165, Pressure Zone 4 Interstate, Contract No. 9593, for the design and administration of the water transmission pipeline project; and

WHEREAS, the City of Madison Office of Real Estate Services has established a Master File / Project No. 12997 to facilitate and administer the acquisition of required land interests necessary for the construction and maintenance of public water transmission pipeline facilities, from Savannah Road to Secret Garden Drive, required to meet increased fire flow demands to serve new Dane County development along CTH "AB" and other future development lying within Madison Water Utility Pressure Zone 4; and

WHEREAS, attached hereto and made part of this resolution is the Madison Relocation Order Map titled: CITY OF MADISON RELOCATION ORDER - PLAT OF LAND INTERESTS REQUIRED FOR THE CONSTRUCTION AND MAINTENANCE OF IMPROVEMENTS FOR A WATERMAIN, LOCATED IN OUTLOT 1, SECRET PLACES AT SIGGELKOW PRESERVE AND OTHER LANDS, LOCATED IN THE SOUTHWEST AND NORTHWEST QUARTERS OF THE SOUTHEAST QUARTER OF SECTION 26, AND THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 35, ALL IN TOWNSHIP 07 NORTH, RANGE 10 EAST, CITY OF MADISON AND VILLAGE OF MCFARLAND, DANE COUNTY, WISCONSIN ; and,

WHEREAS, the Relocation Order Map identifies the necessary public land interest areas and the Schedules of Land Interests and Utility Interests required for construction and maintenance of the public water transmission pipeline facilities within the Pressure Zone 4 Interstate Crossing project area; and,

WHEREAS, all required funding for the land interest acquisitions by the City of Madison will be

available in Account Number 15165-86-179 - Pressure Zone 4 Interstate Crossing.

NOW THEREFORE BE IT RESOLVED,

1. That this Resolution is a Relocation Order in accordance with Section 32.05(1) and 62.22, Wisconsin Statutes for the purpose of the within described public acquisition project and that these acquisitions are determined to be a necessity in accordance with Section 32.07(2), Wisconsin Statutes, and the acquisitions shall allow for the construction of planned public water transmission pipeline facilities within the Pressure Zone 4 Interstate Crossing - Engineering/Water Utility Project No. 15165.

2. That the City of Madison hereby determines that it is necessary, and a public purpose exists to acquire necessary land interests from the properties/parties as identified in the Schedule of Interests Required on the attached Relocation Order Maps and such acquisitions are required to allow for the construction of said public water transmission pipeline facilities.

3. That the Common Council of the City of Madison, does hereby adopt this relocation order to acquire the necessary land interests required for the installation of public water transmission pipeline facilities associated with Engineering/Water Utility Project Number 15165 - Pressure Zone 4 Interstate Crossing, consisting of the attached Relocation Order Maps in accordance with Section 32.05(1) and 62.22, Wisconsin Statutes.

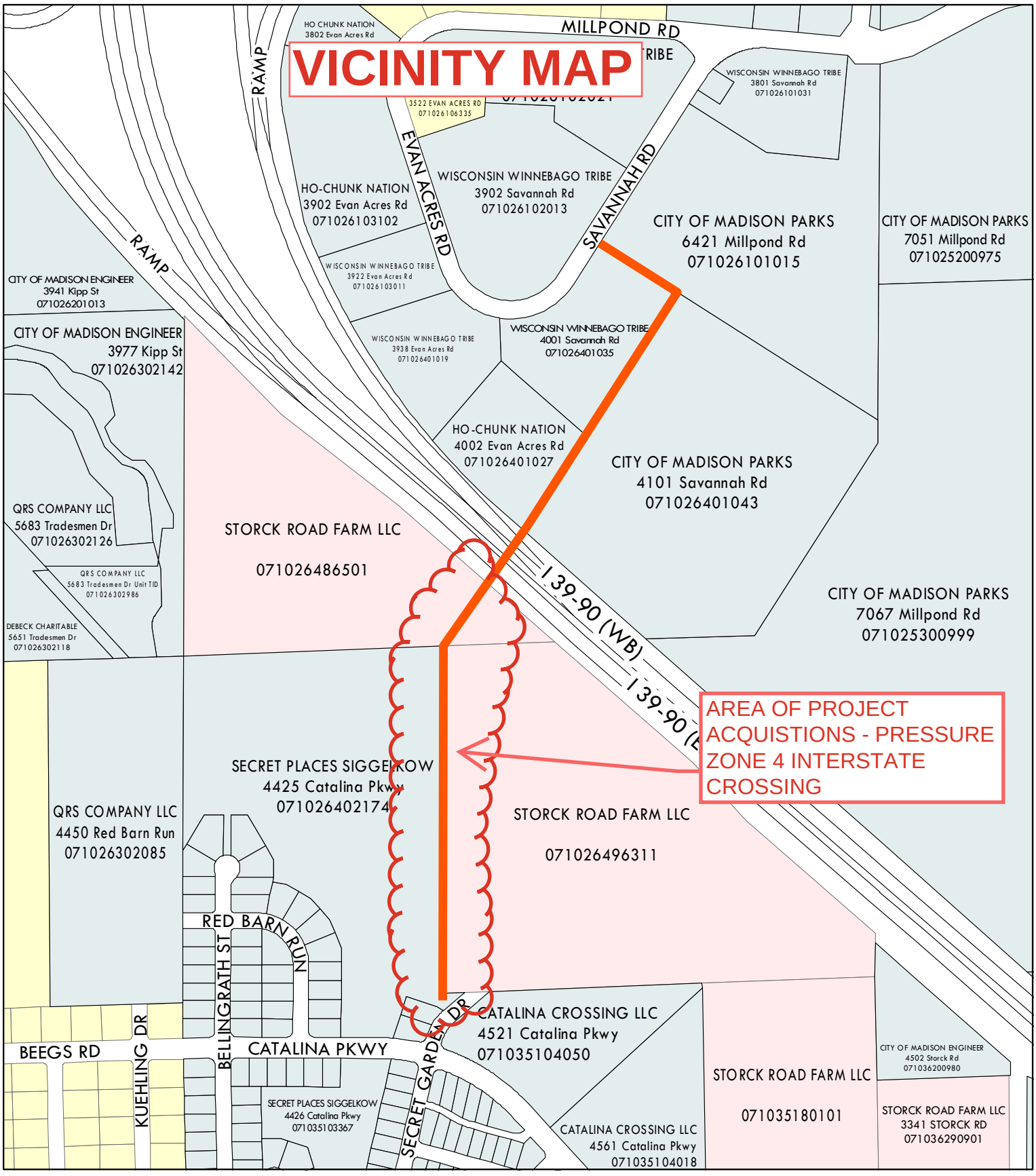
4. That the Office of Real Estate Services of the Economic Development Division and the City Attorney are hereby authorized to proceed by negotiation or condemnation under authority of Section 32 and 62.22 of the Wisconsin Statutes to acquire the real estate interests shown on said attached Relocation Order maps. Also, the Office Real Estate Services is further authorized to obtain title reports, appraisals, survey information, environmental site assessment reports, and any other essential material or reports as may be necessary to perform due diligence in accomplishing the acquisition.

5. That the City of Madison Office of Real Estate Services Division of the Economic Development Division staff shall administer the acquisition of all land interests by Real Estate Master Project No. 12997.

6. That the City of Madison Office of Real Estate Services of the Economic Development Division is hereby authorized to execute the jurisdictional offer, lis pendens, and award of the compensation if condemnation proceedings under Section 32 of the Wisconsin Statutes are necessary.

7. That the Mayor and City Clerk are authorized to sign all necessary documents to accomplish the acquisitions.

AND BE IT FURTHER RESOLVED, that the Water Utility General Manager is authorized to take any further action required to accomplish the purpose of this resolution, as necessary and in a format approved by the City Attorney, including entering into construction related agreements with existing pipeline companies within the project area.



Madison Water Utility

Disclaimer: The City of Madison makes no representation about the accuracy or completeness of these records and in no event shall the City be liable for any damages whatsoever resulting from the use of these records.

Date: 1/23/2024

Exhibit A

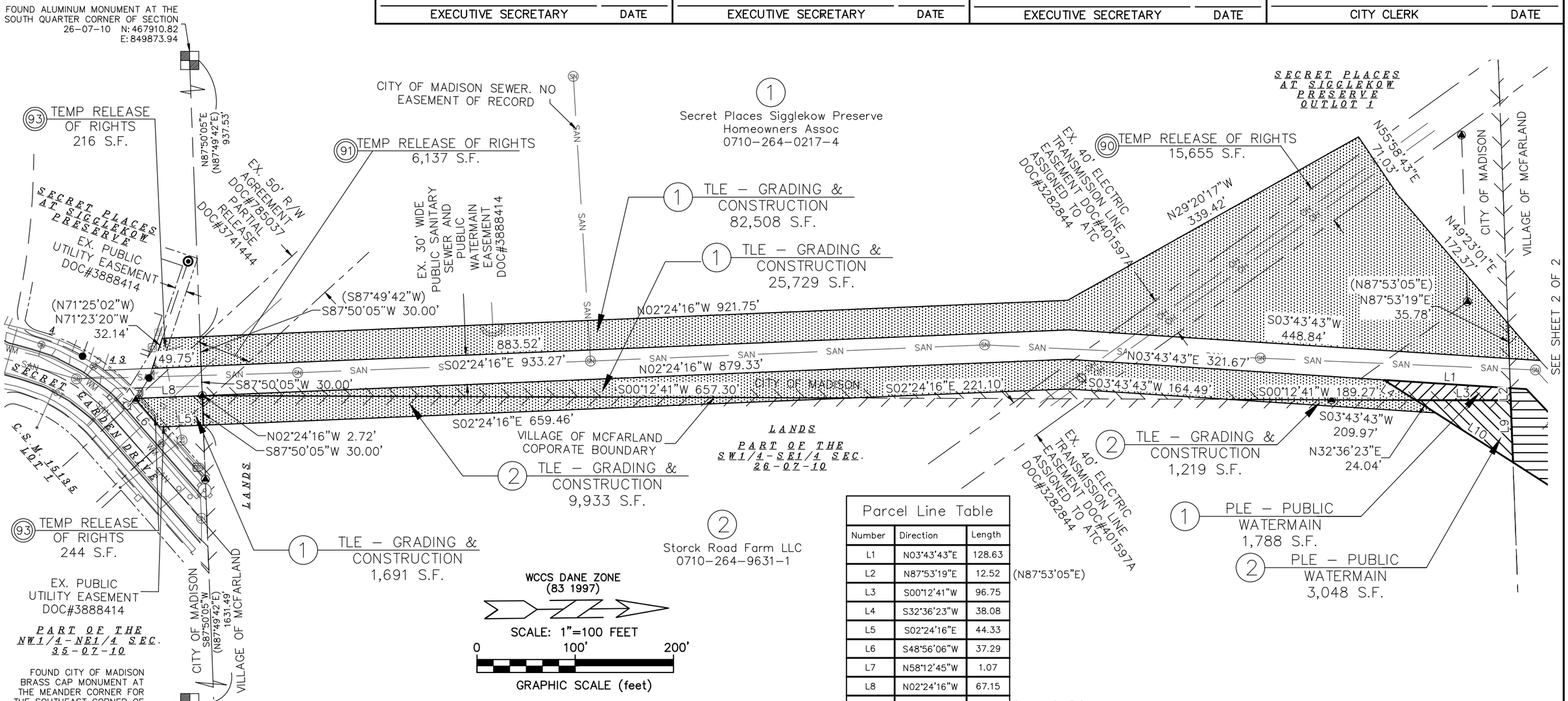
- Approximate Path
- City of Madison
- Village of McFarland
- Town of Blooming Grove

1 inch = 500 feet

0 250 500 1,000 Feet

THIS RELOCATION ORDER IS BASED UPON A SURVEY COMPLETED BY BURSE ENGINEERING FOR AND IN COORDINATION WITH THE CITY OF MADISON

RELOCATION ORDER APPROVED BY THE WATER UTILITY BOARD:		RELOCATION ORDER APPROVED BY THE PLAN COMMISSION:		RELOCATION ORDER APPROVED BY THE BOARD OF PUBLIC WORKS:		RELOCATION ORDER APPROVED BY THE COMMON COUNCIL: RES-__ -_____ FILE ID NO. _____	
EXECUTIVE SECRETARY	DATE	EXECUTIVE SECRETARY	DATE	EXECUTIVE SECRETARY	DATE	CITY CLERK	DATE



Parcel Line Table			
Number	Direction	Length	
L1	N03°43'43"E	128.63	
L2	N87°53'19"E	12.52	(N87°53'05"E)
L3	S00°12'41"W	96.75	
L4	S32°36'23"W	38.08	
L5	S02°24'16"E	44.33	
L6	S48°56'06"W	37.29	
L7	N58°12'45"W	1.07	
L8	N02°24'16"W	67.15	
L9	N87°53'19"E	63.06	(N87°53'05"E)
L10	S32°36'23"W	117.61	

NOTE: OWNER'S NAMES AND DOCUMENTS ARE SHOWN FOR REFERENCE PUROPOSES ONLY AND ARE SUBJECT TO CHANGE PRIOR TO THE TRANSFER OF LAND INTEREST TO THE CITY OF MADISON

SCHEDULE OF INTERESTS REQUIRED

PARCEL #	OWNER NAME	PLE AREA REQUIRED	TEMP. RELEASE OF RIGHTS AREA	TLE AREA REQUIRED	DOCUMENT NUMBER
1	Secret Places Sigglekow Preserve Homeowners Assoc	1,788 SQ FT 0.0410 ACRES		109,929 SQ FT 2.5236 ACRES	5309108
2	Storck Road Farm LLC	3,048 SQ FT 0.0700 ACRES		11,152 SQ FT 0.2560 ACRES	4827551
90	American Transmission Company LLC		15,655 SQ FT 0.3594 ACRES		4015984 & 3282844
91	ANR Pipeline Company		6,137 SQ FT 0.1409 ACRES		785037 & 3741444
93	Madison Gas & Electric Company		460 SQ FT 0.0106 ACRES		3888414

SEE SHEET 2 FOR LEGEND

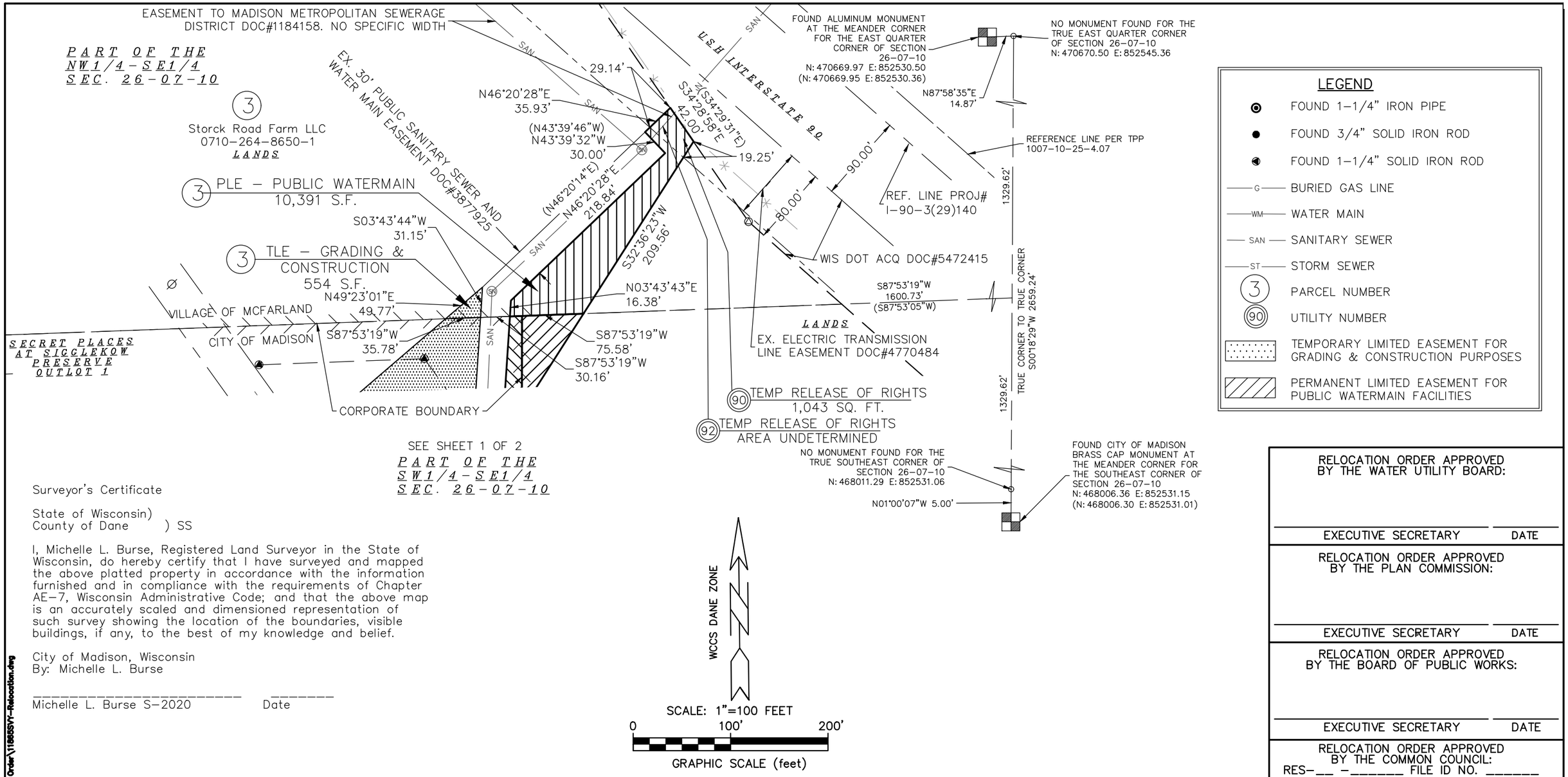
CITY OF MADISON RELOCATION ORDER

"PLAT OF LAND INTERESTS REQUIRED FOR THE CONSTRUCTION AND MAINTENANCE OF IMPROVEMENTS FOR A WATERMAIN, LOCATED IN OUTLOT 1, SECRET PLACES AT SIGGLEKOW PRESERVE AND OTHER LANDS, LOCATED IN THE SOUTHWEST AND NORTHWEST QUARTERS OF THE SOUTHEAST QUARTER OF SECTION 26, AND THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 35, ALL IN TOWNSHIP 07 NORTH, RANGE 10 EAST, CITY OF MADISON AND VILLAGE OF MCFARLAND, DANE COUNTY, WISCONSIN.

WATER UTILITY
PROJECT NO. 15165
REAL ESTATE PROJECT NO. 12997
COUNTY CLERK FILE NO. _____

DATE: 06-03-2025
SHEET 1 OF 2

M:\852875\dwg\Survey\852875 RO v2020.dwg



LEGEND

- FOUND 1-1/4" IRON PIPE
- FOUND 3/4" SOLID IRON ROD
- FOUND 1-1/4" SOLID IRON ROD
- G — BURIED GAS LINE
- WM — WATER MAIN
- SAN — SANITARY SEWER
- ST — STORM SEWER
- (3) PARCEL NUMBER
- (90) UTILITY NUMBER
- TEMPORARY LIMITED EASEMENT FOR GRADING & CONSTRUCTION PURPOSES
- PERMANENT LIMITED EASEMENT FOR PUBLIC WATERMAIN FACILITIES

Surveyor's Certificate

State of Wisconsin)
County of Dane) SS

I, Michelle L. Burse, Registered Land Surveyor in the State of Wisconsin, do hereby certify that I have surveyed and mapped the above platted property in accordance with the information furnished and in compliance with the requirements of Chapter AE-7, Wisconsin Administrative Code; and that the above map is an accurately scaled and dimensioned representation of such survey showing the location of the boundaries, visible buildings, if any, to the best of my knowledge and belief.

City of Madison, Wisconsin
By: Michelle L. Burse

_____ _____
Michelle L. Burse S-2020 Date

RELOCATION ORDER APPROVED BY THE WATER UTILITY BOARD:

EXECUTIVE SECRETARY DATE

RELOCATION ORDER APPROVED BY THE PLAN COMMISSION:

EXECUTIVE SECRETARY DATE

RELOCATION ORDER APPROVED BY THE BOARD OF PUBLIC WORKS:

EXECUTIVE SECRETARY DATE

RELOCATION ORDER APPROVED BY THE COMMON COUNCIL:
RES-__ -_____ FILE ID NO. _____

CITY CLERK DATE

NOTE: OWNER'S NAMES AND DOCUMENTS ARE SHOWN FOR REFERENCE PUROPOSES ONLY AND ARE SUBJECT TO CHANGE PRIOR TO THE TRANSFER OF LAND INTEREST TO THE CITY OF MADISON

SCHEDULE OF INTERESTS REQUIRED

PARCEL #	OWNER NAME	PLE AREA REQUIRED	TEMP. RELEASE OF RIGHTS AREA	TLE AREA REQUIRED	DOCUMENT NUMBER
(3)	Storck Road Farm LLC	10,391 SQ FT 0.2385 ACRES		554 SQ FT 0.0127 ACRES	4827550 & 4845971
(90)	American Transmission Company LLC		1,043 SQ FT 0.0239 ACRES		4770484
(92)	Madison Metropolitan Sewerage District		Easement does not have width - Area not determined		1184158

CITY OF MADISON RELOCATION ORDER

"PLAT OF LAND INTERESTS REQUIRED FOR THE CONSTRUCTION AND MAINTENANCE OF IMPROVEMENTS FOR A WATERMAIN, LOCATED IN OUTLOT 1, SECRET PLACES AT SIGGLEKOW PRESERVE AND OTHER LANDS, LOCATED IN THE SOUTHWEST AND NORTHWEST QUARTERS OF THE SOUTHEAST QUARTER OF SECTION 26, AND THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 35, ALL IN TOWNSHIP 07 NORTH, RANGE 10 EAST, CITY OF MADISON AND VILLAGE OF MCFARLAND, DANE COUNTY, WISCONSIN.
WATER UTILITY
PROJECT NO. 15165
REAL ESTATE PROJECT NO. 12997
COUNTY CLERK FILE NO. _____

DATE: 06-03-2025
SHEET 2 OF 2

M:\DESIGN\Projects\11865\CAD\Survey\Relocation Order\11865SV7-Relocation.dwg

Madison Water Utility
www.madisonwater.org • 119 East Olin Avenue, Madison, WI 53713 • TEL 608-266-4651 • FAX 608-266-4426

MEMORANDUM

Date: July 15, 2025

To: Mayor Satya Rhodes-Conway
Board of Public Works
Water Utility Board
Plan Commission
Common Council

From: Adam Wiederhoeft, Design & Construction Engineer
Pete Holmgren, Chief Engineer
Krishna Kumar, General Manager

Subject: Adopt a Relocation Order for the Pressure Zone 4 Interstate Crossing Project

RECOMMENDATION

Staff recommend that the Water Board authorize the adoption of a Relocation Order to facilitate the acquisition of land necessary for the construction and maintenance of a public water transmission pipeline crossing Interstate 39/90. Additionally, staff recommend authorizing the Water Utility General Manager to enter into construction-related agreements with existing pipeline companies within the project area, subject to approval by the City Attorney.

BACKGROUND

The City of Madison and Dane County are working together to build a water transmission pipeline from Savannah Road to Secret Garden Drive, crossing Interstate 39/90. This pipeline is needed to support increased fire flow demand due to new development along County Highway AB. This pipeline will ensure adequate water pressure, flow rates, and quality for current and future development in Pressure Zone 4. The city passed a series of resolutions in 2024 to approve the project, share costs with Dane County, authorize bids, and secure funding.

A Relocation Order Map has been created to show which land needs to be acquired for the pipeline. The City will acquire the necessary land, either through negotiation or condemnation, as authorized under Wisconsin law. The Office of Real Estate Services and City Attorney will handle all legal and administrative aspects of acquiring the land. The Mayor and City Clerk are

authorized to sign the required documents. The Water Utility General Manager is authorized to oversee construction agreements and other final actions.

FISCAL NOTE

This relocation order and process comes at an estimated cost of $65,000. These costs and the associated funding are part of a cost sharing agreement with Dane County; MWU has available budget authority in MUNIS project number 15165.

LEGISLATIVE PATH

7/15/2025	Common Council (Introduction)
7/16/2025	Board of Public Works
7/22/2025	Water Utility Board
7/28/2025	Plan Commission
8/5/2025	Common Council (Final Action)

ATTACHMENTS

1. Memo (this document)
2. Pressure Zone Relocation Order Sheet 1
3. Pressure Zone Relocation Order Sheet 2
4. Vicinity Map

City of Madison

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

Master

File Number: 88556

File ID:	88556	**File Type:**	Resolution	**Status:**	Report of Officer
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	05/30/2025
File Name:	CSM - 202 Dixon St			**Final Action:**	

Title: Approving a Certified Survey Map of property owned by Aaron Leair and Leah Vandenberg located at 202 Dixon Street (District 15).

Notes:

CC Agenda Date: 08/05/2025

Agenda Number: 68.

Sponsors: Planning Division

Effective Date:

Attachments: Application_Redacted.pdf, Letter of Intent.pdf, Proposed CSM.pdf, CSM Approval Letter.pdf

Enactment Number:

Author:

Hearing Date:

Entered by: tparks@cityofmadison.com

Published Date:

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	7/2/2025	Maggie McClain	Approve	7/22/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Planning Division	07/02/2025	Referred for Introduction				
	Action Text: This Resolution was Referred for Introduction						
	Notes: Common Council (8/5/25)						
1	COMMON COUNCIL	07/15/2025	Refer to a future Meeting to Adopt	COMMON COUNCIL			
	Action Text: This Resolution was Referred to a future Meeting to Adopt to the COMMON COUNCIL						
	Notes: Adopt 8/5/25						
1	Department of Planning and Community and Economic Development	07/29/2025	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER				
	Action Text: This Resolution was RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER						
	Notes: The proposed Certified Survey Map has been administratively approved as allowed by MGO Section 16.23(4)(f)						

subject to the conditions included in the attached letter. Staff recommends adoption of the resolution.

Text of Legislative File 88556

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 Aaron Leair and Leah Vandenberg located at 202 Dixon Street (District 15).

Body
WHEREAS a Certified Survey Map of property owned by Aaron Leair and Leah Vandenberg located at 202 Dixon Street, 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 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

6/30/25 9:14 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: Aaron Leair & Leah Vandenberg Representative, if any: _____

Street address: 5022 Open Wood Way City/State/Zip: Madison, Wisconsin 53714

Telephone: 920-277-4277 Email: [redacted]

Firm Preparing Survey: Geo-Metre Surveying & Mapping, LLC Contact: Donal Carroll, RLS

Street address: 3764 Misty Lane City/State/Zip: Deforest, WI 53532

Telephone: 608-217-4103 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: 202 and 206 Dixon Street, Madison, WI 53704

Tax Parcel Number(s): 251 0710 053-1322-7

Zoning District(s) of Proposed Lots: TR-V1 and TOD 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	2		0.147 acre
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			

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.)

☐ **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.

☐ **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: Aaron Leair Signature: 

Date: 6/28/2025 Interest In Property On This Date: Co-owner

June 28, 2024

Leair & Vandenberg application for a CSM

Subject: Letter of Intent - Proposed Land Division at 202 & 206 Dixon Street, Madison, Wisconsin

City of Madison Planning
City of Madison Building Inspection

This letter of intent is to support a proposal for a land division involving our property at 202 Dixon Street and 206 Dixon Street in the city of Madison.

The current owners are Aaron Leah and Leah Vandenberg, 5022 Open Wood Way, Madison, Wisconsin 53714.

Currently, these two addresses are incorporated in a single tax parcel. 251/0710/053-1322-7. This tax parcel pertains to the following legal description: the Easterly 80 feet of Lot 12, and the Easterly 80 feet of Lot 13, Second Addition to Fair Oaks, City of Madison, Dane County, Wisconsin.

The applicants propose that a CSM be approved for the creation of two lots. One lot would consist of the Easterly 80 feet of lot 12, Second Addition to Fair Oaks and the second lot would consist of the Easterly 80 feet of Lot 13, Second Addition to Fair Oaks.

These two lots would both be suitable for residential buildings and are properly zoned for this purpose. At the present time, there is a two-story residential building on the partial Lot 13. There are no structures on the partial Lot 12. For the vacant lot, there is easy access to all utilities.

The proposed land division will be formalized through a Certified Survey Map (CSM) prepared by Geo-Metra Surveying and Mapping, LLC, 3764 Misty Lane, Deforest, WI 53523. The CSM would be signed by Donald E. Carroll, Wisconsin Registered Land Surveyor, S-2358.

At one time in the past, the partial Lot 12 and the partial Lot 13 were owned by separate parties. Then in March, 1951, the two partials were sold to a couple, Daniel D. Reid and Anna T. Reid. Thereafter, the parcels were sold to subsequent owners as combined unit for the purpose of the transactions.

Applicants seek to return to the previous time when there were two separate lots for ownership and tax purposes. Applicant proposes to sell the vacant lot and has interested buyers who indeed to build a residence on the parcel. It is believed that the construction would occur in the very near future. Any residence that is built will fit with surrounding homes in the neighborhood.

Applicants believe that this proposal is consistent with the goal of providing building sites for the housing need in the city of Madison.

We are committed to cooperating fully with the City Planning Commission to ensure that this land division complies with all applicable regulations and serves the best interests of all parties involved. We respectfully urge the Commission to carefully consider the points outlined above and grant approval for the proposed Certified Survey Map.

Thank you for your time and consideration. We welcome the opportunity to discuss this proposal further.

Respectfully



Aaron Leair

CERTIFIED SURVEY MAP No.

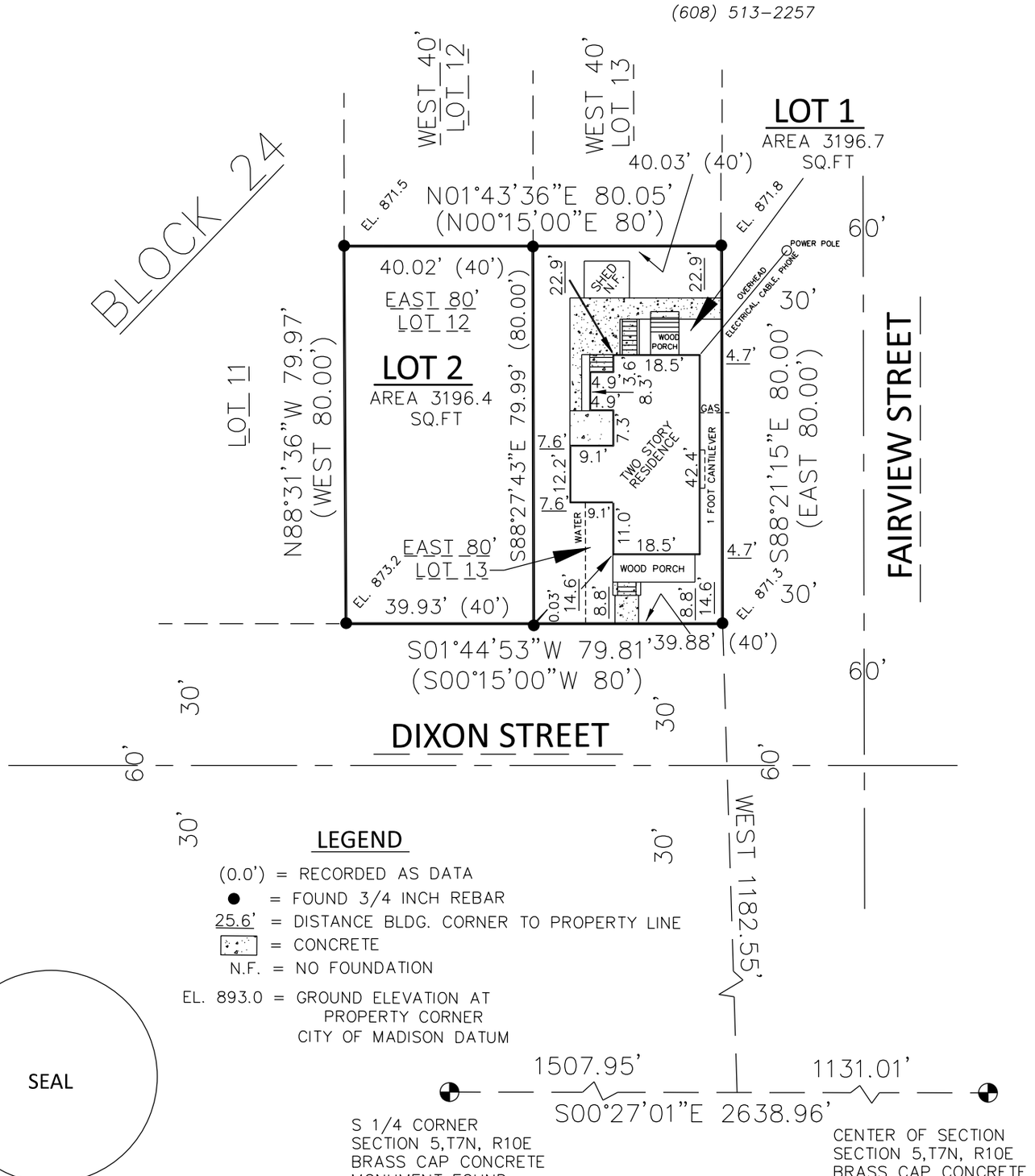
BEING A SURVEY OF THE EASTERLY 80 FEET OF LOTS 12 AND 13, BLOCK 24, SECOND ADDITION TO FAIR OAKS, ALL LOCATED IN THE NE 1/4 OF THE SW 1/4 OF SECTION 5, T7N, R10E, CITY OF MADISON, DANE COUNTY, WISCONSIN.

BEARING REFERENCE:
EAST LINE OF SW 1/4
SECTION 5, T7N, R10E
ASSUMED: S00°27'01"E

NORTH
SCALE 1"= 30
0' 15' 30' 60'

Surveyed for and address of parcel:
Aaron F. Leair and
Leah A. Vandenberg
202 Dixon Street
Madison, WI 53704

Surveyed by:
Geo-Metra Surveying & Mapping, LLC
3764 Misty Lane
Deforest, WI 53532
(608) 513-2257



LEGEND

(0.0') = RECORDED AS DATA
● = FOUND 3/4 INCH REBAR
25.6' = DISTANCE BLDG. CORNER TO PROPERTY LINE
= CONCRETE
N.F. = NO FOUNDATION
EL. 893.0 = GROUND ELEVATION AT PROPERTY CORNER CITY OF MADISON DATUM

SEAL

1507.95' S00°27'01"E 1131.01' 2638.96'

S 1/4 CORNER
SECTION 5,T7N, R10E
BRASS CAP CONCRETE
MONUMENT FOUND

CENTER OF SECTION
SECTION 5,T7N, R10E
BRASS CAP CONCRETE
MONUMENT FOUND

Note:
1) All USPLSS Monuments and Witness Monuments were found and verified per the latest tie sheets of record.

DOCUMENT NO. _____

VOLUME___ PAGE_____

CERTIFIED SURVEY MAP NO._____

CERTIFIED SURVEY MAP No._____

LOCATED IN THE NE ¼ OF THE SW ¼ OF SECTION 5, TOWNSHIP 7 NORTH, RANGE 10 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN

Surveyor's Certificate:

I, Donald E. Carroll, Professional Land Surveyor, S-2358, hereby certify that this survey is in full compliance with the provisions of Section 236.34 of the Wisconsin Statutes and the Subdivision Regulations of the City of Madison. I further certify that at the direction of the owners, I have surveyed, divided, mapped and monumented the land described herein and the map is a correct representation of the exterior boundaries of the land surveyed and the division thereof. I further certify that the map is accurate and correct to the best of my knowledge and belief. This is a survey of the Easterly 80 feet of Lots 12 and 13, Block 24, Second Addition to Fair Oaks, all located in the NE ¼ of the SW ¼ of Section 5, Township 7 North, Range 10 East, City of Madison, Dane County, Wisconsin. The land surveyed is more particularly described as follows: Commencing at the Center of said Section 5, thence S 00°27'01" E, 1131.01 feet along the East line of said NE 1/4 of said SW 1/4; thence West, 1182.55 feet to the Northeast corner of said Lot 13 and the point of beginning; thence S 01°44'53" W, 79.81 feet; thence N 88°31'36" W, 79.97 feet; thence N 01°43'36" E, 80.05 feet; thence S 88°21'15" E, 80.00 feet to the point of beginning. This parcel contains 6393.10 square feet, 0.147 acre.

.

_____Date_____

Donald E. Carroll, Wisconsin Registered Land Surveyor, S-2358

OWNERS' CERTIFICATE:

Leah A. Vandenberg and Aaron F. Leair, as owners do hereby certify that they caused the land described on this certified survey map to be surveyed, divided, mapped and dedicated as represented on the certified survey map. The owners also certify that this certified survey map is required by §236.10 and §236.12 to be submitted to the City of Madison for approval or objection.

Witness the hand and seal of said owners this ___day of _____, 2025.

_____ _____

Leah A. Vandenberg Aaron F. Leair

STATE OF WISCONSIN)
)ss.
COUNTY OF DANE)

Personally came before me this _____ day of _____, 2025, Leah A. Vandenberg and Aaron F. Leair, to me known to be the persons who executed the foregoing instrument and acknowledged the same.

_____

Print Name_____

Notary Public, State of Wisconsin

My commission expires: _____

SURVEYED BY:

Geo-Metra Surveying and Mapping, LLC

3764 Misty Lane

Deforest, WI 53532

(608) 513-2257

CERTIFIED SURVEY MAP NO._____

VOLUME_____PAGE_____

DOCUMENT NO._____

CERTIFIED SURVEY MAP No._____

LOCATED IN THE NE ¼ OF THE SW ¼ OF SECTION 5, TOWNSHIP 7 NORTH, RANGE 10 EAST, CITY OF MADISON, DANE COUNTY, WISCONSIN

DRAINAGE NOTES:

a) All lots within said plat/certified survey shall be subject to public easements for drainage purposes which shall be a minimum of six (6) feet in width measured from the property line to the interior of each lot except that the easements shall be twelve (12) feet in width on the perimeter of the plat/certified survey. For purposes of two (2) or more lots combined for a single development site, or where two (2) or more lots have a shared driveway agreement, the public easement for drainage purposes shall be a minimum of six (6) feet in width and shall be measured only from the exterior property lines of the combined lots that create a single development site, or have a shared driveway agreement, except that the easement shall be twelve (12) feet in width along the perimeter of the plat/certified survey. Easements shall not be required on property lines shared with greenways or public streets. No buildings, driveways, or retaining walls shall be placed in any easement for drainage purposes. Fences may be placed in the easement only if they do not impede the anticipated flow of water. In the event of a City of Madison Plan Commission and/or Common Council approved re-division of a previously subdivided property, the underlying public easements for drainage purposes are released and replaced by those required and created by the current approved subdivision.

b) The intra-block drainage easement shall be graded with the construction of each principal structure in accordance with the approved storm water drainage plan on file with the City Engineer and the Zoning Administrator, as amended in accordance with the Madison General Ordinances.

c) Easement widths may be reduced to match zoning district yard requirements upon approval by the City Engineer.

CITY OF MADISON PLAN COMMISSION CERTIFICATE:

Approved for recording per Secretary of the City of Madison Planning Commission.

_____ _____

Meagan Tuttle, Secretary of Plan Commission Date

MADISON COMMON COUNCIL CERTIFICATE:

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 _____, 2025, 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

_____

Maribeth L. Wetzel-Behl, City Clerk
City of Madison, Dane County, Wisconsin

REGISTER OF DEEDS CERTIFICATE:

Received for recording this _____day _____, 2025

at _____o'clock ____m and recorded in Volume_____ of Certified Survey Maps of Dane County, Wisconsin on Pages _____ as Document Number_____.

_____

Kristi Chlebowski, Dane County Register of Deeds

CERTIFIED SURVEY MAP NO._____

VOLUME_____PAGE_____

DOCUMENT NO._____ **SHEET 3 OF 3**

Department of Planning & Community & Economic Development
Planning Division
Meagan E. Tuttle, Director
Madison Municipal Building, Suite 017
215 Martin Luther King, Jr. Blvd.
P.O. Box 2985
Madison, WI 53701-2985
Phone: (608) 266-4635
planning@cityofmadison.com

****BY E-MAIL ONLY****

July 30, 2025

Aaron Leair & Leah Vandenberg
5022 Open Wood Way
Madison, Wisconsin 53714

RE: LNDCSM-2025-00022; ID 88556 – Certified Survey Map – 202 Dixon Street, Section 5, T7N, R10E, City of Madison, Dane County, Wisconsin

Dear Aaron and Leah,

The Certified Survey Map (CSM) to divide 202 Dixon Street into two lots is hereby **conditionally approved**. The property is zoned TR-V1 (Traditional Residential–Varied 1 District) and is located in the Transit-Oriented Development Overlay 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 four (4) items:

1. Lot 2 of the proposed CSM is the major drainage path for runoff from the block that this lot is part of. A note shall be added to the CSM indicating that this lot will require a site drainage plan to be submitted to the City Engineering Division for review and approval prior to release of building permits for any future development on the lot. A hold shall be placed on the lot in the City's permitting system to this effect.

2. 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.

3. Madison Metropolitan Sewerage District (MMSD) charges are due and payable prior to City Engineering Division 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 sign-off.

4. A minimum of two (2) working days prior to requesting City Engineering signoff on the CSM, contact either Tim Troester (West) at (608) 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).

Please contact Julius Smith of the City Engineering Division–Mapping Section at (608) 264-9276 if you have questions regarding the following nine (9) items:

5. In accordance with Wisconsin Statutes Section s. 236.18(8), the applicant shall reference City of Madison WCCS Dane Zone, 1997 Coordinates on all PLS corners on the 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 for current tie sheets and control data that has been provided by the City of Madison.

6. Per Wis. Stats. Section 236.34(1m)(d)2, revise the written legal description to start at the South Quarter Corner of Section 5. Per statute, descriptions cannot commence at a center of section.

7. Revise the plat name in the caption description at the top of Sheet 1 of 3 to read “Fair Oaks Land Co's Second Addition to Fair Oaks, Document No. 253234,” as it shown on the face of the plat and in the title work provided. Further, use this same revised caption at the top of Sheets 2 and 3 of 3.

8. Revise the plat name in the written legal description on Sheet 2 to read “Fair Oaks Land Co's Second Addition to Fair Oaks, Recorded as Document No. 253234,” as it shown on the face of the plat and in the title work provided.

9. Provide the CSM in Wisconsin County Coordinate System and reference the bearings to the system and note the Datum and adjustment use for the north reference. e.g. NAD83(97) Note: This may rotate all bearings as shown on the survey and result in revisions to the written legal description.

10. Per Wis. Stats. Section 236.20(3)(d), the names of adjoining streets, state highways and subdivisions shown in their proper location shall be underscored by a dotted or dashed line. On the face of the CSM, show “Block 24” with dashed or dotted lines and add the plat name “ Fair Oaks Land Co's Second Addition to Fair Oaks” beneath it, also underlined with dashes or dots.

11. As noted in under Drainage Notes under Item C) work with Zoning and Engineering on what the current zoning for the new lots will be and if a reduction of the standard easements will be needed to fit or meet both the existing and proposed building sites, buildable area. If a reduction is needed the specific width of the non-standard easements will need to be noted and/or shown on the face of the CSM.

12. Records indicate that 202 Dixon Street is a two-family dwelling. Confirm the use of the building.

13. The applicant shall submit to Julius Smith prior to final Engineering Division sign-off of the subject CSM, 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 shall be void of gaps and overlaps and match the final recorded CSM: right of way lines (public and private); lot lines; lot numbers; lot/plat dimensions; street names, and; easement lines (including wetland and floodplain boundaries).

*This transmittal is a separate requirement than the required submittals to Engineering Streets Section for design purposes. The developer/surveyor shall submit new updated final plat, electronic data and a written notification to Engineering Mapping for any changes to the plat which occur subsequent to any submittal.

Please contact Brian Kowalski of the Parks Division at (608) 243-2848 if you have any questions regarding the following two (2) items:

14. Park Impact Fees (comprised of the Park Infrastructure Impact Fee, per MGO Sec. 20.08(2)), and Park-Land Impact Fees, per MGO Sections 16.23(6)(f) and 20.08(2) will be required for all new residential development associated with this project. This development is within the East Park-Infrastructure Impact Fee district. The Park Impact Fee ID# for this project is 25046.

15. The following note shall 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." The Parks Division shall be required to sign off on this CSM.

Please contact Jeff Belshaw of the Madison Water Utility at (608) 261-9835 if you have any questions regarding the following item:

16. 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 Heidi Radlinger of the Office of Real Estate Services at (608) 266-6558 if you have any questions regarding the following eleven (11) items:

17. Prior to approval sign-off by the Office of Real Estate Services ("ORES"), the Owner's Certificates 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 interests reported in the most recent title report. If any of the land within the CSM boundary is under contract for sale or purchase, and said transfer will be conducted at the time of CSM recording, an escrow agreement may be necessary. Please discuss closing plans with ORES in advance of CSM signoff. The City and 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.

18. 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). 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.

19. 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).

20. Per 236.21(3) Wis. Stats. and MGO Section 16.23(4)(f), the property owner shall pay all real estate taxes that are accrued or delinquent for the subject property prior to CSM recording.

21. 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.

22. For the Madison Common Council Certificate, the signatory is Michael Haas, Acting City Clerk.

23. For the City of Madison Plan Commission Certificate, the Secretary of the Plan Commission is Matthew Wachter.

24. As of the date of this letter, 2024 real estate taxes are paid for the subject property. Per 236.21(3) Wis. Stats. and MGO Section 16.23(4)(f)(3), the property owner shall pay all real estate taxes that are accrued or delinquent for the subject property prior to CSM recording. This includes property tax bills for the prior year that are distributed at the beginning of the year.

25. As of the date of this letter, 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 MGO Section 16.23(4)(f)(3).

26. Pursuant to MGO Section 16.23(4)(c)(1), the owner shall furnish an updated title report to the ORES via email to Heidi Radlinger 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 submitted with the CSM application and include all associated documents that have been recorded since the initial title report (June 1, 2025). A title commitment may be provided, but will be considered only as supplementary information to the title report update. The 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.

27. The owner shall email the document number of the recorded CSM via email to Heidi Radlinger when the recording information is available.

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 <u>August 5, 2025</u> 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 (608) 261-9632 or tparks@cityofmadison.com.

Sincerely,

Timothy M Parks

Timothy M. Parks
Planner

cc: Donald Carroll, Geo-Metre Surveying and Associates, LLC (by e-mail copy)

City of Madison

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

Master

File Number: 89144

File ID:	89144	**File Type:**	Resolution	**Status:**	Unfinished Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/09/2025
File Name:	Accepting ownership of the sculpture “Mother & Child” by Austen Brantley, located at the end of the sidewalk segment in the public right-of-way adjacent to 3002 Darbo Drive. (District 15)			**Final Action:**	

Title: Accepting ownership of the sculpture “Mother & Child” by Austen Brantley, located at the end of the sidewalk segment in the public right-of-way adjacent to 3002 Darbo Drive. (District 15)

Notes:

		CC Agenda Date:	08/05/2025
		Agenda Number:	69.
Sponsors:	Dina Nina Martinez-Rutherford	**Effective Date:**	
Attachments:	2025-07 Austen Brantley Mother and Child Acceptance Docs.pdf	**Enactment Number:**	
Author:	Karin Wolf	**Hearing Date:**	
Entered by:	kwolf@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	7/10/2025	Maggie McClain	Approve	7/30/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Planning Division	07/09/2025	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Common Council (8/5/25)					
1	COMMON COUNCIL	07/15/2025	Refer to a future Meeting to Adopt	COMMON COUNCIL			Pass
	Action Text:	A motion was made by Vidaver, seconded by Govindarajan, to Refer to a future Meeting to Adopt to the COMMON COUNCIL. The motion passed by voice vote/other.					
	Notes:	Adopt 8/5/2025					

Text of Legislative File 89144

Fiscal Note

The proposed resolution authorizes the City of Madison to accept ownership of a public art sculpture. Maintenance related to the piece will be included in future Planning Division budgets. No additional City appropriation required.

Title

Accepting ownership of the sculpture “Mother & Child” by Austen Brantley, located at the end of the sidewalk segment in the public right-of-way adjacent to 3002 Darbo Drive. (District 15)

Body

WHEREAS, on May 16, 2023, the City of Madison Common Council passed Resolution number RES-23-00389, Legislative File I.D. number 77466 amending Planning’s 2023 Capital Budget to appropriate $10,000 in private donations and approving a non-competitive sole-source contract with Austen Brantley to create and install a sculpture for the Darbo-Worthington-Starkweather Neighborhood and authorizing the acceptance of outside funding for the project; and,

WHEREAS, on June 18, 2024,the City of Madison Common Council passed Resolution number RES-24-00394, Legislative File I.D. number 83444 approving the design and location for the Darbo-Worthington Neighborhood Public Art project by Austen Brantley (District 15); and,

WHEREAS, Mother & Child was successfully installed at the end of the sidewalk segment in the public right-of-way adjacent to 3002 Darbo Drive Monday, June 30, 2025; and,

WHEREAS, Austen Brantley has submitted all necessary photos and other documentation for the project as specified in their agreement; and,

WHEREAS, on July 8, 2025, the piece was unveiled by Artist Austen Brantley, followed by a community celebration in conjunction with Parks Alive! at Worthington Park.

NOW, THEREFORE, BE IT RESOLVED, the Common Council of the City of Madison accepts ownership of Mother & Child by Austen Brantley, at the end of the sidewalk segment in the public right-of-way adjacent to 3002 Darbo Drive.

City of Madison Department of Planning and
Community and Economic Development
Planning Division
215 Martin Luther King, Jr. Blvd., Suite 017
P.O. Box 2985, Madison WI 53701-2985
madisonarts@cityofmadison.com
www.cityofmadison.com/arts

Mother & Child by Austen Brantley

3002 Darbo Drive, Madison WI 53713
District 15




MOTHER AND CHILD
Austen Brantley
Bronze, 2025
CITY OF MADISON


MOTHER AND CHILD
Austen Brantley
Bronze 2025
CITY OF MADISON


MOTHER AND CHILD
Austen Brantley
Bronze, 2025
CITY OF MADISON







Technical Description

- The finished weight is approximately 145 pounds.
- The bronze alloy (standard for art in the US) is CDA 873 silicon bronze, also known as Everdur.
- Majority of the sculpture is 3/16" thick.
- The patina used liver of sulfur, ferric nitrate, and a beige oxide wash.
- Sealed with lacquer and waxed.
- The base is Caprice granite sourced from Minnesota. 36” 36” x 36". C220-honed finish.
- Sculpture secured using threaded stainless steel rods adhered into granite with:

2.04 ADHESIVE ANCHORS

A. Adhesive anchors shall be HIT HY 200 by Hilti, Inc., Red Head C6+ or Red Head A7+ by ITW, Pure 110+ or AC200+ by DeWalt, Set-XP by Simpson Strong-Tie Anchor Systems, or approved equal.

Ekberg, Meri Rose

From: Austen Brantley <austenbrantley@gmail.com>
Sent: Wednesday, July 2, 2025 4:17 PM
To: Ekberg, Meri Rose; Wolf, Karin
Cc: Avie Linden
Subject: Maintenance schedule

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

Here's a yearly maintenance schedule for cleaning a bronze statue:

Monthly:

1. *Dusting*: Use a soft-bristled brush or a dusting cloth to gently remove loose dust and debris from the statue's surface.

Quarterly:

1. *Mild soap cleaning*: Mix a solution of mild soap (pH-neutral) and distilled water. Dip a soft cloth into the solution, wring it out thoroughly, and gently wipe down the statue. Avoid using abrasive materials or scrubbers.
2. *Rinse*: Use a clean, damp cloth to wipe away any soap residue.

Bi-Annually:

1. *Wax application*: Apply a high-quality, neutral-pH wax (specifically designed for bronze) to protect the statue from environmental elements. Follow the manufacturer's instructions for application and buffing.

Yearly:

1. *Deep cleaning*: Use a gentle bronze cleaning solution (follow manufacturer's instructions) to remove any stubborn grime or patina buildup. Rinse thoroughly with distilled water and dry with a soft cloth.
2. *Patina evaluation*: Inspect the statue's patina (natural aging process) and determine if any additional maintenance or restoration is needed.

As Needed:

1. *Spot cleaning*: Address any spills, splatters, or stains promptly using a gentle cleaning solution and soft cloth.
2. *Restoration*: If the statue suffers from significant damage, corrosion, or wear, consider consulting a professional conservator or restorer.

Tips:

- Avoid using harsh chemicals, abrasive materials, or high-pressure washes, as these can damage the bronze or disrupt the patina.

- Consider applying a clear coat or wax to protect the statue from environmental elements.
- Regular maintenance can help prevent damage and reduce the need for costly restorations.

Keep in mind that specific cleaning and maintenance requirements may vary depending on the statue's environment, location, and type of bronze used. If unsure, consult a professional conservator or restorer for personalized guidance.

Sculptor Austen Brantley
He/him/his
+1(248)825-9330
http://austenbrantley.com

AUSTEN BRANTLEY SCULPTURE

1069 Beaufait Street ◆ Detroit ◆ MI ◆ 48207

February 19, 2025

Invoice No. 2025_011

TO:

Madison Arts Commission
Madison Municipal Building, Suite 017
215 Martin Luther King Jr. Blvd.
Madison, WI 53703

Re: Public Art Commission

DESCRIPTION	AMOUNT
Second installment (2/4): Upon completion of initial Modeling and Fabrication	$22,600
Thank you!	TOTAL: $22,600

Wire payment due upon receipt.

Bank Name: Chase Bank
Account Name: Austen Brantley Sculptor LLC

Account number 608810732

Routing number 072000326

for incoming wires. Address is 270 Park Ave., New York, NY 10017.

City of Madison

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

Master

File Number: 89252

File ID:	89252	**File Type:**	Ordinance	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/22/2025
File Name:	Snow Emergency Zone			**Final Action:**	

Title: Repealing and Recreating Subsection 12.1335(2) of the Madison General Ordinances to update the Snow Emergency Zone Description.

Notes: 6979SnowEmergencyZone

		CC Agenda Date:	08/05/2025
		Agenda Number:	70.
Sponsors:	Regina M. Vidaver, Tag Evers, Davy Mayer, Will Ochowicz And Michael E. Verveer	**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:	Doran Viste	**Hearing Date:**	
Entered by:	mglaeser@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	7/22/2025	Michael Haas	Approved as to Form	8/11/2025
1	2	7/29/2025	Ryan Pennington	Approve	8/11/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Attorney's Office	07/22/2025	Referred for Introduction				

Action Text: This Ordinance was Referred for Introduction
Notes: Transportation Commission (8/13/25); Common Council (9/2/25)

Text of Legislative File 89252

Fiscal Note

No City appropriation required.

Title

Repealing and Recreating Subsection 12.1335(2) of the Madison General Ordinances to

update the Snow Emergency Zone Description.

Body

DRAFTER'S ANALYSIS: This ordinance replaces the current description of the snow emergency zone to account for redistricting that occurred in 2022. Due to the redistricting process, the ordinance, which establishes the snow emergency zone based upon alder district numbers, no longer reflects the snow emergency zone that was created by the Council in 2019 by ORD-19-00073 (File No. 57223). The updated zone description does not alter the existing snow emergency zone and will therefore not require any new signage or expenditures.

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The Common Council of the City of Madison do hereby ordain as follows:

1. Subsection (2) entitled "Snow Emergency Zone" of Section 12.1335 entitled "Alternate-Side Parking and Snow Emergency Parking" of the Madison General Ordinances is repealed and replaced as follows:

"(2) Snow Emergency Zone. Alternate-side parking as defined in Subsection (1) shall not apply to an area defined as a Snow Emergency Zone unless a snow emergency has been declared under this section. The Snow Emergency Zone is described below and represented in a map available at https://www.cityofmadison.com/residents/winter/parking/SEZ.cfm.

The Snow Emergency Zone shall include all those City streets within the following defined area:

Starting at the intersection of University Ave. and N. Park St., continuing north to the shoreline of Lake Mendota, then east and northeast along said shoreline to the boundary with the Village of Maple Bluff, then due east to Fordem Ave., then south to E. Johnson St., then southwest to the Yahara River, then southeast to E. Washington Ave., then northeast to STH 30, then east to Rethke Ave., then south to the center line of the Wisconsin & Southern Railroad, then northeast to N. Fair Oaks Ave., then south along N. Fair Oaks Ave. and the boundary line of Ward 18 to Milwaukee St., then southwest to Starkweather Creek, then south along Starkweather Creek to Lake Monona, then west, southwest and southeast along the shore of Lake Monona to Wingra Creek, then southwest, west and northwest and west along Wingra Creek to Lake Wingra, then west along the shore of Lake Wingra to Gilmore St. extended, then northwest to Monroe St., then southwest to Odana Rd., then west to the Southwest Path, then northeast to Glenway St., then northwest and north to Speedway Rd., then northeast to S. Franklin Ave., then north to University Ave., then east to Campus Drive, then east to University Ave. and to the point of beginning."

Editor's Note:

Subsection (2) entitled "Snow Emergency Zone" of Section 12.1335 entitled "Alternate-Side Parking and Snow Emergency Parking currently reads:

"(2) "Snow Emergency Zone." Alternate-side parking as defined in Subsection (1) shall not apply to an area defined as a Snow Emergency Zone unless a snow emergency has been declared under this section. The Snow Emergency Zones are described below and represented in a map available at https://www.cityofmadison.com/residents/winter/parking/SEZ.cfm.

(a) All streets in Aldermanic District 2, as defined in Sec. 15.03(2), MGO.
(b) All streets in Aldermanic District 4, as defined in Sec. 15.03(4), MGO.
(c) All streets in Aldermanic District 6, as defined in Sec. 15.03(6), MGO.
(d) All City streets in Aldermanic District 8, as defined in Sec. 15.03(8), MGO, and further defined as all streets east of, and including, North Park Street, and south of, and including, University Avenue.
(e) All streets in Aldermanic District 13, as defined in Sec. 15.03(13), MGO.
(f) A portion of the streets in Aldermanic District 5, defined as the area bounded by the intersection of North Franklin Avenue and University Avenue, to Campus Drive, to University Avenue, to the intersection of University Avenue and North Randall Avenue, to the intersection of North Randall Avenue and Regent Street, to the intersection of Regent Street and South Spooner Street, to the intersection of South Spooner Street and Rowley Avenue, to the intersection of Rowley Avenue and Commonwealth Avenue, to the intersection of Commonwealth Avenue and Hillington Green, to the intersection of Hillington Green and Norwood Place, to the intersection of Norwood Place and Virginia Terrace, to the intersection of Virginia Terrace and Regent Street, to the intersection of Regent Street and Speedway Road, to the intersection of Speedway Road and South Franklin Avenue, to North Franklin Avenue, continuing to the point of beginning. All boundary streets in this subsection are included as part of the Snow Emergency Zone."

City of Madison

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

Master

File Number: 89254

File ID:	89254	**File Type:**	Ordinance	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/22/2025
File Name:	Street Tree Protection			**Final Action:**	

Title: Amending Sections 4.095, 10.05, 10.055, 10.08, 10.101, 23.24 and 1.08(3)(a) and Creating Section 10.105 of the Madison General Ordinances to enhance the City's street tree protection provisions and to establish a Street Tree Replacement Fund.

Notes: 6980StreetTreeProtection

		CC Agenda Date:	08/05/2025
		Agenda Number:	71.
Sponsors:	Satya V. Rhodes-Conway, Michael E. Verveer, Tag Evers, Davy Mayer And Will Ochowicz	**Effective Date:**	
Attachments:	89254Body.pdf, Tree Protection Specifications-Proposed Updates.pdf, Tree Protection Ord Changes (7.22.25).pdf	**Enactment Number:**	
Author:	Doran Viste	**Hearing Date:**	
Entered by:	mglaeser@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	7/22/2025	Michael Haas	Approved as to Form	8/11/2025
1	2	7/23/2025	Robert Mulcahy	Delegated	
1	3	7/23/2025	Khadidiatou Dia	Approve	7/29/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Attorney's Office	07/22/2025	Referred for Introduction				

Action Text: This Ordinance was Referred for Introduction

Notes: Board of Public Works (9/3/25), Plan Commission (8/11/25), Sustainable Madison Committee (8/20/25), Finance Committee (8/25/25), Common Council (9/16/25)

Text of Legislative File 89254

Fiscal Note

The proposed ordinance changes are to enhance the City's street tree protection and to establish a Street Tree Replacement Fund. No City funds required.

Title

Amending Sections 4.095, 10.05, 10.055, 10.08, 10.101, 23.24 and 1.08(3)(a) and Creating Section 10.105 of the Madison General Ordinances to enhance the City's street tree protection provisions and to establish a Street Tree Replacement Fund.

Body

DRAFTER'S ANALYSIS: This ordinance makes numerous changes to the City's ordinances to enhance the City's protection of its street trees.

Under the ordinance, and in combination with contemporaneous changes to the Tree Protection Specifications of the City's Standard Specifications for Public Works Construction, additional requirements will be placed on users of the public rights-of-way to identify street tree related conflicts earlier, to take precautions to protect street trees from damage, injury or removal if possible, and to require tree replacement and reestablishment where removals occur. These changes are being made to and incorporated within several permits: the right-of-way excavation permit under Section 10.05; the street occupation permit under Section 10.055; driveway permits under Section 10.08; and tree trimming, pruning and removal permits under Section 10.101. Permittees will be required to identify impacted trees at the time of application, obtain prior permission for any tree removal, and abide by the Tree Protection Specifications for any associated work. Permits may be denied if street tree impacts will occur, and permits may be revoked if street trees are damaged or removed without authority. Where street trees are removed by third parties, persons will be required to replace and reestablish street trees, which may include planting new trees or payment to the newly established Street Tree Replacement Fund, the proceeds of which will be used by the City to support the planting, establishment and protection of street trees. The goal will be to make the City whole for its loss, and provide more incentive for right-of-way users to avoid impacting street trees if possible, particularly mature, well-established trees that cannot be adequately replaced. Sec. 4.085(2)(c) is also being amended to make it clear that the costs incurred by the Urban Forestry Program that are funded by third party payments to the Street Tree Replacement Fund are not duplicative of those costs attributable to the Urban Forestry Special Charge.

This ordinance will go into effect on January 1, 2026.

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Please see Legistar File No. 89254 Body in Attachments.

Legistar File No. 89254 Body

DRAFTER'S ANALYSIS: This ordinance makes numerous changes to the City's ordinances to enhance the City's protection of its street trees.

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This ordinance will go into effect on January 1, 2026.

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The Common Council of the City of Madison do hereby ordain as follows:

1. Subdivision (c) entitled "Program Costs" of Subsection (2) entitled "Definitions" of Section 4.095 entitled "Urban Forestry Special Charge" of the Madison General Ordinances is amended as follows:

"(c) Program Costs. The Urban Forestry Program Costs shall include the costs to the City to perform the activities associated with the Urban Forestry Program. They do not include any costs incurred by the City that are reimbursed from other sources such as federal or state funding, grants, insurance proceeds, restitution, donations, endowments, or other third party sources, including, specifically, public nuisance abatement costs recovered under Sec. 23.40, MGO, or the Street Tree Replacement Fund under Sec. 10.105, MGO."

2. Subparagraph e of Paragraph 2 of Subdivision (b) entitled "Excavation Permit Application" of Subsection (6) entitled "Excavation Permit Requirement" of Section 10.05 entitled "Occupancy of Rights-of-Way" of the Madison General Ordinances is created as follows:

"e. The applicant shall identify all street trees within the project area and whether the trees, including their root structures, will be impacted by the proposed work. When identifying any impacted trees, the applicant must identify the species of the impacted trees and the DBH or caliper measurement of the tree, as those terms are defined in Sec. 10.105(2)."

3. Subdivision (b) entitled “Repair or Restoration Required” of Subsection (8) entitled “Right-of-Way Repair/Restoration” of Section 10.05 entitled “Occupancy of Rights-of-Way” of the Madison General Ordinances is amended as follows:

“(b) Repair or Restoration Required. The Permittee shall be required to either repair the public right-of-way and to pay a degradation fee, or restore the right-of-way. It is the Permittee's election whether to restore the excavation and surrounding pavement in lieu of repair and a degradation fee. In addition to repairing its own work, the Permittee must repair the general area of the work, and the surrounding areas, including the paving and its foundations, to the specifications of the Department. If the work will involve the removal of a tree in the right-of-way, Permittee shall also be required to comply with Sec. 10.105.”

4. Subdivision (d) entitled “Tree Protection” of Subsection (11) entitled “Other Obligations” of Section 10.05 entitled “Occupancy of Rights-of-Way” of the Madison General Ordinances is created as follows:

“(d) Tree Protection.

1. Requirement. For any trees within the project area that are not the subject of a tree trimming, pruning or removal permit issued under Sec. 10.101, the applicant shall comply with Section 107.13, the Tree Protection Specifications, of the City’s Standard Specifications for Public Works Construction, where applicable, while performing work under the permit issued under this Section.
2. Penalty. In addition to revocation or suspension of the permit under Sub. (12) and the requirements of Section 10.105, the failure to comply with the Tree Protection Specifications as required under this Subdivision shall be subject to a forfeiture of five hundred dollars ($500), unless the violation results in the removal of a tree, in which case the forfeiture shall be one hundred and fifty dollars ($150) per trunk diameter inch of the impacted tree, as measured or estimated at 4 1/2 feet above the ground and rounded down to the nearest inch. Each day such violation or failure to comply continues shall be considered a separate offense.”

5. Paragraph 16 of Subdivision (a) entitled “Grounds” of Subsection (12) entitled “Revocations, Suspensions, Refusals to Issue or Extend Permits” of Section 10.05 entitled “Occupancy of Rights-of-Way” of the Madison General Ordinances is created as follows:

“16. The applicant or Permittee has failed to identify impacted trees, comply with Section 107.13, the Tree Protection Specifications, of the City’s Standard Specifications for Public Works Construction or an approved tree trimming or tree replacement plan, or caused unauthorized injury or damages, including removal, of right-of-way trees on prior projects.”

6. Subsection (3) entitled “Permit Application” of Section 10.055 entitled “Occupancy of Streets or Other Public Areas” of the Madison General Ordinances is amended as follows:

“(3) Permit Application. An application for a street occupancy permit shall be in writing to the City Traffic Engineer and shall describe the premises to be occupied by lot, block and/or

street on or over which such material or machinery is desired to be placed, the area of occupation sought, the character of the material for which the permit is desired and the duration of the proposed occupation. The application shall identify all street trees within the proposed occupancy area and whether the trees, including their root structures, will be impacted by the proposed work. When identifying any impacted trees, the applicant must identify the species of the impacted trees and the DBH or caliper measurement of the tree, as those terms are defined in Sec. 10.105(2). The application should also note whether the proposed occupation area will require, or reasonably necessitate, the trimming, pruning or removal of any City tree. The application shall include a drawing of the proposed occupation area, the application fee, the certificate of insurance and surety bond required under Subdivision (4)(a), and an agreement to abide by all conditions set forth in Subsection (4)."

7. Paragraph 4 entitled "Public Trees" of Subdivision (c) entitled "Occupational Limitations" of Subsection (4) entitled "Permit Conditions" of Section 10.055 entitled "Occupancy of Streets or Other Public Areas" of the Madison General Ordinances is created as follows:

"4. Public Trees. No permit shall be issued where, in the determination of the City Forester, the proposed occupancy will endanger the health or welfare of an existing street tree, unless the applicant has also been granted a tree trimming, pruning or removal permit under Sec. 10.101 and/or the applicant agrees to comply with Section 107.13, the Tree Protection Specifications, of the City's Standard Specifications for Public Works Construction."

8. Subdivision (n) entitled "Restoration" of Subsection (4) entitled "Permit Conditions" of Section 10.055 entitled "Occupancy of Streets or Other Public Areas" of the Madison General Ordinances is amended as follows:

"(n) Restoration . Upon either the expiration of the permit or, if the work of construction is completed before the permit expires, the completion of the work, the permitted area occupied under this Section shall be restored to its original condition and left in good repair and condition. The permittee shall be responsible for the repair of any damage noted by City staff and shall repair it to City of Madison Standard Specification for Public Works Construction. Any new or reconstructed sidewalk shall comply with Section 10.06. If the occupation resulted in the removal of a tree in the right-of-way, Permittee shall also be required to comply with Sec. 10.105. The City Traffic Engineer or City Engineer shall inspect the area upon completion of the restoration and the permittee shall make any further repairs required by the City Traffic Engineer or City Engineer needed to address any deficiencies that did not exist prior to the occupation. If permittee does not adequately restore the permitted area as required, the City may perform any repairs or restoration and recover the costs thereof as a special charge against the adjoining property under Sec. 4.09(13)."

9. Subdivision (s) entitled "Tree Protection" of Subsection (4) entitled "Permit Conditions" of Section 10.055 entitled "Occupancy of Streets or Other Public Areas" of the Madison General Ordinances is created as follows:

"(s) Tree Protection.

1. Requirement. For any trees within the project area that are not the subject of a tree trimming, pruning or removal permit issued under Sec. 10.101, the applicant

shall comply with Section 107.13, the Tree Protection Specifications, of the City's Standard Specifications for Public Works Construction, where applicable, while occupying the permitted area.

2. Penalty. In addition to revocation or suspension of the permit under Sub. (6) and the requirements of 10.105, the failure to comply with the Tree Protection Specifications as required under this Subdivision shall be subject to a forfeiture of five hundred dollars ($500), unless the violation results in the removal of a tree, in which case the forfeiture shall be one hundred and fifty dollars ($150) per trunk diameter inch of the impacted tree, as measured or estimated at 4 1/2 feet above the ground and rounded down to the nearest inch. Each day such violation or failure to comply continues shall be considered a separate offense."

10. Subsection (5) entitled "Public Trees" of Section 10.055 entitled "Occupancy of Streets or Other Public Areas" of the Madison General Ordinances is amended as follows:

"(5) Public Trees . Any trimming, pruning or removal of public trees within the permitted area will require the prior issuance of a separate permit under Sec. 10.101. The trimming, pruning or removal of any City tree without a permit issued under Sec. 10.101 or without the permission of the City Forester shall be cause to revoke a permit issued under this Section. Any tree removal is further subject to Sec. 10.105."

11. Subdivision (e) of Subsection (3) entitled "Location of Entrances" of Section 10.08 entitled "Construction of Driveway Approaches and Parking Facilities" of the Madison General Ordinances is created as follows:

"(e) No entrance shall be located where an existing City street tree is present unless no other location is available, the applicant obtains a tree trimming, pruning or removal permit under Sec. 10.101, and the applicant complies with Sec. 10.105."

12. Paragraph 11 of Subdivision (b) of Subsection (7) entitled "Application" of Section 10.08 entitled "Construction of Driveway Approaches and Parking Facilities" of the Madison General Ordinances is amended as follows:

"11. Utility poles, fire hydrants, ~~trees~~ or other structures to be moved."

13. Paragraph 22 of Subdivision (b) of Subsection (7) entitled "Application" of Section 10.08 entitled "Construction of Driveway Approaches and Parking Facilities" of the Madison General Ordinances is created as follows:

"22. The applicant shall identify all street trees within the adjoining right-of-way and whether the trees, including their root structures, will be impacted by the proposed driveway approach. When identifying any impacted trees, the applicant must identify the species of the impacted trees and the DBH or caliper measurement of the tree, as those terms are defined in Sec. 10.101(2)."

14. Subdivision (c) of Subsection (7) entitled "Application" of Section 10.08 entitled "Construction of Driveway Approaches and Parking Facilities" of the Madison General Ordinances is amended as follows:

"(c) Application for residential driveway approaches shall be made at the City Engineering Division and shall identify all street trees within the adjoining right-of-way and whether the trees, including their root structures, will be impacted by the proposed driveway approach. When identifying any impacted trees, the applicant must identify the species of the impacted trees and the DBH or caliper measurement of the tree, as those terms are defined in Sec. 10.101(2). Application for commercial driveway approaches to off-street vehicle facilities shall be made at the Traffic Engineering Division."

15. Subdivision (b) of Subsection (8) entitled "Restrictions and Responsibilities" of Section 10.08 entitled "Construction of Driveway Approaches and Parking Facilities" of the Madison General Ordinances is amended as follows:

"(b) The construction of such driveway and approaches shall not interfere with any existing structure on any street right-of-way without specific permission in writing from the Board and other owner thereof. The trimming, pruning and removal of any street tree shall require the prior issuance of a permit under Section 10.101 and compliance with Section 10.105."

16. Subdivision (c) of Subsection (8) entitled "Restrictions and Responsibilities" of Section 10.08 entitled "Construction of Driveway Approaches and Parking Facilities" of the Madison General Ordinances is amended as follows:

"(c) The permittee shall assume all responsibility for any injury or damage to persons or property resulting directly or indirectly during the construction of any approach or driveway, including the injury or damage to any street tree."

17. Subdivision (m) of Subsection (8) entitled "Restrictions and Responsibilities" of Section 10.08 entitled "Construction of Driveway Approaches and Parking Facilities" of the Madison General Ordinances is created as follows:

"(m) Tree Protection. For any trees within the right-of-way adjacent to the permitted driveway entrance and approach area that are not the subject of a tree trimming, pruning or removal permit issued under Sec. 10.101, the permittee shall comply with Section 107.13, the Tree Protection Specifications, of the City's Standard Specifications for Public Works Construction, where applicable, while performing work on the authorized driveway entrance and approach."

18. Subdivision (d) of Subsection (9) entitled "Administration" of Section 10.08 entitled "Construction of Driveway Approaches and Parking Facilities" of the Madison General Ordinances is repealed.

19. Subsection (10) Section 10.08 entitled "Construction of Driveway Approaches and Parking Facilities" of the Madison General Ordinances is repealed and recreated as follows:

"(10) Penalties.

(a) Except as provided in Subdivision (b), any person violating the provisions of this section shall be fined not less than twenty-five dollars ($25) nor more than two

hundred dollars ($200) and each day of continued violation shall constitute a separate offense.

(b) The failure to comply with the Tree Protection Specifications as required under Subsection (8)(m) shall, in addition to the requirements of Section 10.1015, be subject to a forfeiture of five hundred dollars ($500), unless the violation results in the removal of a tree, in which case the forfeiture shall be one hundred and fifty dollars ($150) per trunk diameter inch of the impacted tree, as measured or estimated at 4 1/2 feet above the ground and rounded down to the nearest inch. Each day such violation or failure to comply continues shall be considered a separate offense."

20. Subsection (2) entitled "Definitions" of Section 10.101 entitled "Regulation of Tree Trimming, Pruning and Removal Within the Public Right-of-Way of Any Street, Alley or Highway" of the Madison General Ordinances is amended as follows:

"Tree Replacement Plan. A plan, proposed by a person seeking a permit to remove a tree in a public street, alley or highway, prepared by a certified arborist, to replace the tree, which plan shall take into account the size, age, species, canopy and location of the tree, and may include actual tree replacement and reestablishment at or near the location of the removed tree, other tree plantings, payments to the Street Tree Replacement Fund as provided for under Sec. 10.101, or a combination thereof."

21. Paragraph 4 of Subdivision (b) of Subsection (3) entitled "Permit Required for Trimming, Pruning, and Removal of Trees within the Public Right-of-Way of any Street, Alley, Highway or Greenway" of Section 10.101 entitled "Regulation of Tree Trimming, Pruning and Removal Within the Public Right-of-Way of Any Street, Alley or Highway" of the Madison General Ordinances is created as follows:

"4. If removal of a tree in a public street, alley or highway is proposed, a Tree Replacement Plan shall also be required."

22. Subdivision (d) of Subsection (3) entitled "Permit Required for Trimming, Pruning, and Removal of Trees within the Public Right-of-Way of any Street, Alley, Highway or Greenway" of Section 10.101 entitled "Regulation of Tree Trimming, Pruning and Removal Within the Public Right-of-Way of Any Street, Alley or Highway" of the Madison General Ordinances is amended as follows:

"(d) If the City Forester determines that the Tree Trimming Plan and, if applicable, the Tree Replacement Plan are ~~is~~ in accordance with the intent and purpose of this ordinance, it will, within 10 days of the hearing at which the plan was considered, authorize the City Clerk to issue a permit to the person submitting the plan. The City Clerk will issue the permit upon submission of the permit fee of fifty dollars ($50)."

23. Subdivision (f) of Subsection (3) entitled "Permit Required for Trimming, Pruning, and Removal of Trees within the Public Right-of-Way of any Street, Alley, Highway or Greenway" of Section 10.101 entitled "Regulation of Tree Trimming, Pruning and Removal Within the Public Right-of-Way of Any Street, Alley or Highway" of the Madison General Ordinances is created as follows:

"(f) If a Tree Replacement Plan is approved, a condition of the permit shall also be compliance with the approved Plan."

24. Subsection (7) entitled "Penalty" of Section 10.101 entitled "Regulation of Tree Trimming, Pruning and Removal Within the Public Right-of-Way of Any Street, Alley or Highway" of the Madison General Ordinances is amended as follows:

"(7) Penalty .

(a) Except as provided in Sub. (b), a~~A~~ny person who violates the provisions of this section shall, upon conviction, pay a forfeiture of not less than twenty-five dollars ($25) nor more than five hundred dollars ($500). Each day during which any violation of the provisions of this section shall occur or continue shall constitute a separate offense.

(b) ~~If, as the result of a violation of any provision of this section, the injury, mutilation, or death~~ Any person who, without the authority granted by a permit issued under this Section, causes the removal of a tree located within the public right-of-way of any street, alley, highway or greenway ~~is caused, the cost of repair and replacement of such tree shall be the responsibility of the person in violation. The replacement value of trees shall be determined in accordance with the most recent edition of A Guide to Plant Appraisal published by the International Society of Arboriculture.~~ shall, in addition to the requirements of Section 10.105, be subject to a forfeiture of one hundred and fifty dollars ($150) per trunk diameter inch of the impacted tree, as measured or estimated at 4 1/2 feet above the ground and rounded down to the nearest inch."

25. Section 10.105 entitled "Street Tree Replacement Fund" of the Madison General Ordinances is created as follows:

"**10.105 STREET TREE REPLACEMENT FUND.**

(1) Purpose. Over the last several decades, the City has invested in growing, sustaining and protecting its urban forest, including street trees located in the median or terrace areas of the City's rights-of-way. These street trees provide substantial benefits to the City, its residents, visitors, and property owners, in addition to providing long lasting environment benefits. Street trees support both individual and community goals for healthy, safe and prosperous communities. Indeed, a healthy, vibrant, diverse, established and well managed urban forest is crucial for the health, safety and welfare of the public. It can take generations to develop a healthy urban forest, and generations to replace one. The City's historical and ongoing commitment to its urban forest has led it to be recognized by the Arbor Day Foundation as a Tree City USA community since 1989.

However, in addition to being subject to disease and infestations like other trees, street trees face numerous other unique challenges due to their location, including threats posed by passing vehicles, soil quality, space availability, impacts from construction activities, and conflicts with other right-of-way users (including utilities) and adjoining property uses. A fully mature street tree, if removed before the end of its natural life, may take several decades to be replaced, although, in reality, many such trees can never actually be fully replaced.

The purpose of this ordinance is to establish a mechanism whereby the City and the public will be made whole for the removal of a street tree.

(2) Definitions. For the purposes of this section, the following definitions apply:

Aggregate Diameter means the combined diameter of a Multiple Stemmed Tree of each stem that has a diameter of six inches or greater when measured at breast height as follows:

For Multiple Stemmed Trees where the trunk separations begin at lower than four and one-half feet from the ground, but higher than one foot from the ground, measurement shall be taken one foot below the separation.

For Multiple Stemmed Trees where the trunk separations begin below one foot from the ground, the measurement shall be taken at four and one-half feet above the average ground level at the base of the tree.

Caliper means the diameter of a tree as measured at a point six inches above the existing grade at the base of the tree. This point of measurement is used only for measuring nursery stock and replacement trees.

DBH or Diameter at Breast Height means the diameter of the trunk of the tree measured in inches at a point four and one-half feet above the existing grade at the base of the tree or the Aggregate Diameter of a Multiple Stemmed Tree, rounded down to the nearest inch. This point of measurement is used for measuring mature and established trees.

Multiple Stemmed Tree means a single tree made up of two or more main stems originated below the height used for measuring DBH.

Person has the same meaning as in Sec. 10.05(1)(b), except that it does not include the City, its employees, agents, contractors and subcontractors when acting in their official capacity on behalf of the City.

Reestablishment Cost means the costs incurred to prepare a site suitable for the City to plant a replacement tree, including stump removal, soil replacement, and planting box construction.

Replacement Cost means the cost to the City to replace a lost tree, including purchasing of a tree, planting costs, and initial care and maintenance.

Street Tree is a tree within City controlled right-of-way, including within terrace areas, medians, and undeveloped right-of-way. Trees do not include shrubs and bushes.

(3) Street Tree Replacement Fund. There is hereby established a Street Tree Replacement Fund, which fund shall only be used to directly support the planting, establishment, or protection of street trees. These funds may only be used by the Streets or Engineering Divisions, with the approval of the City Forester, to purchase and plant trees, replace soil, install planting boxes, protect existing street trees, or take other actions that directly support, protect, replace or enhance the City's street tree stock.

(4) Requirement. Any person who removes, or causes the removal of a street tree shall either replace the tree as provided by an approved Tree Replacement Plan under Sec. 10.101, or reimburse the City for the value of the removed tree by paying into the Street Tree Replacement Fund. The value of the removed tree shall be established under Sub. (5).

(5) Valuation. The City Forester shall determine the value of the removed street tree by applying the City Forester's Street Tree Valuation Policy, which policy shall be created by the City Forester and approved by the Board of Public Works. The Policy shall be updated at least bi-annually so that the valuations reflect the City's updated costs. In establishing the policy, the City Forester shall consider a tree's replacement cost (the costs that will be incurred by the City to purchase suitable replacement(s) for the tree), and reestablishment costs (the costs that will be incurred by the City to prepare a site suitable for sufficient canopy growth to replace the lost tree). Other factors to consider will include, but not be limited to, size, age, species, and character of the tree, type of street, soil condition, and

the existing tree canopy. The value determination for a tree is meant to reflect the City's actual costs that would be incurred to replace the removed tree.

(6) Notice. Once the valuation for a tree is determined under Sub. (5), the City Forester shall provide notice to the person of such value and the requirement to make payment to the Street Tree Replacement Fund within thirty (30) days. Notice may be provided in person, or be sent by first class mail or electronic communications. If notice is sent, it is considered complete upon mailing.

(7) Appeals. Any person aggrieved by the City Forester's valuation determination under Sub. (5) may appeal the City Forester's determination to the Streets Superintendent by filing a notice of appeal with the City Forester within ten (10) days of the notice under Sub. (6), stating the grounds therefore. The Streets Superintendent may, after hearing from the City Forester and the appellant, affirm or modify, in whole or in part, the valuation determination of the City Forester. The decision of the Street Superintendent may be appealed to the Board of Public Works by filing a notice of appeal with the City ~~Clerk~~ Engineer within ten (10) days of the Street Superintendent's determination, stating the grounds therefore. The Board of Public Works shall fix a reasonable time for the hearing on the appeal and give due notice to the parties in interest, and decide the same within a reasonable amount of time. During the hearing, any party may appear in person or by an agent or attorney. The Board of Public Works may, in conformity with this ordinance, affirm or modify, wholly or partially, the valuation determination. The Board's decision shall be a final administrative determination, subject to judicial review as may be provided by law.

(8) Penalty.

(a) Any person who fails to make payment to the City as required under Sub. (4) within thirty (30) days from the notice provided under Sub. (6) or the expiration of any appeals under Sub. (7), whichever is later, shall, upon conviction, pay a forfeiture of not less than twenty-five dollars ($25) nor more than five hundred dollars ($500). Each day during which any violation of the provisions of this section shall occur or continue shall constitute a separate offense.

(b) Special Charge. In addition to the penalties provided for under Subd. (a), if payment to the City as required under Sub. (4) is not made, and if the City proceeds to replace the removed tree, the City shall recover the actual costs of the tree replacement incurred by the City, up to the tree valuation as determined under Sub. (5), by imposing a special charge for current services against the property served."

26. Section 23.24 entitled "Breaking, Damaging or Injuring Trees, Shrubs" of the Madison General Ordinances is amended as follows:

"**23.24 BREAKING, DAMAGING OR INJURING TREES, SHRUBS AND PUBLIC PLANTINGS.**

(1) Except as authorized under Sec. 10.101, n~~N~~o person shall break, damage or injure any tree or shrub planted in any highway in the City of Madison, nor shall they pour salt water or anything detrimental to the health of the tree or shrub on any such public highway in such places as to injure any tree or shrub planted or growing therein.

(2) No person shall occupy any flower bed or area of plantings nor shall any person injure, destroy or damage in any way any tree, shrub, flower or planting in any public park or public place within the ~~c~~City of Madison. For purposes of this

subsection, public place means a place which is in public ownership or a place to which the public has access, distinguished from a private place.

(3) No person, during the course of performing or causing to be performed public or private work on or immediately adjacent to property that the City of Madison has an ownership interest in, including, without limitation, highways and highway right-of-ways, public walkways and bike paths, parks, and greenways, shall intentionally or negligently cause damage to any tree planted on said City of Madison property ~~such that the tree must be removed~~. In performing or causing to be performed such work, persons are expected to exercise ordinary care to prevent unnecessary damage to the tree and root structure so that the tree remains viable after the work is performed. It shall not be a violation of this provision if the City Engineer or City Forester, or their designees, authorize the damage to the tree prior to the damage, or within a reasonable time thereafter. Each tree damaged shall be a separate violation, and any person violating this provision shall be subject to the following forfeitures: if the tree damaged has a diameter of three (3) inches or less (measured at twelve inches above ground level and rounded to the nearest inch), a forfeiture of two hundred and fifty dollars ($250) plus thirty dollars ($30) per diameter inch; if the tree damaged has a diameter of more than three (3) inches (measured at twelve inches above ground level and rounded to the nearest inch), a forfeiture of one hundred and fifty ~~five~~ dollars ($~~155~~150) per diameter inch. However, no person shall be subject to a forfeiture under this subsection if that person has already reimbursed the City for the damage to the tree through the provisions of a public works contract."

27. Subdivision (a) of Subsection (3) entitled "Schedule of Deposits" of Section 1.08 entitled "Issuance of Citations for Violations of Certain Ordinances and Providing a Schedule of Cash Deposits" of the Madison General Ordinances is amended by creating and amending therein the following:

"Offense	Ord. No./Adopted Statute No.	Deposit *
Failure to Comply with Tree Protection Requirements During Excavation	10.05(11)(d)1	$500/offense, or $150/inch for tree removals
Failure to Comply with Tree Protection Requirements During Occupancy	10.055(4)(s)1	$500/offense, or $150/inch for tree removals
Failure to Comply with Tree Protection Requirements During Driveway Approach Construction	10.08(10)(b)	$500/offense, or $150/inch for tree removals
Causing Removal of a Tree Without a Permit	10.101(7)(b)	$150/inch for tree removals
Failure to Make Payment to the Street Tree Replacement Fund	10.105(8)(a)	$100/1st; $250, 2nd; $500, 3+
Damaging a City Tree	23.24(3)	$250 + $30/inch, 0>3 diameter inches

		$~~155~~150 per diameter inch over 3 inches”

28. This ordinance will go into effect on January 1, 2026.

Editor’s Notes:

*New bail deposits must be approved by the Municipal Judge prior to adoption. This deposit has been so approved.

Subdivision (d) of Subsection (9) entitled “Administration” of Section 10.08 entitled “Construction of Driveway Approaches and Parking Facilities” of the Madison General Ordinances currently reads as follows:

“(d) Any person violating the provisions of this section shall be fined not less than twenty-five dollars ($25) nor more than two hundred dollars ($200) and each day of continued violation shall constitute a separate offense.”

Subsection (10) of Section 10.08 entitled “Construction of Driveway Approaches and Parking Facilities” of the Madison General Ordinances currently reads as follows:

“10. This ordinance shall be in effect from and after its passage and publication.”

Standard Specifications for Public Works Projects
(2026 Proposed Revisions)

107.13 Tree Protection Specifications.

These specifications shall be applicable to all Contractors working in the Public Right of Way, whether by permit, Public Works Contract, Developer Agreement or any other permission to work within the Public Right of Way. However, any Contractor doing work related to an emergency situation as described in Sections 10.05(13)(a) and 10.101(5) of the Madison General Ordinances are not bound by these provisions for those situations only. The term "Contractor" shall also mean 'Permit Grantee' or anyone given permission to work in the Public Right of Way, regardless of whether a permit is obtained or granted. For the purposes of these specifications, "Public Right of Way" shall include any property that the City of Madison has an ownership interest in, including, without limitation, highways and highway right-of-ways, public walkways and bike paths, parks, greenways and stormwater management areas. Other Sections of the Standard Specifications may repeat portions of this specification for emphasis and / or expand upon these specifications. The specifications found in those other Sections are not intended to conflict with these specifications.

The maintenance and enhancement of the urban forest, in particular the established urban forest, is a goal of the City of Madison. Preserving and protecting healthy trees, especially mature trees, is one objective towards achieving this goal. Trees vary in their ability to adapt to altered growing conditions. Trees have established stable biological systems in the pre- existing physical environment. Disruption of this environment by construction activities interrupts the tree's physiological processes causing depletion of energy reserves and a decline in vigor, often resulting in the tree's death. Typically, this reaction may develop from one to twelve years or more after disruption. It could take generations to replace a fully mature tree. These tree protection specifications are intended to insure that appropriate practices will be implemented in the construction phase of the project to protect a tree's structural integrity and future health and both preserve trees and property value. Also, these specifications will reduce the likelihood of undesirable consequences that may result from uninformed or careless construction practices adjacent to trees. The most common forms of construction damage to trees are:

- Injury to roots, trunk or branches
- Bark or trunk wounding
- Soil compaction which degrades the functioning of roots and inhibits the development of new ones and restricts drainage, which desiccates roots
- Changes in existing grade which can cut or suffocate roots

Damage can be prevented or minimized by following the specifications below and properly educating construction staff of these specifications and use of care when working around trees during the construction process within the Tree Protection Zone. If the City Forester or City Engineer determines that a tree has been damaged due to

failure to follow these specifications, or negligence of the Contractor or Subcontractor, a fine or liquidated damages shall be assessed to the Contractor or permit holder.

For the purposes of this Section 107.13, the definitions set forth in MGO Sec. 10.105(2) apply, including:

DBH or Diameter at Breast Height. which means the diameter of the trunk of the tree measured in inches at a point four and one-half feet above the existing grade at the base of the tree or the Aggregate Diameter of a Multiple Stemmed Tree, rounded down to the nearest inch. This point of measurement is used for measuring mature and established trees.

The Tree Protection Zone is the area around a tree that is the greater of either 5 feet, or 1 foot for each DBH. The Tree Protection Zone may be increased or decreased by the City Forester based upon the unique characteristics of the tree in question.

The City Engineer or City Forester may elect to specify the use of a protective fencing and/or barricades by the Contractor to mark the tTree pProtection zZones or zZones of no disturbance for protected trees, street trees or designated trees. The fenced and/or barricaded enclosure shall achieve three four primary goals, (1) to keep the foliage of tree crowns and branching structure clear from contact by equipment, materials and activities; (2) to preserve roots and soil conditions in an intact and non-compacted state and; (3) to identify the tTree pProtection zZone in which no soil disturbance is permitted and activities are restricted, unless otherwise approved; and (4) to protect a tree trunk, roots and limbs from direct contact during work. The fences and/or barricades shall enclose the entire area designated by City Engineer or City Forester of the trees to be saved throughout the life of the project, or until final improvement work within the area is required, typically near the end of the project. The fences and/or barricades shall be erected before the demolition, grading or construction begins. Do not remove tTree pProtection zZone fencing/barricades to allow for deliveries or equipment access through the protection zone. Whenever construction fencing and/or barricades are is used, a bid item shall be included in the contract, unless specified as incidental.

107.13(a) Underground Utility Excavation & Installation.

The Contractor shall not grade, excavate, full depth saw cut sidewalk or otherwise disturb the area within the Tree Protection Zone five (5) feet of any tree as measured from the outside edge of the tree trunk or visible aboveground portion of the root system along the length of the terrace, without prior consultation with and permission from the City Forestry Representative.

For laterals or utilities located in close proximity to terrace trees, the situation shall be reviewed on a case by case basis by the Engineer and City Forestry Representative. The contractor shall use construction methods to minimize tree damage as directed by the Engineer. The Engineer may elect to terminate lateral installation prior to conflict with tree (normally terminate at the curb). Most laterals shall have their locations verified and on the plan set in advance of bidding. Laterals that have not had their locations verified, shall be so noted on the plans.

Boring under or within the ~~5 foot~~ Tree P~~p~~rotection Z~~z~~one may be allowable, and is recommended compared to open trenching.

All roots over one (1) inch in diameter that are damaged shall be cleanly cut immediately in back of the damaged section on the same day of the excavation. Cuts may be made with lopping shears, chainsaw, stump grinder, sawzall or other means which will produce a clean cut. Exposed roots should be covered as soon as excavation and installation are complete.

The Contractor shall not rip or pull roots out towards the trunk of a tree while excavating with a backhoe. The use of a backhoe to clean cut roots is NOT acceptable.

107.13(b) Curb Excavation and Installation.

Root masses that grow very close to, up to or over curb will require extra care during excavation. Curb modifications may be necessary as determined by the Engineer or City Forester, such as curving into the direction of the street to avoid damage to the root system or hand formed curb.

All roots over one (1) inch in diameter that are damaged shall be cleanly cut immediately back of the damaged section on the same day of the excavation. Cuts may be made with lopping shears, chainsaw, stump grinder, sawzall or other means which will produce a clean cut. Exposed roots should be covered as soon as excavation and installation are complete.

The City Forester will review curb and gutter that is marked for removal and adjacent to street trees. Forestry will mark curb and gutter with “NRC” (No Root Cutting) next to trees that curb and gutter removal and replacement has a greater potential to damage tree roots. The Contractor shall proceed in the following sequence to repair sidewalk marked with NRC as follows:

1. Place a yellow ribbon around the tree marked NRC at approximately 4-feet from the ground in order to highlight these trees for the equipment operator removing the concrete;

2. Ribbon shall remain until forms have been removed;

3. Carefully remove the concrete curb and gutter so marked and those adjacent curb and gutter sections six (6) feet on either side of the visible root flair without excavating into the terrace or without damaging roots;

4. At the City's discretion, install a type II barricade;

5. Await inspection by Forester, who shall determine which roots can or cannot be cut or shaved, how much excavation can be safely allowed and communicate their findings to the Contractor and the Engineering Construction Inspector. After the Contractor notifies the City Forestry staff that the removals are complete and ready for their determination, the City Forestry staff shall respond by the end of the following work day. Rain days, weekends and holidays do not count as a work day for this purpose.

6. Proceed to cut or shave roots in the presence and under the direction of the Forester.

At locations where the curb and gutter is to be removed and replaced that are adjacent to street trees that are not marked "NRC", the Contractor can remove the concrete and underlying soil to sub-grade without notification to the City Forestry Representative.

Curb excavations shall be limited to one (1) foot behind the proposed curb for trees less than 10" in DBH (Diameter at Breast Height), for a distance of ten (10) feet each way from a tree trunk to reduce damage to the root system.

Curb excavations shall be limited to six (6) inches behind proposed curb for trees greater than 10" DBH, or street terrace widths less than six (6) feet for a distance of ten (10) feet each way from a tree trunk to reduce damage to the root system.

When excavation behind the curb is limited to less than 6 inches, the new curb must be a 'hand- formed' replacement for a minimum length as directed by the engineer.

Contractor shall not cut any roots that are 3" or larger in diameter without prior permission from the City Forestry Representative for curb and gutter installation.

In situations where root severing has to occur, the root cutting will be clean cuts – not jagged or ripped. The use of a Backhoe to clean cut tree roots is NOT acceptable.

All roots over one (1) inch in diameter that are damaged shall be cleanly cut immediately back of the damaged section on the same day of the excavation. Cuts may be made with lopping shears, chainsaw, stump grinder, sawzall or other means which will produce a clean cut. Exposed roots should be covered as soon as excavation and installation are complete.

107.13(c) Sidewalk Excavation and Installation.

The City Forester will review sidewalk that is marked for removal and adjacent to street trees. Forestry will mark sidewalk with “NRC” (No Root Cutting) next to trees that sidewalk removal and replacement has a greater potential to damage tree roots. The Contractor shall proceed in the following sequence to repair sidewalk marked with NRC as follows:

1. Place a yellow ribbon around the tree marked NRC at approximately 4-feet from the ground in order to highlight these trees for the equipment operator removing the concrete;

2. Ribbon shall remain until forms have been removed;

3. Carefully remove the concrete sidewalk so marked and those adjacent sidewalk sections six
(6) feet on either side of the visible root flair without damaging roots;

4. At the City’s discretion, install a type II barricade;

5. Await inspection by Forester, who shall determine which roots can or cannot be cut or shaved and communicate their findings to the Contractor and the Engineering Construction Inspector. After the Contractor notifies the City Forestry staff that the removals are complete and ready for their determination, the City Forestry staff shall respond by then end of next work day. Rain days, weekends and holidays do not count as a work day for this purpose.

6. Proceed to cut or shave roots in the presence and under the direction of the Forester;

7. Install the granular sub-base, 3-inch minimum depth if the sub-grade is not acceptable, and new concrete sidewalk, 5-inch minimum depth;

8. Remove ribbon.

At locations where the sidewalk is to be removed and replaced that are adjacent to street trees that are not marked “NRC”, the Contractor can remove the concrete and underlying soil to sub-grade without notification to the City Forestry Representative. The Contractor and the City shall review the construction site for privately owned trees (on private property, but near the sidewalk to be removed) that could require the above process. In those cases, the trees shall be reviewed on a case-by-case basis with the property owner.

Contractor shall not cut any roots that are 3” or larger in diameter without prior permission from the City Forestry Representative for sidewalk installation or repair

within five (5) feet of any tree located in the terrace as measured from the outside edge of the tree trunk or visible aboveground portion of the root system. In situations where root severing has to occur, the root cutting will be clean cuts – not jagged or ripped. The use of a Backhoe to clean cut tree roots is NOT acceptable. All roots over one (1) inch in diameter that are damaged shall be cleanly cut immediately back of the damaged section on the same day of excavation. Exposed roots should be covered as soon as excavation and installation are complete.

107.13(d) Root Cutting / Root Grinding.

Roots shall be cut or ground as specified by the City Forestry Representative. This cutting or grinding shall require the use of tools such as: stump grinders; lopping shears; root saws; sawzall; front mounted stump or wheel grinders; and chainsaws. Unless otherwise specified the Contractor shall be paid per linear foot for Root Cutting for the length of the NRC Curb or NRC sidewalk, with a maximum length of fifteen (15) linear feet per NRC location, more specifically as follows:

Root Cutting – Curb & Gutter

Description

This item shall include all root cutting and / or root grinding as determined by the City Forestry Representative for roots under removed curb & gutter that has been marked with “NRC” for No Root Cut until further inspection. Work under this item shall include all work, materials, labor and incidentals necessary to cut or grind the root, using proper tools as prescribed by the City Forestry Representative.

Method of Measurement

Root Cutting – Curb & Gutter shall be measured per linear foot of curb & gutter that is marked with “NRC” in the field, with a maximum measurement of 15 linear feet per tree location.

Basis of Payment

Root Cutting – Curb & Gutter shall be measured as described above which shall be full compensation for all work, materials and incidentals to complete the work as described above regardless of the degree of difficulty per given location.

Root Cutting – Sidewalk

Description

This item shall include all root cutting and / or root grinding as determined by the City Forestry Representative for roots under removed sidewalk that has been marked with “NRC” for No Root Cut until further inspection. Work under this item shall include all work, materials, labor and incidentals necessary to cut or grind the root, using proper tools as prescribed by the City Forestry Representative.

Method of Measurement

Root Cutting – Sidewalk shall be measured per linear foot of sidewalk that is marked with “NRC” in the field, with a maximum measurement of 15 linear feet per tree location.

Basis of Payment

Root Cutting – Sidewalk shall be measured as described above which shall be full compensation for all work, materials and incidentals to complete the work as described above regardless of the degree of difficulty per given location.

107.13(e) Terrace Restoration.

All mechanical grading, including sod installation within five (5) feet of any tree as measured from the outside edge of the tree trunk or visible aboveground portion of the root system shall be prohibited unless directed by the City Engineer or City Forester.

107.13(f) Bark Abrasions and Limb Damage.

Contractor shall take precautions during construction not to disfigure, scar, or impair the health of any tree on public or private property.

Pre-construction pruning – Street trees will be pruned by City Forestry. All pruning shall be done according to ANSI A300 tree pruning specifications. No more than one-fourth (25 percent) of the functioning leaf and stem area may be removed within one calendar year. It must be recognized that trees are individual in form and structure, and that pruning needs may not always fit strict rules. Occasionally a limb may have to remain at a height less than fourteen (14) feet above the roadway. These instances shall be noted during the ‘walk thru’ and the Contractor shall employ methods to protect said limb. Pruning shall not be attempted by contractor unless approved by City Engineer or City Forester.

Contractor shall operate equipment in a manner as to not damage the branches of a tree. This may require using smaller equipment and loading or unloading materials in a designated space away from trees on the construction site.

Contractor shall notify City Forestry the same day of any damage to trees resulting from construction activities.

107.13(g) Soil Compaction.

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 from the face of the tree measured in any direction or within the ~~t~~Tree ~~p~~Protection ~~z~~Zone is prohibited. Poisonous materials include, but are not limited to, paint, concrete or stucco mix, dirty water or any other material which may be deleterious to tree health. This not only prevents compaction, but also prevents damage to the trunks of trees and branches through scraping of scuffing the bark.

107.13(h) Contractor / Foreperson Acknowledgement.

The Tree Protection Specification and known conflicts and concerns shall be reviewed at the Pre- Construction meeting with the Contractor. This review shall include review of a one page educational informational sheet that details the procedures for avoiding damage to the tree and tree roots.

Utilities or others working in the Public Right of Way shall be required to sign this acknowledgement on a case by case basis.

107.13(i) Cost Recovery Charges and Liquidated Damages.

The Contractor's failure to follow the proper safeguards of these specifications shall result in the following cost recovery charges and liquidated damages to be assessed against the Contractor:

Where construction damage occurs causing or resulting in removal of the tree of 3 inch diameter or less (as measured or estimated at 4 1/2 feet above the ground and rounded down to the nearest inch):

1. The costs associated with removing the tree including wood disposal.

2. The costs associated with removing the stump to a depth of at least 24 inches below the ground, and roots greater than 1 inch in diameter.

3. The costs associated with replanting a replacement tree that is either balled & burlapped or in a container and shall have a minimum caliper of two (2) inches. The species and replanting location shall be determined by City Forestry.

Where construction damage occurs causing or resulting in removal of the tree of greater than 3 inch diameter (as measured or estimated at 4 1/2 feet above the ground and rounded down to the nearest inch):

1. The costs associated with removing the tree including wood disposal.

2. The costs associated with removing the stump to a depth of at least 24 inches below the ground , and roots greater than 1 inch in diameter.

3. The costs associated with replanting a replacement tree that is either balled & burlapped or in a container and shall have a minimum caliper of two (2) inches. The species and replanting location shall be determined by City Forestry.

4. The value of the existing tree which shall equal $~~125~~150.00 per trunk diameter inch, as measured or estimated at 4 1/2 feet above the ground and rounded down to the nearest inch.

For bark scraping, trunk wounding and broken branches:

1. The costs associated with pruning broken branches, including wood disposal.

2. Loss of limb or broken branch larger than three (3) inches in diameter: $500.00 for each occurrence. Breakage of limbs that are less than fourteen (14) feet above the roadway shall be reviewed on a case by case basis.

3. Any damage to trunk or bark for trees measuring less than 8 inches as measured at 4 1/2 feet: $500.00 for each area.

4. Damage (measuring 8 square inches) to trunk or bark for trees measuring 8 inches - 12 inches as measured at 4 1/2 feet: $500.00 for each area.

5. Damage (measuring 16 square inches) to trees measuring greater than 12 inches as measured at 4 1/2 feet: $500.00 each area.

For root cutting or excavation within the ~~t~~Tree ~~p~~Protection ~~z~~Zone:

1. For mechanical excavation within five (5) feet of a tree as measured from the outside edge of the tree trunk or visible aboveground portion of the root system or within the designated ~~t~~Tree ~~p~~Protection ~~z~~Zone, whichever is larger, including ripping of roots back towards the trunk, without prior permission from City Forestry Representative: $500.00 for each occurrence

2. For mechanical excavation beyond six (6) inches or one (1) foot of the proposed curb installation, as determined by the size of existing tree and terrace width, including ripping of roots back towards the trunk: $500.00 for each occurrence (see Curb excavation and installation specifications)

3. For failure to cleanly cut damaged roots greater than one (1) inch on the same day as the excavation: $500.00 for each occurrence.

Soil Compaction. 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 from the face of the tree measured in any direction or within the designated ~~t~~Tree ~~p~~Protection ~~z~~Zone, whichever is larger:

1. Initial fine of $500.00 will be applied.

2. For each additional day that materials, parking of vehicles or construction equipment remains within five feet of the tree or within the designated Tree Protection Zone, whichever is larger, a $500.00 fine will applied.

For Public Works Contracts these charges and liquidated damages shall be assessed as Liquidated Damages. For Private Contracts, Permit work, or others, these charges and liquidated damages shall be assessed as City imposed forfeitures or private contract forfeitures.

107.13(j) Private Development, Tree Removal.

If a private development shall require the removal of a public street tree to facilitate the construction of a site, adding a driveway, installing underground utilities, or any other improvement or site revision, the Developer shall obtain approval from City Forestry in advance of the proposed work.

4.095 URBAN FORESTRY SPECIAL CHARGE.

(2)Definitions.

(c) Program Costs. The Urban Forestry Program Costs shall include the costs to the City to perform the activities associated with the Urban Forestry Program. They do not include any costs incurred by the City that are reimbursed from other sources such as federal or state funding, grants, insurance proceeds, restitution, donations, endowments, or other third party sources, including, specifically, public nuisance abatement costs recovered under Sec. 23.40, MGO, or the Street Tree Replacement Fund under Sec. 10.105, MGO."

10.05 OCCUPANCY OF RIGHTS-OF-WAY.

(6) Excavation Permit Requirement .

(b) Excavation Permit Application . Application for a permit shall be made to the Department. Permit applications shall contain and will be considered complete only upon compliance with the requirements of the following provisions:

2. Submission of a completed permit application form, including the following:

e. The applicant shall identify all street trees within the project area and whether the trees, including their root structures, will be impacted by the proposed work. When identifying any impacted trees, the applicant must identify the species of the impacted trees and the DBH or caliper measurement of the tree, as those terms are defined in Sec. 10.105(2).

(8) Right-of-Way Repair/Restoration .

(b) Repair or Restoration Required . The Permittee shall be required to either repair the public right-of-way and to pay a degradation fee, or restore the right-of-way. It is the Permittee's election whether to restore the excavation and surrounding pavement in lieu of repair and a degradation fee. In addition to repairing its own work, the Permittee must repair the general area of the work, and the surrounding areas, including the paving and its foundations, to the specifications of the Department. If the work will involve the removal of a tree in the right-of-way, Permittee shall also be required to comply with Sec. 10.105.

(11) Other Obligations.

(d) Tree Protection.

1. Requirement. For any trees within the project area that are not the subject of a tree trimming, pruning or removal permit issued under Sec. 10.101, the applicant shall comply with Section 107.13, the Tree Protection Specifications, of the City's Standard Specifications for Public Works Construction, where applicable, while performing work under the permit issued under this Section.

2. Penalty. In addition to revocation or suspension of the permit under Sub. (12) and the requirements of Section 10.105, the failure to comply with the Tree Protection Specifications as required under this Subdivision shall be subject to a forfeiture of five hundred dollars ($500), unless the violation results in the removal of a tree, in which case the forfeiture shall be one hundred and fifty dollars ($150) per trunk diameter inch of the impacted tree, as measured or estimated at 4 1/2 feet above the ground and rounded down to the nearest inch. Each day such violation or failure to comply continues shall be considered a separate offense.

(12) Revocations, Suspensions, Refusals to Issue or Extend Permits .

(a) Grounds . The Department may refuse to issue a permit or may revoke, suspend or refuse to extend an existing permit if it finds any of the following grounds:

16. The applicant or Permittee has failed to identify impacted trees, comply with Section 107.13, the Tree Protection Specifications, of the City's Standard Specifications for Public Works Construction or an approved tree trimming or tree replacement plan, or caused unauthorized injury or damages, including removal, of right-of-way trees on prior projects.

(19) Penalty. Except as otherwise provided in this section, any person who violates this section or fails to comply with the provisions of this section shall be subject to a forfeiture of not less than two hundred and fifty dollars ($250) nor more than one thousand dollars ($1,000). Each day such violation or failure to comply continues shall be considered a separate offense.

10.055 OCCUPANCY OF STREETS OR OTHER PUBLIC AREAS.

(3) Permit Application . An application for a street occupancy permit shall be in writing to the City Traffic Engineer and shall describe the premises to be occupied by lot, block and/or street on or over which such material or machinery is desired to be placed, the area of occupation sought, the character of the material for which the permit is desired and the duration of the proposed occupation. The application shall identify all street trees within the proposed occupancy area and whether the trees, including their root structures, will be impacted by the proposed work. When identifying any impacted trees, the applicant must identify the species of the impacted trees and the DBH or caliper measurement of the tree, as those terms are defined in Sec. 10.105(2). The application should also note whether the proposed occupation area will require, or reasonably necessitate, the trimming, pruning or removal of any City tree. The application shall include a drawing of the proposed occupation area, the application fee, the certificate of insurance and surety bond required under Subdivision (4)(a), and an agreement to abide by all conditions set forth in Subsection (4).

(4) Permit Conditions . As a condition of a street occupancy permit issued under this Section, permittees agree to abide by the following conditions:

(c) Occupation Limitations .

4. Public Trees. No permit shall be issued where, in the determination of the City Forester, the proposed occupancy will endanger the health or welfare of an existing street tree, unless the applicant has also been granted a tree trimming, pruning or removal permit under Sec. 10.101 and/or the applicant agrees to comply with Section 107.13, the Tree Protection Specifications, of the City's Standard Specifications for Public Works Construction.

(n) Restoration . Upon either the expiration of the permit or, if the work of construction is completed before the permit expires, the completion of the work, the permitted area occupied under this Section shall be restored to its original condition and left in good repair and condition. The permittee shall be responsible for the repair of any damage noted by City staff and shall repair it to City of Madison Standard Specification for Public Works Construction. Any new or reconstructed sidewalk shall comply with Section 10.06. If the occupation resulted in the removal of a tree in the right-of-way, Permittee shall also be required to comply with Sec. 10.105. The City Traffic Engineer or City Engineer shall inspect the area upon completion of the restoration and the permittee shall make any further repairs required by the City Traffic Engineer or City Engineer needed to address any deficiencies that did not exist prior to the occupation. If permittee does not adequately restore the permitted area as required, the City may perform any repairs or restoration and recover the costs thereof as a special charge against the adjoining property under Sec. 4.09(13).

(s) Tree Protection.

1. Requirement. For any trees within the project area that are not the subject of a tree trimming, pruning or removal permit issued under Sec. 10.101, the applicant shall comply with Section 107.13, the Tree Protection Specifications, of the City's Standard Specifications for Public Works Construction, where applicable, while occupying the permitted area.

2. Penalty. In addition to revocation or suspension of the permit under Sub. (6) and the requirements of 10.105, the failure to comply with the Tree Protection Specifications as required under this Subdivision shall be subject to a forfeiture of five hundred dollars ($500), unless the violation results in the removal of a tree, in which case the forfeiture shall be one hundred and fifty dollars ($150) per trunk diameter inch of the impacted tree, as measured or estimated at 4 1/2 feet above the ground and rounded down to the nearest inch. Each day such violation or failure to comply continues shall be considered a separate offense.

(5) Public Trees . Any trimming, pruning or removal of public trees within the permitted area will require the prior issuance of a separate permit under Sec. 10.101. The trimming, pruning or removal of any City tree without a permit issued under Sec. 10.101 or without the permission of the City Forester shall be cause to revoke a permit issued under this Section. Any tree removal is further subject to Sec. 10.105.

10.08 CONSTRUCTION OF DRIVEWAY APPROACHES AND PARKING FACILITIES.

(3) Location of Entrances .

(e) No entrance shall be located where an existing City street tree is present unless no other location is available, the applicant obtains a tree trimming, pruning or removal permit under Sec. 10.101, and the applicant complies with Sec. 10.105.

(7) Application .

(b) All applications for driveway approaches except Class I and Class II to parking and loading facilities shall be accompanied by scaled drawings, in quintuplicate, and approved by the respective City departments before a building permit will be issued. The following items must be indicated and dimensioned on the five submitted drawings:

11. Utility poles, fire hydrants, ~~trees~~ or other structures to be moved.

22. The applicant shall identify all street trees within the adjoining right-of-way and whether the trees, including their root structures, will be impacted by the proposed driveway approach. When identifying any impacted trees, the applicant must identify the species of the impacted trees and the DBH or caliper measurement of the tree, as those terms are defined in Sec. 10.101(2).

(c) Application for residential driveway approaches shall be made at the City Engineering Division and shall identify all street trees within the adjoining right-of-way and whether the trees, including their root structures, will be impacted by the proposed driveway approach. When identifying any impacted trees, the applicant must identify the species of the impacted trees and the DBH or caliper measurement of the tree, as those terms are defined in Sec. 10.101(2). Application for commercial driveway approaches to off-street vehicle facilities shall be made at the Traffic Engineering Division.

(8) Restrictions and Responsibilities .

(b) The construction of such driveway and approaches shall not interfere with any existing structure on any street right-of-way without specific permission in writing from the Board and other owner thereof. The trimming, pruning and removal of any street tree shall require the prior issuance of a permit under Section 10.101 and compliance with Section 10.105.

(c) The permittee shall assume all responsibility for any injury or damage to persons or property resulting directly or indirectly during the construction of any approach or driveway, including the injury or damage to any street tree.

(m) Tree Protection. For any trees within the right-of-way adjacent to the permitted driveway entrance and approach area that are not the subject of a tree trimming, pruning or removal permit issued under Sec. 10.101, the permittee shall comply with Section 107.13, the Tree Protection Specifications, of the City's Standard Specifications for Public Works Construction, where applicable, while performing work on the authorized driveway entrance and approach.

(9) Administration .

(10) Penalties.

(~~d~~a) Except as provided in Subdivision (b), a~~A~~ny person violating the provisions of this section shall be fined not less than twenty-five dollars ($25) nor more than two hundred dollars ($200) and each day of continued violation shall constitute a separate offense.

(b) The failure to comply with the Tree Protection Specifications as required under Subsection (8)(m) shall, in addition to the requirements of Section 10.1015, be subject to a forfeiture of five hundred dollars ($500), unless the violation results in the removal of a tree, in which case the forfeiture shall be one hundred and fifty dollars ($150) per trunk diameter inch of the impacted tree, as measured or estimated at 4 1/2 feet above the ground and rounded down to the nearest inch. Each day such violation or failure to comply continues shall be considered a separate offense.

~~(10) This ordinance shall be in effect from and after its passage and publication.~~

10.101 REGULATION OF TREE TRIMMING, PRUNING AND REMOVAL WITHIN THE PUBLIC RIGHT-OF-WAY OF ANY STREET, ALLEY OR HIGHWAY.

(2) Definitions .

Tree Replacement Plan. A plan, proposed by a person seeking a permit to remove a tree in a public street, alley or highway, prepared by a certified arborist, to replace the tree, which plan shall take into account the size, age, species, canopy and location of the tree, and may include actual tree replacement and reestablishment at or near the location of the removed tree, other tree plantings, payments to the Street Tree Replacement Fund as provided for under Sec. 10.101, or a combination thereof.

(3) Permit Required for Trimming, Pruning, and Removal of Trees within the Public Right-of-Way of any Street, Alley, Highway or Greenway .

(b) Any person seeking a permit to trim, prune, or remove a tree in a public street, alley, highway or greenway shall submit a written proposed trimming, pruning or removal plan to the City Forester, setting forth the following:

4. If removal of a tree in a public street, alley or highway is proposed, a Tree Replacement Plan shall also be required.

(d) If the City Forester determines that the Tree Trimming Plan and, if applicable, the Tree Replacement Plan are ~~is~~ in accordance with the intent and purpose of this ordinance, it will, within 10 days of the hearing at which the plan was considered, authorize the City Clerk to issue a permit to the person submitting the plan. The City Clerk will issue the permit upon submission of the permit fee of fifty dollars ($50).

(f) If a Tree Replacement Plan is approved, a condition of the permit shall also be compliance with the approved Plan.

(7) Penalty .

(a) Except as provided in Sub. (b), a~~A~~ny person who violates the provisions of this section shall, upon conviction, pay a forfeiture of not less than twenty-five dollars ($25) nor more than five hundred dollars ($500). Each day during which any violation of the provisions of this section shall occur or continue shall constitute a separate offense.

(b) ~~If, as the result of a violation of any provision of this section, the injury, mutilation, or death~~ Any person who, without the authority granted by a permit issued under this Section, causes the removal of a tree located within the public right-of-way of any street, alley, highway or greenway shall, in addition to the requirements of Section 10.105, be subject to a forfeiture of one hundred and fifty dollars ($150) per trunk diameter inch of the impacted tree, as measured or estimated at 4 1/2 feet above the ground and rounded down to the nearest inch. ~~is caused, the cost of repair and replacement of such tree shall be the responsibility of the person in violation. The replacement value of trees shall be determined in accordance with the most recent edition of A Guide to Plant Appraisal published by the International Society of Arboriculture.~~

10.105 STREET TREE REPLACEMENT FUND. (NEW ORDINANCE)

(1) Purpose. Over the last several decades, the City has invested in growing, sustaining and protecting its urban forest, including street trees located in the median or terrace areas of the City's rights-of-way. These street trees provide substantial benefits to the City, its residents, visitors, and property owners, in addition to providing long lasting environment benefits. Street trees support both individual and community goals for healthy, safe and prosperous communities. Indeed, a healthy, vibrant, diverse, established and well managed urban forest is crucial for the health, safety and welfare of the public. It can take generations to develop a healthy urban forest, and generations to replace one. The City's historical and ongoing commitment to its urban forest has led it to be recognized by the Arbor Day Foundation as a Tree City USA community since 1989.

However, in addition to being subject to disease and infestations like other trees, street trees face numerous other unique challenges due to their location, including threats posed by passing vehicles, soil quality, space availability, impacts from construction activities, and conflicts with other right-of-way users (including utilities) and adjoining property uses. A fully mature street tree, if removed before the end of its natural life, may take several decades to be replaced, although, in reality, many such trees can never actually be fully replaced.

The purpose of this ordinance is to establish a mechanism whereby the City and the public will be made whole for the removal of a street tree.

(2) Definitions. For the purposes of this section, the following definitions apply:

Aggregate Diameter means the combined diameter of a Multiple Stemmed Tree of each stem that has a diameter of six inches or greater when measured at breast height as follows:

For Multiple Stemmed Trees where the trunk separations begin at lower than four and one-half feet from the ground, but higher than one foot from the ground, measurement shall be taken one foot below the separation.

For Multiple Stemmed Trees where the trunk separations begin below one foot from the ground, the measurement shall be taken at four and one-half feet above the average ground level at the base of the tree.

Caliper means the diameter of a tree as measured at a point six inches above the existing grade at the base of the tree. This point of measurement is used only for measuring nursery stock and replacement trees.

DBH or Diameter at Breast Height means the diameter of the trunk of the tree measured in inches at a point four and one-half feet above the existing grade at the base of the tree or the

Aggregate Diameter of a Multiple Stemmed Tree, rounded down to the nearest inch. This point of measurement is used for measuring mature and established trees.

Multiple Stemmed Tree means a single tree made up of two or more main stems originated below the height used for measuring DBH.

Person has the same meaning as in Sec. 10.05(1)(b), except that it does not include the City, its employees, agents, contractors and subcontractors when acting in their official capacity on behalf of the City.

Reestablishment Cost means the costs incurred to prepare a site suitable for the City to plant a replacement tree, including stump removal, soil replacement, and planting box construction.

Replacement Cost means the cost to the City to replace a lost tree, including purchasing of a tree, planting costs, and initial care and maintenance.

Street Tree is a tree within City controlled right-of-way, including within terrace areas, medians, and undeveloped right-of-way. Trees do not include shrubs and bushes.

(3) Street Tree Replacement Fund. There is hereby established a Street Tree Replacement Fund, which fund shall only be used to directly support the planting, establishment, or protection of street trees. These funds may only be used by the Streets or Engineering Divisions, with the approval of the City Forester, to purchase and plant trees, replace soil, install planting boxes, protect existing street trees, or take other actions that directly support, protect, replace or enhance the City's street tree stock.

(4) Requirement. Any person who removes, or causes the removal of a street tree shall either replace the tree as provided by an approved Tree Replacement Plan under Sec. 10.101, or reimburse the City for the value of the removed tree by paying into the Street Tree Replacement Fund. The value of the removed tree shall be established under Sub. (5).

(5) Valuation. The City Forester shall determine the value of the removed street tree by applying the City Forester's Street Tree Valuation Policy, which policy shall be created by the City Forester and approved by the Board of Public Works. The Policy shall be updated at least bi-annually so that the valuations reflect the City's updated costs. In establishing the policy, the City Forester shall consider a tree's replacement cost (the costs that will be incurred by the City to purchase suitable replacement(s) for the tree), and reestablishment costs (the costs that will be incurred by the City to prepare a site suitable for sufficient canopy growth to replace the lost tree). Other factors to consider will include, but not be limited to, size, age, species, and character of the tree, type of street, soil condition, and the existing tree canopy. The value determination for a tree is meant to reflect the City's actual costs that would be incurred to replace the removed tree.

(6) Notice. Once the valuation for a tree is determined under Sub. (5), the City Forester shall provide notice to the person of such value and the requirement to make payment to the Street Tree Replacement Fund within thirty (30) days. Notice may be provided in person, or be sent by first class mail or electronic communications. If notice is sent, it is considered complete upon mailing.

(7) Appeals. Any person aggrieved by the City Forester's valuation determination under Sub. (5) may appeal the City Forester's determination to the Streets Superintendent by filing a notice of appeal with the City Forester within ten (10) days of the notice under Sub. (6), stating the grounds therefore. The Streets Superintendent may, after hearing from the City Forester and the appellant, affirm or modify, in whole or in part, the valuation determination of the City Forester. The decision of the Street Superintendent may be appealed to the Board of Public Works by filing a notice of appeal with the City ~~Clerk~~ Engineer within ten (10) days of the Street Superintendent's determination, stating the grounds therefore. The Board of Public Works shall fix a reasonable time for the hearing on the appeal and give due notice to the parties in interest, and decide the same within a reasonable amount of time. During the hearing, any party may appear in person or by an agent or attorney. The Board of Public Works may, in conformity with this ordinance, affirm or modify, wholly or partially, the valuation

determination. The Board's decision shall be a final administrative determination, subject to judicial review as may be provided by law.

(8) Penalty.

(a) Any person who fails to make payment to the City as required under Sub. (4) within thirty (30) days from the notice provided under Sub. (6) or the expiration of any appeals under Sub. (7), whichever is later, shall, upon conviction, pay a forfeiture of not less than twenty-five dollars ($25) nor more than five hundred dollars ($500). Each day during which any violation of the provisions of this section shall occur or continue shall constitute a separate offense.

(b) Special Charge. In addition to the penalties provided for under Subd. (a), if payment to the City as required under Sub. (4) is not made, and if the City proceeds to replace the removed tree, the City shall recover the actual costs of the tree replacement incurred by the City, up to the tree valuation as determined under Sub. (5), by imposing a special charge for current services against the property served.

23.24 BREAKING, DAMAGING OR INJURING TREES, SHRUBS.

(1) Except as authorized under Sec. 10.101, n~~N~~o person shall break, damage or injure any tree planted in any highway in the City of Madison, nor shall they pour salt water or anything detrimental to the health of the tree on any such public highway in such places as to injure any tree or shrub planted or growing therein.

(3) No person, during the course of performing or causing to be performed public or private work on or immediately adjacent to property that the City of Madison has an ownership interest in, including, without limitation, highways and highway right-of-ways, public walkways and bike paths, parks, and greenways, shall intentionally or negligently cause damage to any tree planted on said City of Madison property ~~such that the tree must be removed~~. In performing or causing to be performed such work, persons are expected to exercise ordinary care to prevent unnecessary damage to the tree and root structure so that the tree remains viable after the work is performed. It shall not be a violation of this provision if the City Engineer or City Forester, or their designees, authorize the damage to the tree prior to the damage, or within a reasonable time thereafter. Each tree damaged shall be a separate violation, and any person violating this provision shall be subject to the following forfeitures: if the tree damaged has a diameter of three (3) inches or less (measured at twelve inches above ground level and rounded to the nearest inch), a forfeiture of two hundred and fifty dollars ($250) plus thirty dollars ($30) per diameter inch; if the tree damaged has a diameter of more than three (3) inches (measured at twelve inches above ground level and rounded to the nearest inch), a forfeiture of one hundred and fifty ~~five~~ dollars ($~~155~~150) per diameter inch. However, no person shall be subject to a forfeiture under this subsection if that person has already reimbursed the City for the damage to the tree through the provisions of a public works contract.

1.08 - ISSUANCE OF CITATIONS AND COMPLAINTS FOR VIOLATIONS OF CERTAIN ORDINANCES AND PROVIDING A SCHEDULE OF CASH DEPOSITS.

(3) Schedule of Deposits.

(a) The schedule of cash deposits that follows this subsection is established for use with citations issued under this ordinance to persons seventeen (17) years of age and older.

"Offense	Ord. No./Adopted Statute No.**	Deposit*

Failure to Comply with Tree Protection Requirements During Excavation	10.05(11)(d)1	$500/offense, or $150/inch for tree removals
Failure to Comply with Tree Protection Requirements During Occupancy	10.055(4)(s)1	$500/offense, or $150/inch for tree removals
Failure to Comply with Tree Protection Requirements During Driveway Approach Construction	10.08(10)(b)	$500/offense, or $150/inch for tree removals
Causing Removal of a Tree Without a permit	10.101(7)(b)	$150/inch for tree removals
Failure to Make Payment to the Street Tree Replacement Fund	10.105(8)(a)	$100/1st; $250, 2nd; $500, 3+
Damaging a City Tree	23.24(3)	$250 + $30/inch, 0>3 diameter inches $~~155~~150 per diameter inch over 3 inches"

Standard Specifications for Public Works Projects

107.13 Tree Protection Specifications.

These specifications shall be applicable to all Contractors working in the Public Right of Way, whether by permit, Public Works Contract, Developer Agreement or any other permission to work within the Public Right of Way. However, any Contractor doing work related to an emergency situation as described in Sections 10.05(13)(a) and 10.101(5) of the Madison General Ordinances are not bound by these provisions for those situations only. The term "Contractor" shall also mean 'Permit Grantee' or anyone given permission to work in the Public Right of Way, regardless of whether a permit is obtained or granted. For the purposes of these specifications, "Public Right of Way" shall include any property that the City of Madison has an ownership interest in, including, without limitation, highways and highway right-of-ways, public walkways and bike paths, parks, greenways and stormwater management areas. Other Sections of the Standard Specifications may repeat portions of this specification for emphasis and / or expand upon these specifications. The specifications found in those other Sections are not intended to conflict with these specifications.

The maintenance and enhancement of the urban forest, in particular the established urban forest, is a goal of the City of Madison. Preserving and protecting healthy trees, especially mature trees, is one objective towards achieving this goal. Trees vary in their ability to adapt to altered growing conditions. Trees have established stable biological systems in the pre- existing physical environment. Disruption of this environment by construction activities interrupts the tree's physiological processes causing depletion of energy reserves and a decline in vigor, often resulting in the tree's death. Typically, this reaction may develop from one to twelve years or more after disruption. It could take generations to replace a fully mature tree. These tree protection specifications are intended to insure that appropriate practices will be implemented in the construction phase of the project to protect a tree's structural integrity and future health and both preserve trees and property value. Also, these specifications will reduce the likelihood of undesirable consequences that may result from uninformed or careless construction practices adjacent to trees. The most common forms of construction damage to trees are:

- Injury to roots, trunk or branches
- Bark or trunk wounding

- Soil compaction which degrades the functioning of roots and inhibits the development of new ones and restricts drainage, which desiccates roots
- Changes in existing grade which can cut or suffocate roots

Damage can be prevented or minimized by following the specifications below and properly educating construction staff of these specifications and use of care when working around trees during the construction process within the Tree Protection Zone. If the City Forester or City Engineer determines that a tree has been damaged due to failure to follow these specifications, or negligence of the Contractor or Subcontractor, a fine or liquidated damages shall be assessed to the Contractor or permit holder.

For the purposes of this Section 107.13, the definitions set forth in MGO Sec. 10.105(2) apply, including:

DBH or Diameter at Breast Height. which means the diameter of the trunk of the tree measured in inches at a point four and one-half feet above the existing grade at the base of the tree or the Aggregate Diameter of a Multiple Stemmed Tree, rounded down to the nearest inch. This point of measurement is used for measuring mature and established trees.

The Tree Protection Zone is the area around a tree that is the greater of either 5 feet, or 1 foot for each DBH. The Tree Protection Zone may be increased or decreased by the City Forester based upon the unique characteristics of the tree in question.

The City Engineer or City Forester may elect to specify the use of ~~a~~ protective fencing and/or barricades by the Contractor to mark the ~~t~~Tree ~~p~~Protection ~~z~~Zones or ~~z~~Zones of no disturbance for protected trees, street trees or designated trees. The fenced and/or barricaded enclosure shall achieve ~~three~~ four primary goals, (1) to keep the foliage of tree crowns and branching structure clear from contact by equipment, materials and activities; (2) to preserve roots and soil conditions in an intact and non-compacted state and; (3) to identify the ~~t~~Tree ~~p~~Protection ~~z~~Zone in which no soil disturbance is permitted and activities are restricted, unless otherwise approved; and (4) to protect a tree trunk, roots and limbs from direct contact during work. The fences and/or barricades shall enclose the entire area designated by City Engineer or City Forester of the trees to be saved throughout the life of the project, or until final improvement work within the area is required, typically near the end of the project. The fences and/or barricades shall be erected before the demolition, grading or construction begins. Do not remove ~~t~~Tree ~~p~~Protection ~~z~~Zone fencing/barricades to allow for deliveries or equipment access through the protection zone. Whenever construction fencing and/or barricades are ~~is~~ used, a bid item shall be included in the contract, unless specified as incidental.

107.13(a) Underground Utility Excavation & Installation.

The Contractor shall not grade, excavate, full depth saw cut sidewalk or otherwise disturb the area within the Tree Protection Zone ~~five (5) feet of any tree as measured from the outside edge of the tree trunk or visible aboveground portion of the root system along the length of the terrace~~, without prior consultation with and permission from the City Forestry Representative.

For laterals or utilities located in close proximity to terrace trees, the situation shall be reviewed on a case by case basis by the Engineer and City Forestry Representative. The contractor shall use construction methods to minimize tree damage as directed by the Engineer. The Engineer may elect to terminate lateral installation prior to conflict with tree (normally terminate at the curb). Most laterals shall have their locations verified and on the plan set in advance of bidding. Laterals that have not had their locations verified, shall be so noted on the plans.

Boring under or within the ~~5 foot~~ Tree P~~p~~rotection Z~~z~~one may be allowable, and is recommended compared to open trenching.

All roots over one (1) inch in diameter that are damaged shall be cleanly cut immediately in back of the damaged section on the same day of the excavation. Cuts may be made with lopping shears, chainsaw, stump grinder,

sawzall or other means which will produce a clean cut. Exposed roots should be covered as soon as excavation and installation are complete.

The Contractor shall not rip or pull roots out towards the trunk of a tree while excavating with a backhoe. The use of a backhoe to clean cut roots is NOT acceptable.

107.13(b) Curb Excavation and Installation.

Root masses that grow very close to, up to or over curb will require extra care during excavation. Curb modifications may be necessary as determined by the Engineer or City Forester, such as curving into the direction of the street to avoid damage to the root system or hand formed curb.

All roots over one (1) inch in diameter that are damaged shall be cleanly cut immediately back of the damaged section on the same day of the excavation. Cuts may be made with lopping shears, chainsaw, stump grinder, sawzall or other means which will produce a clean cut. Exposed roots should be covered as soon as excavation and installation are complete.

The City Forester will review curb and gutter that is marked for removal and adjacent to street trees. Forestry will mark curb and gutter with "NRC" (No Root Cutting) next to trees that curb and gutter removal and replacement has a greater potential to damage tree roots. The Contractor shall proceed in the following sequence to repair sidewalk marked with NRC as follows:

1. Place a yellow ribbon around the tree marked NRC at approximately 4-feet from the ground in order to highlight these trees for the equipment operator removing the concrete;

2. Ribbon shall remain until forms have been removed;

3. Carefully remove the concrete curb and gutter so marked and those adjacent curb and gutter sections six (6) feet on either side of the visible root flair without excavating into the terrace or without damaging roots;

4. At the City's discretion, install a type II barricade;

5. Await inspection by Forester, who shall determine which roots can or cannot be cut or shaved, how much excavation can be safely allowed and communicate their findings to the Contractor and the Engineering Construction Inspector. After the Contractor notifies the City Forestry staff that the removals are complete and ready for their determination, the City Forestry staff shall respond by the end of the following work day. Rain days, weekends and holidays do not count as a work day for this purpose.

6. Proceed to cut or shave roots in the presence and under the direction of the Forester.

At locations where the curb and gutter is to be removed and replaced that are adjacent to street trees that are not marked "NRC", the Contractor can remove the concrete and underlying soil to sub-grade without notification to the City Forestry Representative.

Curb excavations shall be limited to one (1) foot behind the proposed curb for trees less than 10" in DBH (Diameter at Breast Height), for a distance of ten (10) feet each way from a tree trunk to reduce damage to the root system.

Curb excavations shall be limited to six (6) inches behind proposed curb for trees greater than 10" DBH, or street terrace widths less than six (6) feet for a distance of ten (10) feet each way from a tree trunk to reduce damage to the root system.

When excavation behind the curb is limited to less than 6 inches, the new curb must be a 'hand- formed' replacement for a minimum length as directed by the engineer.

Contractor shall not cut any roots that are 3" or larger in diameter without prior permission from the City Forestry Representative for curb and gutter installation.

In situations where root severing has to occur, the root cutting will be clean cuts – not jagged or ripped. The use of a Backhoe to clean cut tree roots is NOT acceptable.

All roots over one (1) inch in diameter that are damaged shall be cleanly cut immediately back of the damaged section on the same day of the excavation. Cuts may be made with lopping shears, chainsaw, stump grinder, sawzall or other means which will produce a clean cut. Exposed roots should be covered as soon as excavation and installation are complete.

107.13(c) Sidewalk Excavation and Installation.

The City Forester will review sidewalk that is marked for removal and adjacent to street trees. Forestry will mark sidewalk with "NRC" (No Root Cutting) next to trees that sidewalk removal and replacement has a greater potential to damage tree roots. The Contractor shall proceed in the following sequence to repair sidewalk marked with NRC as follows:

1. Place a yellow ribbon around the tree marked NRC at approximately 4-feet from the ground in order to highlight these trees for the equipment operator removing the concrete;

2. Ribbon shall remain until forms have been removed;

3. Carefully remove the concrete sidewalk so marked and those adjacent sidewalk sections six
   (6) feet on either side of the visible root flair without damaging roots;

4. At the City's discretion, install a type II barricade;

5. Await inspection by Forester, who shall determine which roots can or cannot be cut or shaved and communicate their findings to the Contractor and the Engineering Construction Inspector. After the Contractor notifies the City Forestry staff that the removals are

complete and ready for their determination, the City Forestry staff shall respond by then end of next work day. Rain days, weekends and holidays do not count as a work day for this purpose.

6. Proceed to cut or shave roots in the presence and under the direction of the Forester;

7. Install the granular sub-base, 3-inch minimum depth if the sub-grade is not acceptable, and new concrete sidewalk, 5-inch minimum depth;

8. Remove ribbon.

At locations where the sidewalk is to be removed and replaced that are adjacent to street trees that are not marked "NRC", the Contractor can remove the concrete and underlying soil to sub-grade without notification to the City Forestry Representative. The Contractor and the City shall review the construction site for privately owned trees (on private property, but near the sidewalk to be removed) that could require the above process. In those cases, the trees shall be reviewed on a case-by-case basis with the property owner.

Contractor shall not cut any roots that are 3" or larger in diameter without prior permission from the City Forestry Representative for sidewalk installation or repair within five (5) feet of any tree located in the terrace as measured from the outside edge of the tree trunk or visible aboveground portion of the root system. In situations where root severing has to occur, the root cutting will be clean cuts – not jagged or ripped. The use of a Backhoe to clean cut tree roots is NOT acceptable. All roots over one (1) inch in diameter that are damaged shall be cleanly cut immediately back of the damaged section on the same day of excavation. Exposed roots should be covered as soon as excavation and installation are complete.

107.13(d) Root Cutting / Root Grinding.

Roots shall be cut or ground as specified by the City Forestry Representative. This cutting or grinding shall require the use of tools such as: stump grinders; lopping shears; root saws; sawzall; front mounted stump or wheel grinders; and chainsaws. Unless otherwise specified the Contractor shall be paid per linear foot for Root Cutting for the length of the NRC Curb or NRC sidewalk, with a maximum length of fifteen (15) linear feet per NRC location, more specifically as follows:

Root Cutting – Curb & Gutter

Description

This item shall include all root cutting and / or root grinding as determined by the City Forestry Representative for roots under removed curb & gutter that has been marked with "NRC" for No Root Cut until further inspection. Work under this item shall include all work, materials, labor and incidentals necessary to cut or grind the root, using proper tools as prescribed by the City Forestry Representative.

Method of Measurement

Root Cutting – Curb & Gutter shall be measured per linear foot of curb & gutter that is marked with "NRC" in the field, with a maximum measurement of 15 linear feet per tree location.

Basis of Payment

Root Cutting – Curb & Gutter shall be measured as described above which shall be full compensation for all work, materials and incidentals to complete the work as described above regardless of the degree of difficulty per given location.

Root Cutting – Sidewalk

Description

This item shall include all root cutting and / or root grinding as determined by the City Forestry Representative for roots under removed sidewalk that has been marked with "NRC" for No Root Cut until further inspection. Work under this item shall include all work, materials, labor and incidentals necessary to cut or grind the root, using proper tools as prescribed by the City Forestry Representative.

Method of Measurement

Root Cutting – Sidewalk shall be measured per linear foot of sidewalk that is marked with "NRC" in the field, with a maximum measurement of 15 linear feet per tree location.

Basis of Payment

Root Cutting – Sidewalk shall be measured as described above which shall be full compensation for all work, materials and incidentals to complete the work as described above regardless of the degree of difficulty per given location.

107.13(e) Terrace Restoration.

All mechanical grading, including sod installation within five (5) feet of any tree as measured from the outside edge of the tree trunk or visible aboveground portion of the root system shall be prohibited unless directed by the City Engineer or City Forester.

107.13(f) Bark Abrasions and Limb Damage.

Contractor shall take precautions during construction not to disfigure, scar, or impair the health of any tree on public or private property.

Pre-construction pruning – Street trees will be pruned by City Forestry. All pruning shall be done according to ANSI A300 tree pruning specifications. No more than one-fourth (25 percent) of the functioning leaf and stem area may be removed within one calendar year. It must be recognized that trees are individual in form and structure, and that pruning needs may not always fit strict rules. Occasionally a limb may have to remain at a height less than fourteen (14) feet above the roadway. These instances shall be noted during the 'walk thru' and the Contractor shall employ methods to protect said limb. Pruning shall not be attempted by contractor unless approved by City Engineer or City Forester.

Contractor shall operate equipment in a manner as to not damage the branches of a tree. This may require using smaller equipment and loading or unloading materials in a designated space away from trees on the construction site.

Contractor shall notify City Forestry the same day of any damage to trees resulting from construction activities.

107.13(g) Soil Compaction.

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 from the face of the tree measured in any direction or within the ~~t~~Tree ~~p~~Protection ~~z~~Zone is prohibited. Poisonous materials include, but are not limited to, paint, concrete or stucco mix, dirty water or any other material which may be deleterious to tree health. This not only prevents compaction, but also prevents damage to the trunks of trees and branches through scraping of scuffing the bark.

107.13(h) Contractor / Foreperson Acknowledgement.

The Tree Protection Specification and known conflicts and concerns shall be reviewed at the Pre- Construction meeting with the Contractor. This review shall include review of a one page educational informational sheet that details the procedures for avoiding damage to the tree and tree roots.

Utilities or others working in the Public Right of Way shall be required to sign this acknowledgement on a case by case basis.

107.13(i) Cost Recovery Charges and Liquidated Damages.

The Contractor's failure to follow the proper safeguards of these specifications shall result in the following cost recovery charges and liquidated damages to be assessed against the Contractor:

Where construction damage occurs causing or resulting in removal of the tree of 3 inch diameter or less (as measured or estimated at 4 1/2 feet above the ground and rounded down to the nearest inch):

1. The costs associated with removing the tree including wood disposal.

2. The costs associated with removing the stump to a depth of at least 24 inches below the ground, and roots greater than 1 inch in diameter.

3. The costs associated with replanting a replacement tree that is either balled & burlapped or in a container and shall have a minimum caliper of two (2) inches. The species and replanting location shall be determined by City Forestry.

Where construction damage occurs causing or resulting in removal of the tree of greater than 3 inch diameter (as measured or estimated at 4 1/2 feet above the ground and rounded down to the nearest inch):

1. The costs associated with removing the tree including wood disposal.

2. The costs associated with removing the stump to a depth of at least 24 inches below the ground , and roots greater than 1 inch in diameter.

3. The costs associated with replanting a replacement tree that is either balled & burlapped or in a container and shall have a minimum caliper of two (2) inches. The species and replanting location shall be determined by City Forestry.

4. The value of the existing tree which shall equal $~~125~~150.00 per trunk diameter inch, as measured or estimated at 4 1/2 feet above the ground and rounded down to the nearest inch.

For bark scraping, trunk wounding and broken branches:

1. The costs associated with pruning broken branches, including wood disposal.

2. Loss of limb or broken branch larger than three (3) inches in diameter: $500.00 for each occurrence. Breakage of limbs that are less than fourteen (14) feet above the roadway shall be reviewed on a case by case basis.

3. Any damage to trunk or bark for trees measuring less than 8 inches as measured at 4 1/2 feet: $500.00 for each area.

4. Damage (measuring 8 square inches) to trunk or bark for trees measuring 8 inches - 12 inches as measured at 4 1/2 feet: $500.00 for each area.

5. Damage (measuring 16 square inches) to trees measuring greater than 12 inches as measured at 4 1/2 feet: $500.00 each area.

For root cutting or excavation within the ~~t~~Tree ~~p~~Protection ~~z~~Zone:

1. For mechanical excavation within five (5) feet of a tree as measured from the outside edge of the tree trunk or visible aboveground portion of the root system or within the designated ~~t~~Tree ~~p~~Protection ~~z~~Zone, whichever is larger, including ripping of roots back towards the trunk, without prior permission from City Forestry Representative: $500.00 for each occurrence

2. For mechanical excavation beyond six (6) inches or one (1) foot of the proposed curb installation, as determined by the size of existing tree and terrace width, including ripping of roots back towards the trunk: $500.00 for each occurrence (see Curb excavation and installation specifications)

3. For failure to cleanly cut damaged roots greater than one (1) inch on the same day as the excavation: $500.00 for each occurrence.

Soil Compaction. 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 from the face of the tree measured in any direction or within the designated ~~t~~Tree ~~p~~Protection ~~z~~Zone, whichever is larger:

1. Initial fine of $500.00 will be applied.

2. For each additional day that materials, parking of vehicles or construction equipment remains within five feet of the tree or within the designated Tree Protection Zone, whichever is larger, a $500.00 fine will applied.

For Public Works Contracts these charges and liquidated damages shall be assessed as Liquidated Damages. For Private Contracts, Permit work, or others, these charges and liquidated damages shall be assessed as City imposed forfeitures or private contract forfeitures.

107.13(j) Private Development, Tree Removal.

If a private development shall require the removal of a public street tree to facilitate the construction of a site, adding a driveway, installing underground utilities, or any other improvement or site revision, the Developer shall obtain approval from City Forestry in advance of the proposed work.

City of Madison

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Master

File Number: 89325

File ID:	89325	**File Type:**	Ordinance	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/28/2025
File Name:	Tree Authority			**Final Action:**	

Title: Amending Sections 10.25(4), 23.21(1), 23.22, 23.25 and 23.40(4)(b) of the Madison General Ordinances to reflect changes to tree authority and the requirements of the terrace treatment policy.

Notes: 6983TreeAuthority

		CC Agenda Date:	08/05/2025
		Agenda Number:	72.
Sponsors:	John P. Guequierre And Badri Lankella	**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:	Doran Viste	**Hearing Date:**	
Entered by:	mglaeser@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	7/30/2025	Michael Haas	Approved as to Form	8/15/2025
1	2	7/31/2025	Robert Mulcahy	Delegated	
1	3	7/31/2025	Khadidiatou Dia	Approve	8/6/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Attorney's Office	07/28/2025	Referred for Introduction				

Action Text: This Ordinance was Referred for Introduction
Notes: Board of Public Works (9/3/25), Board of Parks Commissioners (8/13/25), Common Council (9/16/25)

Text of Legislative File 89325

Fiscal Note

The proposed ordinance updates sections of the Madison General Ordinances related

to tree authority and the requirements of the terrace treatment policy. No appropriation is required.

Title

Amending Sections 10.25(4), 23.21(1), 23.22, 23.25 and 23.40(4)(b) of the Madison General Ordinances to reflect changes to tree authority and the requirements of the terrace treatment policy.

Body

DRAFTER'S ANALYSIS: This ordinance makes updates to several sections of the ordinances to reflect previous changes made by ORD-23-0019 (File 75530) and ORD-25-00022 (File 87044), as well as the terrace treatment policy, as approved by the Board of Public Works on May 22, 2019 (File 55445).

In 2020, the Forestry section was relocated from the Parks Division to the Streets Division. As part of that change, oversight of the City Forester and tree related duties, other than in City parks, has also been formally moved from the Board of Park Commissioners, and its Habitat Stewardship Subcommittee, to the Board of Public Works. Other ordinances have already been amended to reflect this reorganization; however, the older language remains in several sections of Chapter 23. This ordinance corrects this oversight, putting these remaining provisions under the Board of Public Works authority, as should have already occurred.

This ordinance also updates language in Section 10.25(4) to eliminate potential confusion. Under 10.25(3), the permissible plantings ordinance, certain plantings within the terrace area, defined as the area between the roadway and the adjoining property line, are permissible, as provided for in the terrace treatment policy approved by the Board of Public Works. The terrace treatment policy, last approved in May 2019, applies to the entire terrace, but the existing language in 10.25(4) appears to set different rules in the portion of the terrace between the sidewalk and the curb-which is not the case. This language is not conflicting, but it does cause potential confusion and gives the wrong impression that different rules apply to that portion of the terrace behind the sidewalk or in areas where no sidewalk exists. The amendment thus brings the language in line with the terrace treatment policy, making it clear that the entire terrace is subject to the permissible plantings ordinance and the terrace treatment policy.

****

The Common Council of the City of Madison do hereby ordain as follows:

1. Subsection (4) entitled "Planting of Shrubbery on Terraces Prohibited" of Section 10.25 entitled "Plantings in Terrace" of the Madison General Ordinances is amended as follows:

"(4) Planting of Shrubbery on Terraces Prohibited. Except for permissible plantings made under sub. (3), no person shall plant or maintain or cause to be planted or maintained on any terrace ~~between the sidewalk and curb on any street in the City of Madison~~ any plant or shrub in excess of twenty-four (24) inches in height or within a distance of twenty-four (24) inches from the back of the curb unless necessary to control erosion of the soil.

Any plants or shrubbery planted or maintained on any terrace contrary to the provisions of this ordinance shall be removed. The enforcement of this ordinance shall be under the supervision of the Police Department, the City Engineering Division, and the Building Inspection Division of the Department of Planning and Community and Economic Development.

Upon default of any person ordered to remove said plants or shrubbery, the City Engineering Division and/or the Department of Planning and Community and Economic Development may cause said plants or shrubbery to be removed. The cost of removal shall be assessed against the lot adjoining the terrace upon which the plants or shrubbery were located as provided in Section 27.05(2)(bb), MGO. Prosecution under this section shall not bar the City from causing the plants or shrubbery to be removed, nor shall the City's removal of the plants

or shrubbery bar prosecution hereunder."

2. Subsection (1) of Section 23.21 entitled "Pruning or Removing Trees in Public Highways or Public Places" of the Madison General Ordinances is amended as follows:

"(1) No person, corporation, or association shall plant, cut, prune, or remove any living tree or shrub in a public highway in the City of Madison, or cut, disturb or interfere in any way with the roots of any tree, to the extent of causing serious injury to such tree, in such public highway, or spray any such trees or shrubs with any chemical or insecticides without written permit of the Board of ~~Park Commissioners~~ Public Works."

3. Section 23.22 entitled "Planting of These Trees in Public Highway" of the Madison General Ordinances is amended as follows:

"No shade or ornamental tree or shrub shall be planted in any of the public streets of the City of Madison until such tree and the place where it is to be planted shall first have been approved by the Board of ~~Park Commissioners~~ Public Works, and a permit granted by said Board therefore."

4. Section 23.25 entitled "Attaching Electric Wires, etc., to Trees" of the Madison General Ordinances is amended as follows:

"No person, corporation, or association, shall attach any electric insulator, or any device for holding of electric wire, to any tree growing or planted upon any public highway of the City of Madison. Every person, corporation, or association having any wire or wires charged with electricity running through a public highway shall securely fasten such wire or wires to a post or other structure so that they shall not come in contact with any tree therein and every such person, corporation, or association shall, when and if the Board of ~~Park Commissioners~~ Public Works shall determine it to be necessary in order to prune or cut down any tree growing on a public highway of the City of Madison, temporarily remove any such wire or wires or cut off the electricity within twenty-four (24) hours after service upon the owner of said wire or wires or their or its agents, of a written notice signed by the president of the Board of ~~Park Commissioners~~ Public Works to remove said wire or wires or cut off said electricity."

5. Subdivision (b) of Subsection (4) entitled "Abatement of Notices" of Section 23.40 entitled "Elm Trees Infected With Dutch Elm Disease or Oak Trees Infected With Oak Wilt Disease or Ash Trees Infested With Emerald Ash Borer a Nuisance" of the Madison General Ordinances is amended as follows:

"(b) If the City Forester, or designee, shall determine within reasonable certainty that any public nuisance as herein defined in Subsection 1 exists in or upon private premises, s/he shall report the existence of such nuisance to the Board of ~~Park Commissioners~~ Public Works; the Board shall, if it determines that such nuisance exists, cause notice to be issued to the owner of the lot or parcel of land on which such tree(s) stand or their agent, or if neither is known and there is a tenant or operator, occupying said property then to such tenant or operator, that the Board of ~~Park Commissioners~~ Public Works proposes ordering the removal and destruction of such tree(s) as nuisances under this Ordinance. The notice shall specify the general location and number of such tree(s) on the lot or parcel of land, and inform that a hearing will be held before said Board of ~~Park Commissioners~~ Public Works for the purpose of ordering the removal and destruction of such tree(s). The notice to the owner, agent or tenant of the property shall be issued at

least two (2) weeks prior to the hearing and shall indicate the date, time, and location where the hearing will be held before the Board of ~~Park Commissioners~~ Public Works. The notice shall be mailed via first class mail to the property owner's last known address, and a copy shall be served upon the owner or occupant at the property location or may be posted by attaching to the entrance of any dwelling, building or other structure on the premises. After such hearing the City Forester, or designee, subject to the direction of the Board, shall abandon the work or proceed with it as they believe the best interests of the public require. Once the Board of ~~Park Commissioners~~ Public Works has ordered the removal and destruction of such tree(s) as nuisances under this Ordinance, in lieu of such removal by the City Forester, or designee, the City Forester, or designee, shall issue a written notice to the owner, agent or tenant or operator of the property to abate such nuisance within a reasonable period of time as specified in the notice. The notice shall include the method(s) by which the property owner, agent, tenant or operator shall abate the nuisance and the proper method(s) of disposal of such trees, and that failure to abate the nuisance as so ordered will result in the City abating the nuisance at the property owner's expense. The notice shall be mailed via first class mail to the property owner's last known address, and a copy shall be served upon the owner or occupant at the property location or may be posted by attaching to the entrance of any dwelling, building or other structure on the premises."

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Master

File Number: 89326

File ID:	89326	**File Type:**	Ordinance	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/28/2025
File Name:	ADU Principal Use			**Final Action:**	

Title: Amending Section 28.151 of the Madison General Ordinances related to Supplemental Regulations to amend regulations for Accessory Dwelling Units.

Notes: 6981PrincipalUseADU

		CC Agenda Date:	08/05/2025
		Agenda Number:	73.
Sponsors:	Will Ochowicz And Carmella Glenn	**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:	Kate Smith	**Hearing Date:**	
Entered by:	mglaeser@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	7/30/2025	Michael Haas	Approved as to Form	8/19/2025
1	2	7/31/2025	Maggie McClain	Approve	8/19/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Attorney's Office	07/28/2025	Referred for Introduction				

Action Text: This Ordinance was Referred for Introduction
Notes: Plan Commission Public Hearing (8/25/25), Common Council (9/2/25)

Text of Legislative File 89326

Fiscal Note

No City appropriation required.

Title

Amending Section 28.151 of the Madison General Ordinances related to Supplemental Regulations to amend regulations for Accessory Dwelling Units.

Body

DRAFTER'S ANALYSIS: This proposed ordinance amends the Supplemental Regulations for Accessory Dwelling Units (ADU) to fix language that only acknowledges single-family dwellings as the principal building containing an attached ADU. Subsection (j) is amended to be more broad because ADUs are allowed in other types of principal uses as of April 2024, Legistar 81952. Subsection (c) is amended for the same reason.

****

The Common Council of the City of Madison do hereby ordain as follows:

1. Section 28.151 entitled "Applicability" of the Madison General Ordinances is amended by amending therein the following:

"Accessory Dwelling Unit

(a) The principal building shall not contain more than eight (8) dwelling units.

(b) No more than one (1) accessory dwelling unit may be located on a lot.

(c) The number of occupants of the accessory dwelling unit shall not exceed one (1) family.

(d) The accessory dwelling unit shall not be sold separately from the principal ~~dwelling~~ building.

(e) The maximum height of a detached building containing an accessory dwelling unit, including one built above a garage or similar space, shall be twenty-five (25) feet. Height shall be measured as a principal building pursuant to Sec. 28.134(1)(b).

(f) The maximum size of an accessory dwelling unit contained within a principal building shall be one thousand (1,000) square feet.

(g) The footprint of an accessory building which includes an accessory dwelling unit shall not exceed one thousand (1,000) square feet.

(h) The minimum setback requirements shall be those for accessory building or structures of the underlying zoning district.

(i) Accessory dwelling unit entry ways within a rear or side yard shall be connected to a street frontage by a paved walkway or driveway.

(j) For accessory dwelling units constructed within the principal building, the appearance or character of the principal building shall not be significantly altered so that its appearance is no longer that of a ~~single-family dwelling~~ the principal use(s)."

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File Number: 89357

File ID:	89357	**File Type:**	Ordinance	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/29/2025
File Name:	Zoning Map Reference			**Final Action:**	

Title: Amending Section 28.098(2)(h) of the Madison General Ordinances related to updating Planned Development zoning to allow additional stories for downtown affordable housing. (District 2, District 4, District 6)

Notes: 6978ZoningMapReference

		CC Agenda Date:	08/05/2025
		Agenda Number:	74.
Sponsors:	Derek Field, John P. Guequierre And Michael E. Verveer	**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:	Kate Smith	**Hearing Date:**	
Entered by:	mglaeser@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	7/30/2025	Michael Haas	Approved as to Form	8/19/2025
1	2	7/31/2025	Maggie McClain	Approve	8/19/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Attorney's Office	07/29/2025	Referred for Introduction				

Action Text: This Ordinance was Referred for Introduction
Notes: Plan Commission Public Hearing (8/25/25), Common Council (9/2/25)

Text of Legislative File 89357

Fiscal Note

No City appropriation required.

Title

Amending Section 28.098(2)(h) of the Madison General Ordinances related to updating Planned Development zoning to allow additional stories for downtown affordable housing. (District 2, District 4, District 6)

Body

DRAFTER'S ANALYSIS: This proposed ordinance change is a technical fix that extends the excess height allowance in the Downtown Height Map to Planned Development Districts, if a developer engages in a voluntary contractual Land Use Restriction Agreement ("LURA") with the City of Madison to provide income and rent-restricted dwelling units or bedrooms. When MGO 28.071(2)(a)2. passed, there was a drafting oversight in not including an edit to the Planned Development Districts to include the new bonus height allowance.

****

The Common Council of the City of Madison do hereby ordain as follows:

1. Subdivision (h) of Subsection (2) entitled "Standards for Approval of Zoning Map Amendment" of Section 28.098 entitled "Planned Development District" of the Madison General Ordinances is amended as follows:

"(h) When applying the above standards to an application for height in excess of that allowed in Section 28.071(2)(a) Downtown Height Map, except as provided for in Section 28.071(2)(a)~~1.~~ and Section 28.071(2)(b), the Plan Commission shall consider the recommendations in adopted plans and no application for excess height shall be granted by the Plan Commission unless it finds that all of the following conditions are present:

1. The excess height is compatible with the existing or planned (if the recommendations in the Downtown Plan call for changes) character of the surrounding area, including but not limited to the scale, mass, rhythm, and setbacks of buildings and relationships to street frontages and public spaces.
2. The excess height allows for a demonstrated higher quality building than could be achieved without the additional stories.
3. The scale, massing and design of new buildings complement and positively contribute to the setting of any landmark buildings within or adjacent to the project and create a pleasing visual relationship with them.
4. For projects proposed in priority viewsheds and other views and vistas identified on the Views and Vistas Map in the City of Madison Downtown Plan, there are no negative impacts on the viewshed as demonstrated by viewshed studies prepared by the applicant."

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File Number: 89358

File ID:	89358	**File Type:**	Ordinance	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/29/2025
File Name:	Planned Development District - Alteration Inactivity Timeline			**Final Action:**	

Title: Amending Section 28.098 of the Madison General Ordinances related to Alterations to a Planned Development District to include a timeline for inactivity.

Notes: 6982ShotClockPD

		CC Agenda Date:	08/05/2025
		Agenda Number:	75.
Sponsors:	Derek Field, Carmella Glenn And John P. Guequierre	**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:	Kate Smith	**Hearing Date:**	
Entered by:	mglaeser@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	7/30/2025	Michael Haas	Approved as to Form	8/19/2025
1	2	7/31/2025	Maggie McClain	Approve	8/19/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Attorney's Office	07/29/2025	Referred for Introduction				

Action Text: This Ordinance was Referred for Introduction
Notes: Plan Commission Public Hearing (8/25/25), Common Council (9/2/25)

Text of Legislative File 89358

Fiscal Note

No City appropriation required.

Title

Amending Section 28.098 of the Madison General Ordinances related to Alterations to a

Planned Development District to include a timeline for inactivity.

Body

DRAFTER'S ANALYSIS: This proposed ordinance amends MGO Sec. 28.098(6) to include a provision allowing the Director of Planning and Community and Economic Development to act on some Planned Development alteration requests. In some Planned Development zoning districts, the adopted zoning text includes a requirement that minor alterations also be approved by a non-City design or architectural review body. But those bodies may now be defunct or inactive and applicants are unable to move forward with their City alteration request. This change creates a shot-clock for these bodies; an applicant is able to move forward with their alteration request if the body fails to respond or act within thirty (30) days.

****

The Common Council of the City of Madison do hereby ordain as follows:

1. Subsection (6) entitled "Alterations to a Planned Development District" of Section 28.098 entitled "Planned Development District" of the Madison General Ordinances is amended as follows:

"(6) Alterations to a Planned Development District. Requests to alter a Planned Development District shall be made to the Director of Planning and Community and Economic Development. Upon receipt of the request, the Director shall determine if the request constitutes a major or minor alteration to the Planned Development District. Only major alterations approved by the Common Council shall establish a new approval date. The Director may refer any request for alteration to the Urban Design Commission for an advisory recommendation. Alterations shall only be approved as specified below.

(a) Minor alterations may be approved the Director of Planning and Community and Economic Development or designee following consideration by the alderperson of the district if the requested alterations are consistent with the concept approved by the Common Council. If the alderperson of the district and the Director of Planning and Community and Economic Development do not agree that a request for minor alteration should be approved, then the request for minor alteration shall be decided by the Plan Commission after payment of the applicable fee in Section 28.206, MGO.

1. When the recorded Planned Development zoning text requires a development or alteration also be approved by a non-City design, architectural, or similar review body, and the specified body has been dissolved, is inactive, or declines to make a recommendation, the Director may act on the Planned Development alteration request. The applicant shall provide documentation on efforts to reach the non-City review body. For the purposes of this section, the non-City review body will be considered inactive if the applicant has not received a response or had their non-City review process initiated within thirty (30) days of that contact.

(b) Major alterations may be approved by the City Plan Commission if the requested alterations are consistent with the concept approved by the Common Council.

(c) Major alterations that represent a substantial departure from the concept approved by the Common Council may be approved only after all of the procedures in Sec. 28.098(5) have been satisfied.

(d) Telecommunications towers, Class 1 Collocations, Class 2 Collocations and Radio Broadcast Service Facilities shall be considered minor alterations under this section. Criteria for review are provided in Sections 28.143 and 28.148. See Wis. Stat §§ 66.0404(3)(a)1 and (4)(gm) and 66.0406 (2013). A conditional use

alteration is not required for the installation of Solar Energy Systems. See Section 28.151 and Wis. Stat. §§ 62.23(7)(c) and 66.0401 (2018).

(e) Requests to modify a sign package approved under Sec. 31.13(4), MGO, are not alterations subject to this section."

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File Number: 89375

File ID:	89375	**File Type:**	Ordinance	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/30/2025
File Name:	East Washington North Butler Rezone			**Final Action:**	

Title: Creating Section 28.022-00724 of the Madison General Ordinances to change the zoning of property located at 302-308 East Washington Avenue and 15-27 North Butler Street from UMX (Urban Mixed-Use) and PD (Planned Development) District to PD (GDP) (Planned Development-General Development Plan) District and creating Section 28.022-00725 to approve a Specific Implementation Plan. (District 2)

Notes: 6976EastWashingtonNorthButlerRZ

		CC Agenda Date:	08/05/2025
		Agenda Number:	76.
Sponsors:	Planning Division	**Effective Date:**	
Attachments:	302-308 E Washington Ave.pdf	**Enactment Number:**	
Author:	Kate Smith	**Hearing Date:**	
Entered by:	mglaeser@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	7/30/2025	Michael Haas	Approved as to Form	8/19/2025
1	2	7/31/2025	Maggie McClain	Approve	8/19/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Attorney's Office	07/30/2025	Referred for Introduction				

Action Text: This Ordinance was Referred for Introduction
Notes: Plan Commission Public Hearing (8/25/25), Common Council (9/2/25)

Text of Legislative File 89375

Fiscal Note

No City appropriation required.

Title

Creating Section 28.022-00724 of the Madison General Ordinances to change the zoning of property located at 302-308 East Washington Avenue and 15-27 North Butler Street from UMX (Urban Mixed-Use) and PD (Planned Development) District to PD (GDP) (Planned Development-General Development Plan) District and creating Section 28.022-00725 to approve a Specific Implementation Plan. (District 2)

Body

DRAFTER'S ANALYSIS: This ordinance amendment rezones property located at 302-308 East Washington Avenue and 15-27 North Butler Street from UMX (Urban Mixed-Use) and PD (Planned Development) District to PD (GDP) (Planned Development-General Development Plan) and approves a Specific Implementation Plan to construct up to 11-story mixed-use building with 9,000 square feet of commercial space and 76 apartments.

****

The Common Council of the City of Madison do hereby ordain as follows:

1. Map Amendment 00724 of Section 28.022 of the Madison General Ordinances is hereby created to read as follows:

“28.022-00724. The following described property is hereby rezoned to PD (GDP) (Planned Development-General Development Plan) District.

Lots 1, 8, 9, 10, and Part of Lot 7, Block 112, Original Pritchette Plat of Madison, located in the SW 1/4 of the SW 1/4 of Section 13, T7N, R9E, City of Madison, Dane County, Wisconsin, and more particularly described as follows:

Commencing at the True Corner for the South Quarter Corner of aforesaid Section 13, thence along the south line of the SW 1/4 of the SW 1/4 of said Section 13 South 88 Degrees 53 Minutes 29 Seconds East, 1,906.20 feet; thence North 01 Degrees 06 Minutes 31 Seconds East, 840.69 feet to the southernmost corner of said Lot 8 and the Point of Beginning; thence along the northeasterly right of way line of N Butler Street, North 43 Degrees 52 Minutes 49 Seconds West, 331.44 feet to the westernmost corner of said Lot 1; thence along the northwesterly line of said Lot 1, North 46 Degrees 10 Minutes 15 Seconds East, 132.42 feet to the northernmost corner of said Lot 1; thence, along the northeasterly line of said Lot 1, Lot 10, and Lot 9, South 43 Degrees 50 Minutes 43 Seconds East, 198.62 feet to the easternmost corner of said Lot 9; thence South 46 Degrees 09 Minutes 14 Seconds West, 32.07 feet; thence South 43 Degrees 56 Minutes 51 Seconds East, 132.59 feet to a point on the northwest right of way of E Washington Avenue; thence along said right of way of E Washington Avenue, South 46 Degrees 02 Minutes 44 Seconds West, 100.38 feet to the Point of Beginning. Said parcel contains 39,601 square feet or 0.91 acres.”

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 0000725 of Section 28.022 of the Madison General Ordinances is hereby created to read as follows:

"28.022-0000725. A Planned Development District Specific Implementation Plan is hereby approved for the following described property:

Lots 1, 8, 9, 10, and Part of Lot 7, Block 112, Original Pritchette Plat of Madison, located in the SW 1/4 of the SW 1/4 of Section 13, T7N, R9E, City of Madison, Dane County, Wisconsin, and more particularly described as follows:

Commencing at the True Corner for the South Quarter Corner of aforesaid Section 13, thence along the south line of the SW 1/4 of the SW 1/4 of said Section 13 South 88 Degrees 53 Minutes 29 Seconds East, 1,906.20 feet; thence North 01 Degrees 06 Minutes 31 Seconds East, 840.69 feet to the southernmost corner of said Lot 8 and the Point of Beginning; thence along the northeasterly right of way line of N Butler Street, North 43 Degrees 52 Minutes 49 Seconds West, 331.44 feet to the westernmost corner of said Lot 1; thence along the northwesterly line of said Lot 1, North 46 Degrees 10 Minutes 15 Seconds East, 132.42 feet to the northernmost corner of said Lot 1; thence, along the northeasterly line of said Lot 1, Lot 10, and Lot 9, South 43 Degrees 50 Minutes 43 Seconds East, 198.62 feet to the easternmost corner of said Lot 9; thence South 46 Degrees 09 Minutes 14 Seconds West, 32.07 feet; thence South 43 Degrees 56 Minutes 51 Seconds East, 132.59 feet to a point on the northwest right of way of E Washington Avenue; thence along said right of way of E Washington Avenue, South 46 Degrees 02 Minutes 44 Seconds West, 100.38 feet to the Point of Beginning. Said parcel contains 39,601 square feet or 0.91 acres."

REQUEST FOR AMENDMENT TO THE MADISON GENERAL ORDINANCES

TO: Michael R. Haas, City Attorney

Proposed/Current Section No. _____

Amendment: x

FROM: Tim Parks, Planning Division

Repeal: _____

Creation: _____

Please draft the following ordinance:

Note: Is this ordinance exempt from the provisions of Section 2.05(4)?

_____ If so, **circle** the appropriate paragraph number under which exemption is claimed. [1, 2, 3, 4, 5, 6, 7, 8, 9]

_____ If not, the signature of the Mayor or the Alderperson who will sponsor this ordinance is required below.

See Attachment(s): ____

Date to be Presented: 5 August 2025

Referral(s): Plan Commission: 25 August 2025; Common Council: 2 September 2025

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 302-308 E Washington Ave. and 15-27 N Butler St. Alder District 2

From UMX and PD District To PD(GDP-SIP) District

Proposed Use: Amend and expand General Development Plan and Specific Implementation Plan for Butler Plaza to construct up to 11-story mixed-use building with 9,000 square feet of commercial space and 76 apartments

By Direction Of: _____ Date: 10 July 2025

Meagan Tuttle, Director Planning Division

City of Madison

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

Master

File Number: 89376

File ID:	89376	**File Type:**	Ordinance	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/30/2025
File Name:	State Street West Dayton Rezone			**Final Action:**	

Title: Creating Section 28.022-00726 of the Madison General Ordinances to change the zoning of property located at 124-126 State Street and 115 West Dayton Street from PD (Planned Development) District to DC (Downtown Core) District. (District 4)

Notes: 6977StateWestDaytonRZ

		CC Agenda Date:	08/05/2025
		Agenda Number:	77.
Sponsors:	Planning Division	**Effective Date:**	
Attachments:	124-126 State Street.pdf	**Enactment Number:**	
Author:	Kate Smith	**Hearing Date:**	
Entered by:	mglaeser@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	7/30/2025	Michael Haas	Approved as to Form	8/19/2025
1	2	7/31/2025	Maggie McClain	Approve	8/19/2025

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Attorney's Office	07/30/2025	Referred for Introduction				

Action Text: This Ordinance was Referred for Introduction
Notes: Plan Commission Public Hearing (8/25/25), Common Council (9/2/25)

Text of Legislative File 89376

Fiscal Note

No City appropriation required.

Title

Creating Section 28.022-00726 of the Madison General Ordinances to change the zoning of property located at 124-126 State Street and 115 West Dayton Street from PD (Planned Development) District to DC (Downtown Core) District. (District 4)

Body

DRAFTER'S ANALYSIS: This ordinance amendment rezones an existing building located at 124-126 State Street and 115 West Dayton Street from PD (Planned Development) District to DC (Downtown Core) District to a conventional zoning district.

****

The Common Council of the City of Madison do hereby ordain as follows:

1. Map Amendment 00726 of Section 28.022 of the Madison General Ordinances is hereby created to read as follows:

“28.022-00726. The following described property is hereby rezoned to DC (Downtown Core) District.

Lot 1, Certified Survey Map 13100, City of Madison, Dane County, Wisconsin. Said described parcel contains 2,783 square feet (0.063 acres)”

REQUEST FOR AMENDMENT TO THE MADISON GENERAL ORDINANCES

TO: Michael R. Haas, City Attorney

Proposed/Current Section No. _____

Amendment: x
Repeal: _____
Creation: _____

FROM: Tim Parks, Planning Division

Please draft the following ordinance:

Note: Is this ordinance exempt from the provisions of Section 2.05(4)?

_____ If so, **circle** the appropriate paragraph number under which exemption is claimed. [1, 2, 3, 4, 5, 6, 7, 8, 9]

_____ If not, the signature of the Mayor or the Alderperson who will sponsor this ordinance is required below.

See Attachment(s): ____

Date to be Presented: 5 August 2025

Referral(s): Plan Commission: 25 August 2025; Common Council: 2 September 2025

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 124-126 State Street/ 115 W Dayton Street Alder District 4

From PD District To DC District

Proposed Use: Rezone existing mixed-use building to conventional zoning district

By Direction Of: _____ Date: 10 July 2025

Meagan Tuttle, Director Planning Division

City of Madison

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

Master

File Number: 89266

File ID:	89266	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/23/2025
File Name:	Amending the 2025 Adopted Engineering-Bicycle & Pedestrian Capital Budget and awarding Public Works Contract 8739, Tancho Dr Bike Path & Northeast Pond Repair.			**Final Action:**	

Title: Amending the 2025 Adopted Engineering-Bicycle & Pedestrian Capital Budget and awarding Public Works Contract 8739, Tancho Dr Bike Path & Northeast Pond Repair. (District 17)

Notes: Chris Petykowski

		CC Agenda Date:	08/05/2025
		Agenda Number:	78.
Sponsors:	Sabrina V. Madison	**Effective Date:**	
Attachments:	8739BidOpeningTab Jul242025.pdf, 8739 award.pdf	**Enactment Number:**	
Author:	Jim Wolfe, City Engineer	**Hearing Date:**	
Entered by:	hfleegel@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	7/30/2025	Robert Mulcahy	Approve	7/29/2025

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	07/28/2025	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction
Notes: Finance Committee (8/25/25), Board of Public Works (8/6/25), Common Council (9/2/25)

Text of Legislative File 89266

Fiscal Note

Fiscal Note Pending.

Title

Amending the 2025 Adopted Engineering-Bicycle & Pedestrian Capital Budget and awarding Public Works Contract 8739, Tancho Dr Bike Path & Northeast Pond Repair. (District 17)

Body

WHEREAS, The City of Madison advertised and received bids for the Public Works Contract 8739 Tancho Dr Bike Path & Northeast Pond Repair. The City Engineer is proposing to utilize funds from the recently completed Autumn Ridge Path project account to cover costs of the path.

NOW,THEREFORE, 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; and,

BE IT FURTHER RESOLVED, that the 2025 Engineering - Bicycle & Pedestrian Adopted Capital Budget be amended to transfer $150,000 of existing GFGO budget authority from the Autumn Ridge Path project (MUNIS 11859) to the Tancho Dr Bike Path project (MUNIS 14761; and,

BE IT FINALLY RESOLVED, that the funds be encumbered to cover the costs of the projects contained herein.

See attached document (Contract No. 8739) for itemization of bids.

TANCHO DR BIKE PATH & NORTHEAST REGIONAL POND REPAIR
CONTRACT NO. 8739
DATE: 7/24/25
PREQUALIFICATION: 310

CONTRACTORS	TOTAL BID	PREQUALIFICATION STATUS
INTEGRITY GRADING & EXCAVATING, INC.	$913,338.55	OK
Engineering Estimate	$1,012,280.00	
R. G. Huston Co., Inc.	$1,160,650.00	OK
Speedway Sand & Gravel, Inc.	$1,177,877.37	OK

CONTRACT NO. 8739
Tancho Dr Bike Path & Northeast Pond Repair

Integrity Grading & Excavating, Inc

CONTRACT AWARD	**$**	**913,338.55**
MAX CONTINGENCY (8%)	*$*	*73,067.08*
PATH: 14761-403-172: 54440 (91226)		363,562.40
ACCT. CONTINGENCY 8%		29,084.99
ACCT. SUBTOTAL		392,647.39
PATH STORM: 14761-403-174: 54445 (91345)		52,707.43
ACCT. CONTINGENCY 8%		4,216.59
ACCT. SUBTOTAL		56,924.02
LIGHTING: 14761-403-177: 54435 (91232)		143,717.40
ACCT. CONTINGENCY 8%		11,497.39
ACCT. SUBTOTAL		155,214.79
STORM POND: 15427-84-174-84400: 54445 (91345)		353,351.32
ACCT. CONTINGENCY 8%		28,268.11
ACCT. SUBTOTAL		381,619.43
GRAND TOTAL INCL. CONTINGENCY	**$**	**986,405.63**

City of Madison

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

Master

File Number: 89270

File ID:	89270	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/23/2025
File Name:	Approving Plans and Specifications for the Site Restoration of 114 E Wilson St (Former Government East Ramp).			**Final Action:**	

Title: Approving Plans and Specifications for the Site Restoration of 114 E Wilson St (Former Government East Ramp). (District 4)

Notes: Aaron Canton

CC Agenda Date: 08/05/2025

Agenda Number: 79.

Sponsors: Michael E. Verveer

Effective Date:

Attachments: Former Govt East Parking Ramp Site Plan_2025-06-12.pdf

Enactment Number:

Author: Jim Wolfe, City Engineer

Hearing Date:

Entered by: hfleegel@cityofmadison.com

Published Date:

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	7/30/2025	Robert Mulcahy	Delegated	
1	2	7/31/2025	Maggie McClain	Approve	8/5/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Engineering Division	07/30/2025	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction

Notes: Board of Public Works (8/6/25), Finance Committee (8/25/25), Common Council (9/2/25)

Text of Legislative File 89270

Fiscal Note

Fiscal note pending.

Title

Approving Plans and Specifications for the Site Restoration of 114 E Wilson St (Former Government East Ramp). (District 4)

Body

BE IT RESOLVED,

1) That the plans and specifications for 114 E Wilson St Site Restoration, be and are herby 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.

4) That the General Land Acquisition fund will be utilized to fund the costs of this project as holding costs for this City property as temporary construction staging use of the property is ending, so the property must be final graded and stabilized consistent with City ordinances, and there is currently not a known future use for this property.

123 E DOTY STREET CORP %
ELIOT BUTLER
123 E DOTY STREET
PARCEL # 070924202082
(GREAT DANE PUB & BREWING)

120 EAST WILSON LLC
120 E WILSON STREET
PARCEL # 070924202115
(TEMPEST OYSTER BAR)

N

0 5 10 20

APPROX. BUILDING FOOTPRINT (TYP.)

GREAT DANE - PATIO AREA

EX. CONCRETE WALL

PROPERTY LINE (TYP.)

STEEL STAIRS TO REMAIN

EX. JOB TRAILERS

EX. SIDEWALK TO REMAIN (TYP.)

E. DOTY STREET

E. WILSON STREET

CITY OF MADISON PARKING
GOVERNMENT EAST RAMP
114 E WILSON STREET
PARCEL #:070924202131

EX. SIDEWALK TO REMAIN (TYP.)

EX. BUILDING FOUNDATION WALL ALONG PROPERTY LINE

APPLE HOSPITALITY MADISON
2312 S PINCKNEY STREET
PARCEL #: 070924202149
(EMBASSY SUITES HOTEL)

DRAWING LIST

E1	EXISTING CONDITIONS
C1	SITE GRADING PLAN
C2	EROSION CONTROL AND SITE RESTORATION
S1	RETAINING WALL PLAN AND ELEVATION
S2	RETAINING WALL DETAILS

NOT FOR CONSTRUCTION 6/12/2025

MARK	REVISION	DATE	BY
Designed By: BMO	Date: 6/9/2025	Scale:	

870

MADISON, WI

CONTRACT NO: ####

EXISTING CONDITIONS

FORMER GOVERNMENT EAST RAMP SITE RESTORATION

S:\MAD\1000--1099\1020134\Drawings\CAD\Doty Street Parking Lot\Sheets

E1

123 E DOTY STREET CORP %
ELIOT BUTLER
123 E DOTY STREET
PARCEL # 070924202082
(GREAT DANE PUB & BREWING)

120 EAST WILSON LLC
120 E WILSON STREET
PARCEL # 070924202115
(TEMPEST OYSTER BAR)

APPROX. BUILDING FOOTPRINT (TYP.)

GREAT DANE - PATIO AREA

NEW RETAINING WALL ALONG EXISTING WALL, SEE SHEET S1.

EXISTING CONCRETE WALL, FULL LENGTH OF PROPERTY

BERM TO DIRECT RUNOFF TOWARDS EXISTING DRIVEWAY APRON

PROPERTY LINE (TYP.)

DRAINAGE SWALE (TYP.)

MATCH EXISTING GRADE ALONG SIDEWALK (TYP.)

CITY OF MADISON PARKING
GOVERNMENT EAST RAMP
114 E WILSON STREET
PARCEL #:070924202131

VINYL- COATED BLACK CHAIN LINK FENCE, SEE SHEET C2.

EXISTING BUILDING FOUNDATION WALL ALONG PROPERTY LINE

APPLE HOSPITALITY MADISON
2312 S PINCKNEY STREET
PARCEL #: 070924202149
(EMBASSY SUITES HOTEL)

E. DOTY STREET

E. WILSON STREET

0 5 10 20

GENERAL NOTES:

1. EXISTING SITE SOILS (AGGREGATE) SHALL REMAIN ON SITE AND BE RE-GRADED AS SHOWN.
2. COVER SITE WITH 6 INCHES OF TOPSOIL. CONTOURS AND ELEVATIONS PROVIDED ARE FINISHED GRADE ELEVATIONS.

NOT FOR CONSTRUCTION 6/12/2025

MARK	REVISION	DATE	BY
Designed By: BMO	Date: 6/9/2025	Scale:	

871

MADISON, WI #####

CONTRACT NO:

GRADING PLAN

FORMER GOVERNMENT EAST RAMP SITE RESTORATION

S:\MAD\1000--1099\1020\134\Drawings\CAD\Doty Street Parking Lot\Sheets

C1

123 E DOTY STREET CORP %
ELIOT BUTLER
123 E DOTY STREET
PARCEL # 070924202082

120 EAST WILSON LLC
120 E WILSON STREET
PARCEL # 070924202115

GREAT DANE - PATIO AREA

NEW RETAINING WALL ALONG EXISTING WALL, SEE SHEET S1.

INSTALL SEEDING AND EROSION CONTROL MATTING CLASS 1 TYPE A.

PROPERTY LINE (TYP.)

INSTALL 6-FOOT BLACK VINYL-COATED CHAIN LINK FENCE ALONG BACK OF SIDEWALK BETWEEN EXISTING BUILDING AND EXISTING FOUNDATION WALL AS SHOWN.

E. DOTY STREET

16-FOOT SWING GATE

16-FOOT SWING GATE AT EXISTING DRIVEWAY APRON

E. WILSON STREET

INSTALL 6-FOOT BLACK VINYL-COATED CHAIN LINK FENCE ALONG BACK OF SIDEWALK BETWEEN EXISTING BUILDINGS AS SHOWN

EXISTING BUILDING FOUNDATION WALL ALONG PROPERTY LINE

TEMPORARY SILT SOCK ALONG BACK OF SIDEWALK UNTIL SEEDING IS ESTABLISHED.

APPLE HOSPITALITY MADISON
2312 S PINCKNEY STREET
PARCEL #: 070924202149

GENERAL NOTES:

1. ALL SEEDING AND EROSION CONTROL SHALL COMPLY WITH THE CITY OF MADISON STANDARD SPECIFICATIONS. SEED MIX SHALL BE AN APPROVED "SUN TERRACE SEED MIX."
2. UNIFORMLY SPREAD 6 INCHES OF TOPSOIL ACROSS SITE.

NOT FOR CONSTRUCTION 6/12/2025

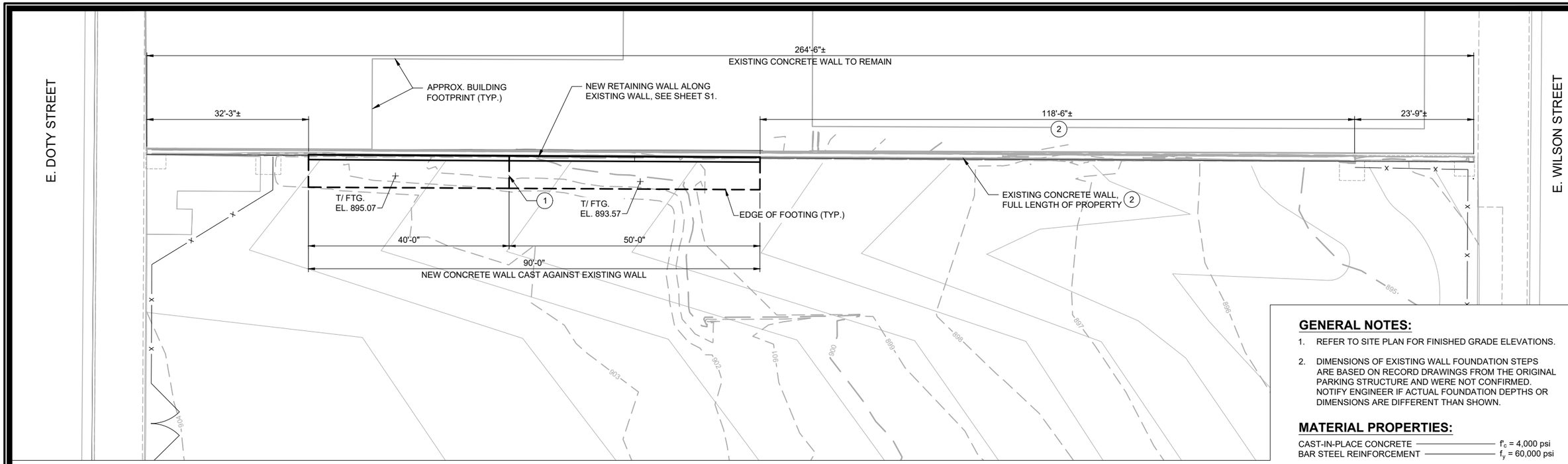
MARK	REVISION	DATE	BY
Designed By: BMO	Date: 6/9/2025	Scale:	

872

EROSION CONTROL AND SITE RESTORATION
FORMER GOVERNMENT EAST RAMP SITE RESTORATION
MADISON, WI
CONTRACT NO: ####

S:\MAD\1000--1099\1020\134\Drawings\CAD\Doty Street Parking Lot\Sheets

C2



PLAN

GENERAL NOTES:

1. REFER TO SITE PLAN FOR FINISHED GRADE ELEVATIONS.
2. DIMENSIONS OF EXISTING WALL FOUNDATION STEPS ARE BASED ON RECORD DRAWINGS FROM THE ORIGINAL PARKING STRUCTURE AND WERE NOT CONFIRMED. NOTIFY ENGINEER IF ACTUAL FOUNDATION DEPTHS OR DIMENSIONS ARE DIFFERENT THAN SHOWN.

MATERIAL PROPERTIES:

CAST-IN-PLACE CONCRETE ——— f'_c = 4,000 psi
BAR STEEL REINFORCEMENT ——— f_y = 60,000 psi

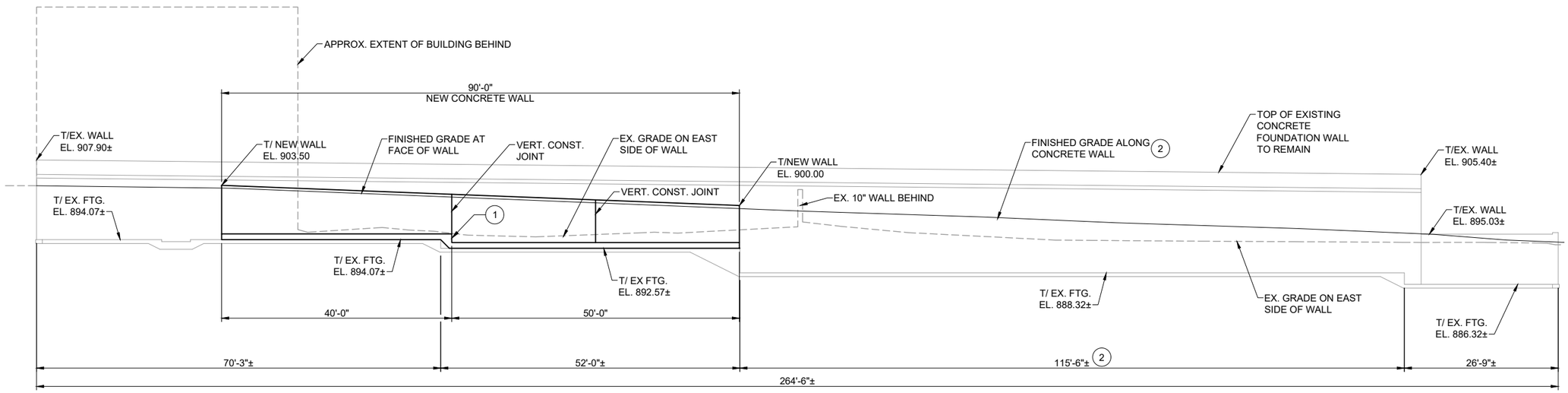
DESIGN CONTACT

BRETT OFTEDAHL, STRAND ASSOCIATES, INC.: (608) 251-4843

KEY NOTES:

(1) FOOTING STEP. (A / S2)

(2) THIS SEGMENT OF THE EXISTING FOUNDATION WALL IS SUITABLE TO RETAIN UP TO 3'-6" OF SOIL EMBANKMENT. THE GROUND ELEVATION DIFFERENCE FROM THE BACK SIDE TO FRONT SIDE OF WALL SHALL NOT EXCEED 3'-6" WITHOUT ENGINEERING ANALYSIS AND APPROVAL.



ELEVATION
(LOOKING EAST AT BACK FACE)

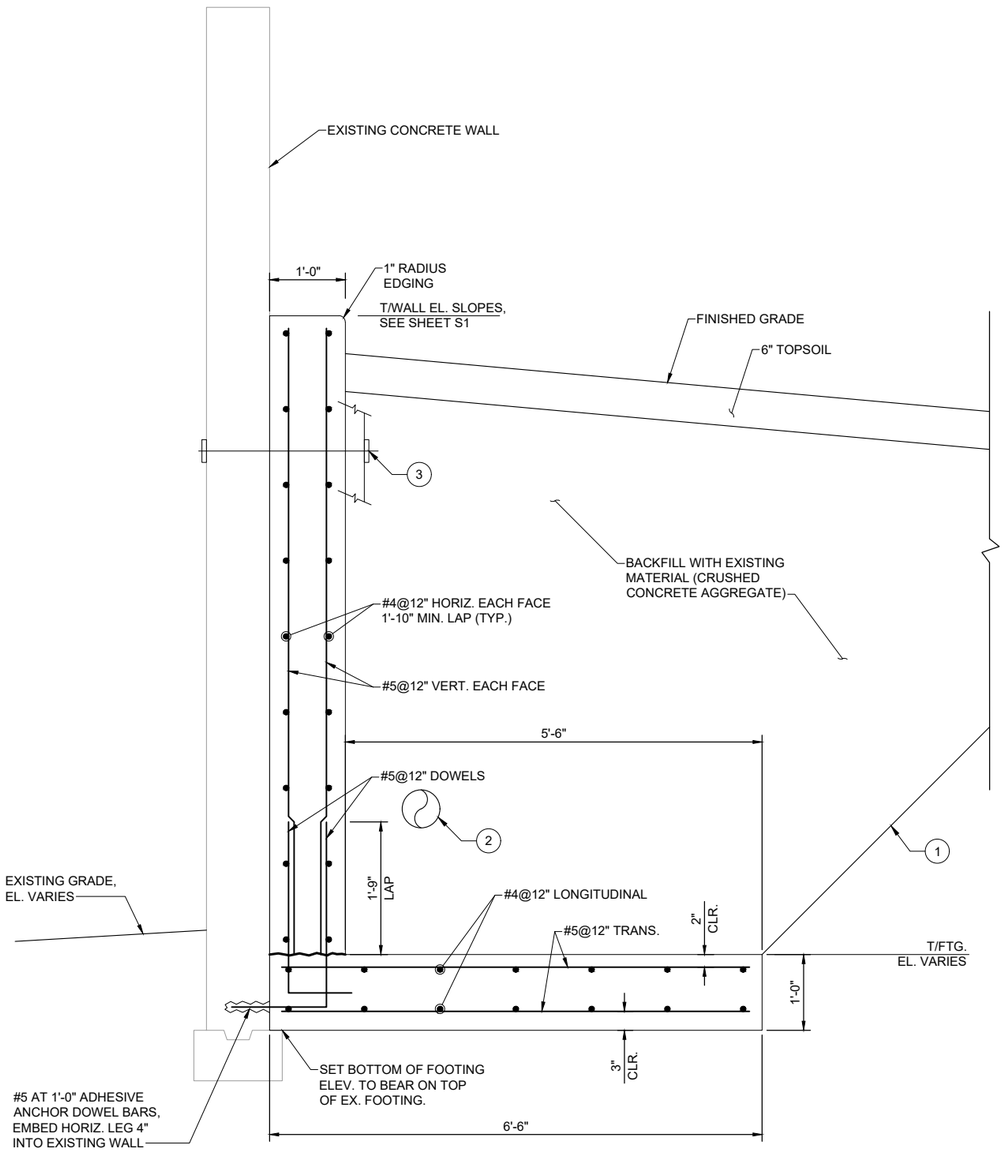
NOT FOR CONSTRUCTION 6/12/2025

MARK	REVISION	DATE	BY
Designed By: BMO	Date: 6/12/2025 2:26 PM	Scale: 1" = 40'	

RETAINING WALL PLAN AND ELEVATION
FORMER GOVERNMENT EAST RAMP SITE RESTORATION
MADISON, WI
CONTRACT NO: #####
S:\MAD\1000--1099\1020\134\Drawings\CAD\Doty Street Parking Lot\Sheets

S1

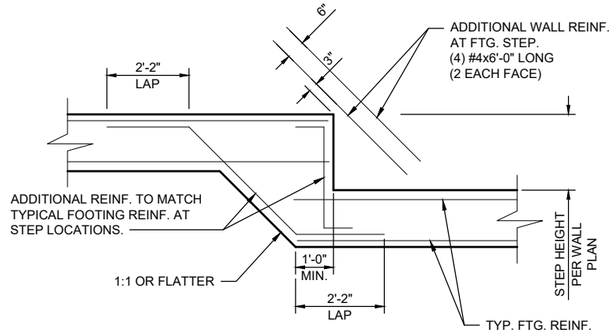
873



TYPICAL WALL SECTION
(NO SCALE)

KEY NOTES:

1. EXCAVATION SLOPE TO BE DETERMINED BY CONTRACTOR AND SHALL MEET OSHA REQUIREMENTS.
2. 4-INCH PERFORATED UNDERDRAIN. SLOPE PIPE TO DRAIN TOWARDS THE SOUTH END OF THE SITE. DAYLIGHT PIPE AT APPROX. ELEVATION 896. PROVIDE PIPE DRAIN GRATE AT END OF PIPE.
3. FORM WORK FOR NEW WALL MUST BE TIED TO THE EX. WALL SUCH THAT THE PRESSURE FROM THE WET CONCRETE IS BALANCED BETWEEN THE NEW FORM AND EX. WALL. EXTERNAL BRACING OF ONLY THE WALL FORM, COULD CAUSE THE EXISTING WALL TO FAIL UNDER THE PRESSURE OF WET CONCRETE IF NOT PROPERLY BRACED. ADHESIVE ANCHORS INTO THE EXISTING WALL MAY BE REQUIRED WHERE THE EAST SIDE OF WALL IS NOT ACCESSIBLE. CONTACT ENGINEER FOR REVIEW IF FORMING REQUIREMENTS ARE NOT CLEAR.



NOTES:

1. SEE PLAN FOR FOOTING STEP DIMENSIONS AND TYPICAL WALL AND FOOTING REINFORCING.
2. STEPPED FOOTING TO BE POURED MONOLITHICALLY.

A / S2 FOOTING STEP
NO SCALE

NOT FOR CONSTRUCTION 6/12/2025

MARK	REVISION	DATE	BY
Designed By: BMO	Date: 6/12/2025 2:07 PM	Scale: 1" = 40'	

874

RETAINING WALL DETAILS

FORMER GOVERNMENT EAST RAMP SITE RESTORATION

MADISON, WI

CONTRACT NO: #####

S:\MAD\1000--1099\1020\134\Drawings\CAD\Doty Street Parking Lot\Sheets

CITY OF MADISON WISCONSIN

S2

City of Madison

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

Master

File Number: 89324

File ID:	89324	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/28/2025
File Name:	Authorizing the Mayor and the City Clerk to execute an amendment to the Breese Stevens Stadium Use and Operating Agreement with Big Top Events LLC to update the limitations on alcohol sales at Stadium Events. (District 6)			**Final Action:**	

Title: Authorizing the Mayor and the City Clerk to execute an amendment to the Breese Stevens Stadium Use and Operating Agreement with Big Top Events LLC to update the limitations on alcohol sales at Stadium Events. (District 6)

Notes:

		CC Agenda Date:	08/05/2025
		Agenda Number:	80.
Sponsors:	Davy Mayer	**Effective Date:**	
Attachments:	Breese Stevens-First Amendment to Operating Agreement (Final).pdf	**Enactment Number:**	
Author:	CJ Ryan	**Hearing Date:**	
Entered by:	nmiller@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	7/30/2025	Robert Mulcahy	Approve	8/18/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Parks Division	07/28/2025	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction
Notes: Finance Committee (8/25/25), Board of Park Commissioners (8/13/25), Common Council (9/2/25)

Text of Legislative File 89324

Fiscal Note

The proposed resolution authorizes the City to enter into an amendment to the current Breese Stevens Stadium use agreement with Big Top Events LLC. The amendment will increase the use fee by approximately five percent per year from 2026 through 2033, for a total increase in revenue of $39,700 over the life of the agreement. The original agreement was approved via RES-18-00400 (Legistar #51427) on May 15, 2018. No additional appropriation is required at this time.

Title

Authorizing the Mayor and the City Clerk to execute an amendment to the Breese Stevens Stadium Use and Operating Agreement with Big Top Events LLC to update the limitations on alcohol sales at Stadium Events. (District 6)

Body

WHEREAS, the City and Big Top (the "Parties") entered into the Breese Stevens Stadium Use and Operation Agreement on January 1, 2019 (the "Agreement"), which Agreement sets forth the terms and conditions upon which Big Top is authorized to use and operate the Breese Stevens Stadium (the "Stadium") from 2019-2028. The Agreement replaced an earlier use agreement that authorized Big Top's use of the Stadium beginning in 2016; and,

WHEREAS, under the Agreement, Big Top has served fermented beverages and wine at the Stadium to the general public at events taking place at the Stadium since 2016, and has sold beer, wine, and liquor at private events at Breese Stevens Field since 2016; and,

WHEREAS, nationwide sales of beer has slowed in 2023 and 2024, including beer sales at the Stadium, which is a key revenue stream for Big Top. Providing a variety of beverages to the general public during events creates a higher level of customer service to the sports and entertainment fan attending the Stadium; and,

WHEREAS, since 2016, Big Top has complied with alcohol license rules and conditions, and has annually submitted its alcohol beverage policy to the Parks Division and Board of Park Commissioners, addressing how Big Top prevents underage drinking and over consumption at Big Top games and events; and,

WHEREAS, Big Top has requested modifications to the Agreement that would enable it to expand the variety of its alcohol offerings at the Stadium and better serve its customers and users of the City's facility to meet current trends, which changes the City is agreeable to, as set forth herein.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and City Clerk are authorized to execute a First Amendment to the Agreement with Big Top Events LLC to update the limitations on alcohol sales at Stadium Events through 2033 in a format that is approved by the City Attorney and that is consistent with the agreement attached hereto.

FIRST AMENDMENT TO THE
BREESE STEVENS STADIUM USE AND OPERATION AGREEMENT
Between the City of Madison and Big Top Events LLC
For the 2019 - 2033 Calendar Years.

THIS AMENDMENT, made and entered into by and between the City of Madison, a Wisconsin municipal corporation ("City"), and Big Top Events LLC, a Wisconsin limited liability company ("Big Top"), is effective as of the date by which all parties have signed hereunder.

WITNESSETH:

WHEREAS, the City and Big Top (the "Parties") entered into the Breese Stevens Stadium Use and Operation Agreement on January 1, 2019 (the "Agreement"), which Agreement sets forth the terms and conditions upon which Big Top is authorized to use and operate the Breese Stevens Stadium (the "Stadium") from 2019-2028. The Agreement replaced an earlier use agreement that authorized Big Top's use of the Stadium beginning in 2016; and,

WHEREAS, under the Agreement, Big Top has served fermented beverages and wine at the Stadium to the general public at events taking place at the Stadium since 2016, and has sold beer, wine, and liquor at private events at Breese Stevens Field since 2016; and,

WHEREAS, nationwide sales of beer has slowed in 2023 and 2024, including beer sales at the Stadium, which is a key revenue stream for Big Top. Providing a variety of beverages to the general public during events creates a higher level of customer service to the sports and entertainment fan attending the Stadium; and,

WHEREAS, since 2016, Big Top has complied with alcohol license rules and conditions, and has annually submitted its alcohol beverage policy to the Parks Division and Board of Park Commissioners, addressing how Big Top prevents underage drinking and over consumption at Big Top games and events; and,

WHEREAS, Big Top has requested certain modifications to the Agreement that would enable it to expand the variety of its alcohol offerings at the Stadium and better serve its customers and users of the City's facility to meet current trends, which changes the City is agreeable to, as set forth herein.

NOW, THEREFORE, in consideration of the promises and mutual covenants of the parties hereto, the Parties agree as follows:

1. Purpose. The purpose of this First Amendment to the Breese Stevens Stadium Use and Operation Agreement (the "Amendment") is to update the limitations on alcohol sales at Stadium Events, consistent with current market trends.

2. Section 5.b.(13) of the Agreement is amended as follows:

"(13) Alcohol. Big Top may serve liquor, fermented malt beverage products (beer and wine coolers) or wine ~~to the general public~~ at Events taking place at the Stadium. ~~Liquor may be served at private Events not open to the general public (e.g. weddings, corporate outings) that include renting of the entire facility, within private suites, or within designated and cordoned off VIP areas that are separately ticketed, with tickets sold in advance, and that do not allow anyone under the legal drinking to enter, provided additional security is provided for under the Security Plan in paragraph (8) above.~~ Big Top is responsible for obtaining the appropriate license for the sale of liquor, wine and beer from the City Clerk each year and agrees to comply with all applicable liquor laws, including conditions placed on the alcohol license. Big Top also agrees that, if it plans to offer live entertainment at the Stadium, it shall obtain an entertainment license under MGO Sec. 38.06(11) and comply with the terms and conditions placed on that license. When there is a conflict, or potential conflict, between the terms of the licenses and this Agreement, the more restrictive terms shall apply."

3. Section 6.a.(1) of the Agreement is amended as follows:

"(1) Fee Determination. Subject to any adjustments provided for by this Agreement, Big Top agrees to pay an annual fee for the grant of authority to use the Stadium (the "Facility Use Fee"). This Fee includes all direct facility and parks fees for the use of the facility by Big Top under this Agreement, including for all athletic, sporting, community, concerts and special events. The Facility Use Fee for each calendar year of this Agreement, including the renewal period, shall be:

2019:	$68,000
2020:	$70,000
2021:	$72,000
2022:	$74,000
2023:	$76,000
2024:	$79,000
2025:	$82,000
2026:	~~$85,000~~ 89,250
2027:	~~$88,000~~ 92,400
2028:	~~$91,000~~ 95,550
2029:	~~$100,000~~ 105,000
2030:	~~$103,000~~ 108,150
2031:	~~$106,000~~ 111,300
2032:	~~$109,000~~ 114,450
2033:	~~$112,000~~ 117,600"

4. Section 17 of the Agreement is amended as follows:

"17. Notices. All notices required to be given under the terms of this Agreement shall be personally delivered or sent, postage prepaid, by depositing the same in United States mail addressed as follows:

City: Superintendent of Parks
City of Madison Parks Division
~~210 Martin Luther King, Jr. Blvd., Room 104~~
330 E. Lakeside St.
Madison, WI 53715 ~~53703~~

Big Top: ~~Vern Stenman~~
~~2920 N Sherman Ave~~
~~Madison, WI 53704~~
Conor Caloia
Chief Operating Officer/Partner
917 E. Mifflin Avenue
Madison, WI 53703"

5. Counterparts; Electronic Delivery. This Amendment, and the 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.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their proper officers on the day and year first above written.

BIG TOP EVENTS LLC

_____ _____
Conor Caloia, Chief Operating Officer/Partner Date

FOR THE CITY OF MADISON

_____	_____
Satya Rhodes-Conway, Mayor	Date
_____	_____
Michael Haas, Acting City Clerk	Date

Approved:

_____	_____
David P. Schmiedicke, Finance Director	Date

Approved as to form:

_____	_____
Michael Haas, City Attorney	Date

Execution of this Agreement by City is authorized by Resolution Enactment No. RES-25-_____, ID No. _____, adopted by the Common Council of the City of Madison on _____, 20_____ and approved by the Board of Parks Commissioners at its meeting on _____, 20_____.

City of Madison

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

Master

File Number: 89327

File ID:	89327	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/28/2025
File Name:				**Final Action:**	

Title: Authorizing the Planning Division to lead the preparation of the Downtown Area Plan and Adopting a Public Participation Plan

Notes:

CC Agenda Date: 08/05/2025

Agenda Number: 81.

Sponsors: Tag Evers, Davy Mayer, Will Ochowicz, MGR Govindarajan And Michael E. Verveer

Effective Date:

Attachments: DAP_Planning Area_Exhibit_A.pdf, DAP_PPP_Exhibit_B.pdf, Madison Process Graphic.pdf

Enactment Number:

Author: Dan McAuliffe, Planner

Hearing Date:

Entered by: lheiser-ertel@cityofmadison.com

Published Date:

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	7/30/2025	Maggie McClain	Approve	8/15/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Department of Planning and Community and Economic Development	07/28/2025	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction
Notes: Plan Commission (8/11/25), Common Council (9/2/25)

Text of Legislative File 89327

Fiscal Note

The Planning Division's 2025 adopted Operating Budget includes $50,000 for area plan processes within the Purchased Services major esxpenditure category, and additional funding

for area planning in 2026 will be included in the Division's 2026 Operating Budget request. Beyond staff time, costs associated with plan development, including public participation activities, are included in the Planning Division and other agencies' operating budgets. City costs associated with eventual implementation of Plan recommendations will be included in future operating and capital budgets subject to Common Council approval. No additional City appropriation required in 2025.

Title

Authorizing the Planning Division to lead the preparation of the Downtown Area Plan and Adopting a Public Participation Plan

Body

WHEREAS, a planning framework with 12 area plans was approved by the Common Council on August 2, 2022 (RES-22-00577, File #71147); and

WHEREAS, on August 5, 2025, the Common Council approved a resolution (File #89107) revising the Area Plan sequence, which identifies the Downtown Area as the fifth area plan to be undertaken; and

WHEREAS, the Downtown Area Plan is generally bounded by Lake Mendota on the north, Blair Street on the east, Lake Monona on the south, and Park Street on the west, (see Exhibit A); and

WHEREAS, the current Downtown Plan was adopted by the Common Council in 2012, and has guided hundreds of millions of dollars of public and private investment, including the construction of over 5,000 new housing units, and prioritizing the concept of the Madison Lakeway; and

WHEREAS, in addition to the 2012 Downtown Plan, there are nine adopted City plans that cover portions of the Downtown Area, including: Triangle Monona Bay Neighborhood Plan (2019), Mifflandia Neighborhood Plan (2019), Downtown Retail Assessment (2016), Report of the Lamp House Block Ad Hoc Committee (2014, amended 2025), Regent Street South Campus Neighborhood Plan (2008), Park Street Urban Design Guidelines (2004), Bassett Neighborhood Master Plan (1997), First Settlement Neighborhood Master Plan (1995), Brittingham Vilas Neighborhood Plan (1989); and

WHEREAS, the Downtown Area planning process will include a review of the recommendations of the aforementioned plans for consistency with the scope/level of detail established for area plans, current stakeholder priorities, and adopted citywide plans and policies such as the Comprehensive Plan; and

WHEREAS, recommendations in underlying plans that are found to be consistent as described above, will generally be incorporated into the Downtown Area Plan, and then underlying plans will be considered for archiving; and

WHEREAS, the Downtown Area Plan will be an interagency effort, with collaboration and contributions from many City of Madison agencies, including but not limited to Parks, Engineering, Community Development, Economic Development, Transportation, Traffic Engineering, Streets, Forestry, Water Utility, Public Health, Fire, and Police; and

WHEREAS, the planning process includes coordination with the Economic Development Division and Downtown Madison, Inc. (DMI) as DMI prepares the Greater Downtown Economic Investment Strategy, which will consider a larger geography than the Downtown Area Plan and

address related topics; and

WHEREAS, plan recommendations will focus on guiding changes to the physical aspects of the Downtown Area that occur incrementally over decades, such as development initiated by the private sector and infrastructure improvements typically carried out by the public sector as well as policies that have an impact on the Downtown; and

WHEREAS, Wisconsin Comprehensive Planning Law (Sec. 66.1001 Wis. Stats.) requires adoption of written procedures fostering public participation since eventual Area Plan recommendations will update the City's Comprehensive Plan; and

WHEREAS, the attached public participation plan (Exhibit B) provides a generalized approach to reach stakeholders, including more extensive public participation efforts to ensure engagement by people who are typically underrepresented, and is consistent with Wisconsin Comprehensive Planning Law (Sec. 66.1001 Wis. Stats.); and

WHEREAS, the four blocks bounded by West Washington Avenue, West Shore Drive, Haywood Drive and South Park Street will be removed from the Downtown Area Plan boundary as it was adopted in the 2022 planning framework, and incorporated into the Near West Area Plan.

NOW, THEREFORE BE IT RESOLVED that the City of Madison Planning Division is authorized to lead the preparation of the Downtown Area Plan to guide land use, housing, urban design, transportation, parks and open space, historic and cultural resources, community facilities, utilities and other potential improvements within the area shown on the attached Downtown Area Plan Boundary Map; and

THEREFORE, BE IT FINALLY RESOLVED that the attached public participation plan (Exhibit B) is adopted as a guide that proactively and equitably engages and informs residents, businesses, property owners, and other stakeholders within the Downtown Area Plan and complies with statutory requirements for amending the City's Comprehensive Plan.


Lake Mendota
Lake Monona
Paterson St
Washington Ave
Blair St
Gorham St
Johnson St
Hamilton St
Mifflin St
Wisconsin Ave
Butler St
Main St
Williamson St
Observatory Dr
Langdon St
Webster St
Pinckney St
Wilson St
State St
Capitol Square
King St
Carroll St
Martin Luther King Jr Blvd
Fairchild St
University Ave
Henry St
Lake St
Frances St
Johnson St
Mifflin St
Broom St
John Nolen Dr
Dayton St
Bassett St
Doty St
Main St
Bedford St
Regent St
Washington Ave
Proudfit St
North Shore Dr
Park St
Vilas Ave
Drake St
John Nolen Dr
Haywood Dr
Wingra Dr
Fish Hatchery Rd
Lakeside St
Downtown Area Plan
Planning Area
Area Plan Boundary
City of Madison Boundary
Exhi 884

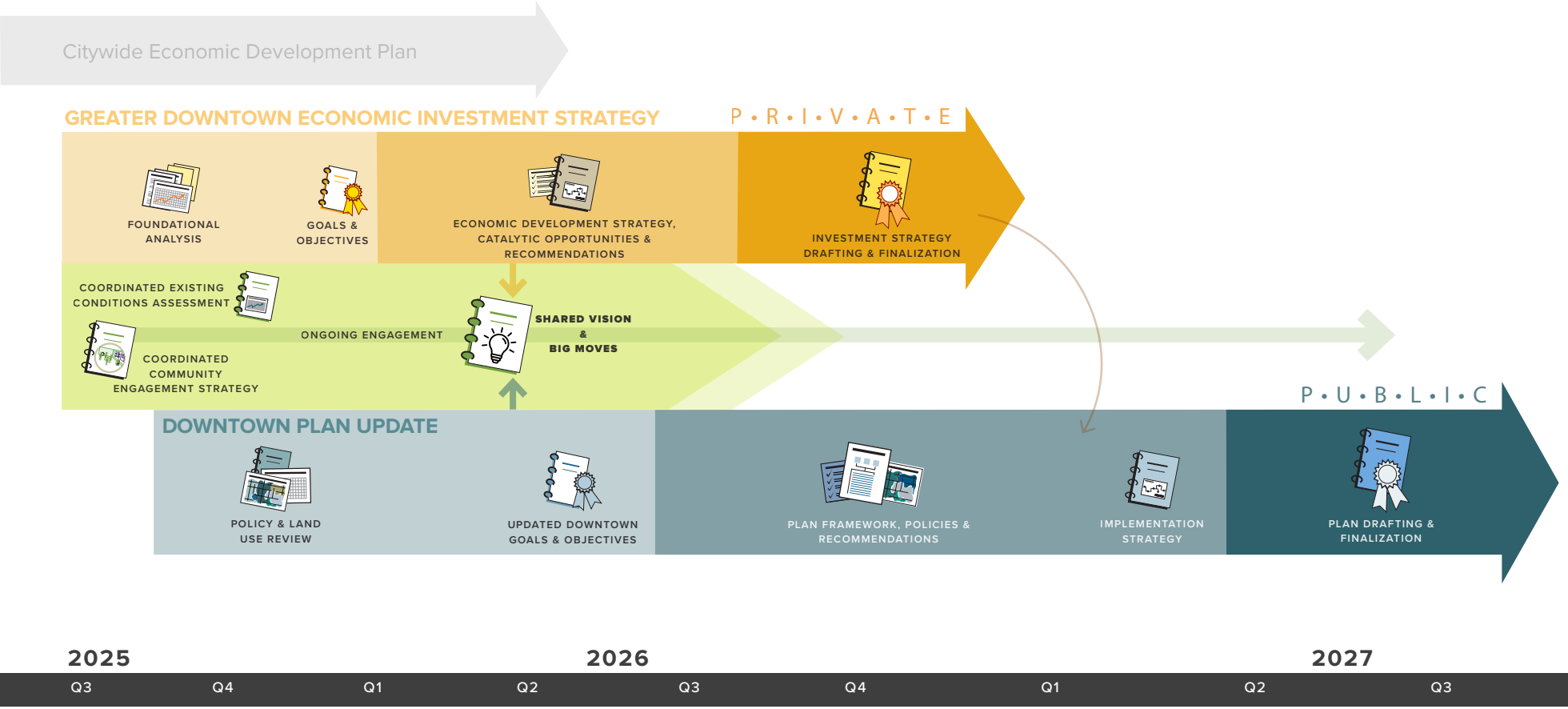
Downtown Area Plan – Public Participation Plan Exhibit B Revised: July 28, 2025

Note: In an effort to ensure coordination with Downtown Madison Inc's (DMI) Greater Downtown Economic Investment Strategy (EIS), City staff plans to participate in certain joint public engagement events. Through the City's participation in the EIS, it is anticipated that the findings from engagement efforts facilitated by DMI's consultants will be shared with City staff and will be incorporated into feedback summaries for this plan where relevant. Additionally, City staff will closely coordinate the with DMI EIS? project managers to ensure clarity in public communications about these distinct, but related planning efforts.

Phase 1: Fall 2025 - Winter 2026 **Issues, Opportunities, and Goals**	**Phase 2: Winter 2026 – Fall 2026** **Initial Draft Recommendations**	**Phase 3: Winter 2026- Spring 2027** **Draft Plan, Plan Review/Approval Process**
Plan Authorization Present and review project scope and public participation plan. **Prepare promotional materials** Prepare flyers, posters, press releases, social media posts etc. to raise awareness of the process and how people can participate. Direct people to website to sign up for email list. **Downtown Area Plan Kickoff Meeting** First major public engagement event. Discuss how the Downtown has changed since the 2012 Downtown Plan, successes since 2012, issues facing the Downtown, overarching City policies from the Comprehensive Plan and other City initiatives. Present scope and anticipated timeline. Obtain public perspectives on issues and goals for the Downtown. **Stakeholder Interviews** Meet with downtown stakeholders such as major property owners, employers, cultural institutions, event organizers, businesses, etc. to understand their perspectives. **Neighborhood and Business Groups** Meet and discuss the plan with neighborhood and business associations. **Event Engagement** Create engagement opportunities that maximize accessibility for the community, including participation in events such as the farmers markets, outdoor concerts, bike to work week, etc. **Online Engagement** Following the model of recent successful online engagement like Madison Madness and interactive commenting maps, utilize innovative and interesting methods to support a range of preferences for and as a companion to engagement events. **Resident Surveys** Utilize a survey to gather information from a sample of the population about issues, opportunities, and values. **Feedback Summaries** Publish feedback summaries discussing perspectives heard during engagement events. These are intended to convey common themes emerging from public comment and are not intended to be a comprehensive listing of every comment made. **Coordination with DMI EIS engagement** Review and discuss feedback received in both the Area Plan process and DMI's EIS process.	**Draft Recommendations - Events** A series of meetings and events to convey initial recommendations that will become the framework for the plan. Efforts will be made to include both larger public meetings and smaller pop-up or event engagements to share and discuss recommendations. **Neighborhood and Business Groups** Meet and discuss the draft recommendations with neighborhood and business associations. **Event Engagement** Discuss draft recommendations at existing events as opportunities arise. **Online Engagement** Use tools like online interactive commenting maps to collect comments on and discuss the draft recommendations in a digital environment. Social media may also be used to discuss recommendations. **City Board, Commission, and Committee (BCC) Check-ins** Staff will present draft recommendations to BCCs to understand their perspectives. This may include Plan Commission, Transportation Commission, Board of Park Commissioners, Downtown Coordinating Committee, Economic Development Committee, Landmarks Commission, Urban Design Commission, and others. **Feedback Summaries** Publish feedback summaries of comments on draft recommendations. **Coordination with DMI EIS engagement** Share draft recommendations and discuss feedback to inform coordination between the recommendations of both the Area Plan and EIS processes.	**Draft Downtown Area Plan - Meetings** Meetings to present and discuss the draft plan. Meetings will generally focus on topics that have changed since Draft Recommendations events. **Online Engagement** Post the draft plan online to allow comments directly on the draft. **Feedback Summaries** Publish a feedback summary for comments made on the draft plan. **Final Draft and Introduction** Publish final draft and publicize the BCC review schedule. **City Board, Commission, and Committee Review and Adoption Process** Staff will present the final draft to BCCs. BCCs will make recommendations to the lead Committee. Final draft will be reviewed by the Common Council.

** Note - accommodations for people with disabilities, language interpretation, and translations will be made available during this process to ensure that all of those interested will have the opportunity to engage and share feedback.*

Coordinated Downtown Madison Study & Plan Process



City of Madison

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

Master

File Number: 89336

File ID:	89336	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/29/2025
File Name:	Amending the Parks Divisions 2025 Adopted Capital Budget using Golf Revenue Reserves for the purchase of specialized turf management equipment for the City of Madison Golf Courses. (District 11, District 13, District 15, and District 16)			**Final Action:**	

Title: Amending the Parks Divisions 2025 Adopted Capital Budget using Golf Revenue Reserves for the purchase of specialized turf management equipment for the City of Madison Golf Courses. (District 11, District 13, District 15, and District 16)

Notes:

CC Agenda Date: 08/05/2025

Agenda Number: 82.

Sponsors: Derek Field

Effective Date:

Attachments:

Enactment Number:

Author: Dave Vetrovec

Hearing Date:

Entered by: nmiller@cityofmadison.com

Published Date:

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	7/30/2025	Robert Mulcahy	Approve	8/18/2025

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Parks Division	07/29/2025	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction
Notes: Finance Committee (8/25/25), Common Council (9/2/25)

Text of Legislative File 89336

Fiscal Note

The proposed resolution amends the Parks Division's 2025 Adopted Capital Budget to increase the Park Equipment Program (MUNIS #17202) by $330,000, utilizing Golf Enterprise Revenue Reserves to allow for purchase of replacement units of specialized golf maintenance equipment that has well-surpassed their useful lifespans. All requested funding is available within Golf Enterprise Revenue Reserves, no additional City appropriation is required.

Title

Amending the Parks Divisions 2025 Adopted Capital Budget using Golf Revenue Reserves for the purchase of specialized turf management equipment for the City of Madison Golf Courses. (District 11, District 13, District 15, and District 16)

Body

WHEREAS, the City of Madison Golf Courses require technical equipment to perform necessary maintenance and meet acceptable maintenance standards, including performing critical maintenance functions within the golf courses; and

WHEREAS, the Golf Enterprise Program has had financially successful operating years since 2020, has paid the remainder of the General Fund Loan from 2019, and has sufficient Revenue Reserves to make some reinvestment in equipment that is failing; and,

WHEREAS, funds for the purchase of these goods exceeds typical equipment replacement budgets within the Golf Enterprise Program's Adopted Operating Budget, requiring an amendment to the Capital Budget.

NOW, THEREFORE, BE IT RESOLVED, that the Parks Division's 2025 Adopted Capital Budget is amended to increase the Park Equipment Program (MUNIS #17202) by transferring $330,000 in Golf Enterprise Revenue Reserves to allow for the purchase of specialized turf management equipment for the City of Madison Golf Courses.

City of Madison

City of Madison
Madison, WI 53703
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Master

File Number: 89337

File ID:	89337	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/29/2025
File Name:	Confirming the reappointment of Steven Espada Dawson to the position of Poet Laureate			**Final Action:**	
Title:	Confirming the reappointment of Steven Espada Dawson to the position of Poet Laureate				
Notes:					
				CC Agenda Date:	08/05/2025
				Agenda Number:	83.
Sponsors:	Dina Nina Martinez-Rutherford			**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:	Karin Wolf			**Hearing Date:**	
Entered by:	kwolf@cityofmadison.com			**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	7/30/2025	Maggie McClain	Approve	8/18/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Planning Division	07/29/2025	Referred for Introduction				
	Action Text:	This Resolution was Referred for Introduction					
	Notes:	Common Council (9/2/25)					

Text of Legislative File 89337

Fiscal Note

The proposed resolution confirms the reappointment of Steven Espada Dawson as the Poet Laureate. The Poet Laureate is funded through the Madison Arts grants budgeted annually within the Planning Division's operating budget. No additional City appropriation required.

Title

Confirming the reappointment of Steven Espada Dawson to the position of Poet Laureate

Body

WHEREAS, Steven Espada Dawson has served as Madison Poet Laureate since January 15, 2024, thus nearing the completion of one two-year term in the honorary voluntary position; and

WHEREAS, the appointment of the City's Poet Laureate may be extended for an additional two-year period upon agreement between the Poet Laureate and the City; and

WHEREAS, one June 10, 2025, the Madison Arts Commission approved the renewal of Steven Espada Dawson's position as Madison's Poet Laureate; and,

WHEREAS, his 2025 book, "Late to the Search Party," published by Simon and Shuster, is garnering national attention to Madison's Poet Laureate program, and

WHEREAS, in 2025, Steven Espada Dawson will receive an Academy of American Poets Laureate Fellowship to honor poets of literary merit appointed to serve in civic positions; and,

WHEREAS, Steven Espada Dawson wishes to continue serving as Madison's Poet Laureate.

NOW THEREFORE, BE IT RESOLVED, that Steven Espada Dawson's reappointment to the position of Poet Laureate is hereby confirmed, and the Mayor and the City agree that Steven Espada Dawson shall serve as Poet Laureate for an additional two (2) year period ending on January 16, 2028.

City of Madison

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

Master

File Number: 89338

File ID:	89338	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/29/2025
File Name:	Approving the fabrication, installation, and locations of a visual land acknowledgement by James Terry and two murals by Rodrigo Carapia and Issis Macias, at the Madison Public Market. (District 12).			**Final Action:**	

Title: Approving the fabrication, installation, and locations of a visual land acknowledgement by James Terry and two murals by Rodrigo Carapia and Issis Macias, at the Madison Public Market and authorizing the Planning Division Director to sign any necessary contracts, agreements, and other documents to implement the project (District 12).

Notes:

CC Agenda Date: 08/05/2025

Agenda Number: 84.

Sponsors: Dina Nina Martinez-Rutherford And Julia Matthews

Effective Date:

Attachments: Public Market Art Plan 2025-07-29 Additions.pdf

Enactment Number:

Author: Karin Wolf

Hearing Date:

Entered by: kwolf@cityofmadison.com

Published Date:

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	7/30/2025	Maggie McClain	Approve	8/18/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Planning Division	07/29/2025	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction
Notes: Finance Committee (8/25/25), Common Council (9/2/25)

Text of Legislative File 89338

Fiscal Note

The proposed resolution approves the design, installation, and fabrication of a visual land acknowledgement and two murals at the Madison Public Market. The estimated cost of all projects is $56,975. Funding is available in the Municipal Art Fund (Munis program 65001) and the Percent for Art Ordinance allocation for the Madison Public Market project (Munis project 10069). The Municipal Art Fund portion will be funded through donations to the Fund accepted via leg file 85074 (RES-24-00578). Percent for Art funding currently available in the Madison Public Market project is $27,000. No additional City appropriation is required.

Title

Approving the fabrication, installation, and locations of a visual land acknowledgement by James Terry and two murals by Rodrigo Carapia and Issis Macias, at the Madison Public Market and authorizing the Planning Division Director to sign any necessary contracts, agreements, and other documents to implement the project (District 12).

Body

WHEREAS, the Common Council adopted Resolution, I.D. 30476 on March 19, 2002, adopting the Public Art Framework and Field Guide for Madison, Wisconsin and recommendations contained in the framework; and,

WHEREAS, the Public Art Framework and Field Guide recommends that the Madison Arts Commission create opportunities for Art in City-owned buildings; and,

WHEREAS, in October 2015, the Common Council approved the Business Plan for the Madison Public Market (RES-15-0081, Leg file 38885), affirming that the City of Madison's long-term vision for the Public Market including an emphasis on space for public art and exhibitions; and,

WHEREAS, the Madison Public Market Foundation determined five themes for art in the Madison Public Market: Sustainability, Ecology, History, Place, and Inclusivity; and,

WHEREAS, at the September 24, 2024, Common Council approved (RES-24-00578 Leg file 85074) to amend the 2024 Municipal Art Fund to accept grants from Madison Community Foundation via the Madison Public Market Foundation with additional funds appropriated from the Municipal Art Fund which will support these projects; and,

WHEREAS, on May 13, 2025, the Madison Arts Commission recommended the implementation of the attached designs for a visual land acknowledgement by James Terry at Public Art Site-2; and,

WHEREAS, on May 30, 2025, James Terry submitted final designs based on feedback from the Madison Art Commission; and,

WHEREAS, on June 10, 2025, the Madison Arts Commission authorized an additional $50,00 from the Municipal Art Fund for public art at the Madison Public Market, and approved moving the mural by Monique Karlen and Students from La Follette and Middleton High Schools to Public Art Site-14 and adding two murals, Axolotl and Alma, by Rodrigo Carapia and Issis Macias to Public Art Site-13 to respond to the public market's final features and finishes; and,

WHEREAS, the original painting of Alma by Rodrigo Carapia and Issis Macias is in the private collection of Sara and Carlos Alvarado who gave the City of Madison permission to license the artwork for the purpose of a vinyl reproduction for the Madison Public Market; and,

WHEREAS, SpeedPro will fabricate and install Alma and Axolotl by Rodrigo Carapia and Issis Macias, and the vinyl glass design by James Terry; Howard Grote & Sons will install the floor design by James Terry.

NOW, THEREFORE, BE IT RESOLVED, that Common Council approves the licensing, fabrication, and installation of the visual land acknowledgment by of James Terry, and two murals, Axolotl and Alma, by Rodrigo Carapia and Issis Macias at the Madison Public Market.

NOW BE IT FURTHER RESOLVED, that the Common Council approves SpeedPro fabricating and installing Alma and Axolotl by Rodrigo Carapia and Issis Macias, and the vinyl glass design by James Terry; Howard Grote & Sons installing the floor design by James Terry.

BE IT FINALLY RESOLVED, that the Common Council authorizes the Planning Division Director to sign any necessary contracts, agreements, and other documents to implement this project.

Public Market Art Plan

Sustainability, Ecology, History, Place & Inclusivity

July 29, 2025 Proposals

Jim Terry Land Acknowledgment

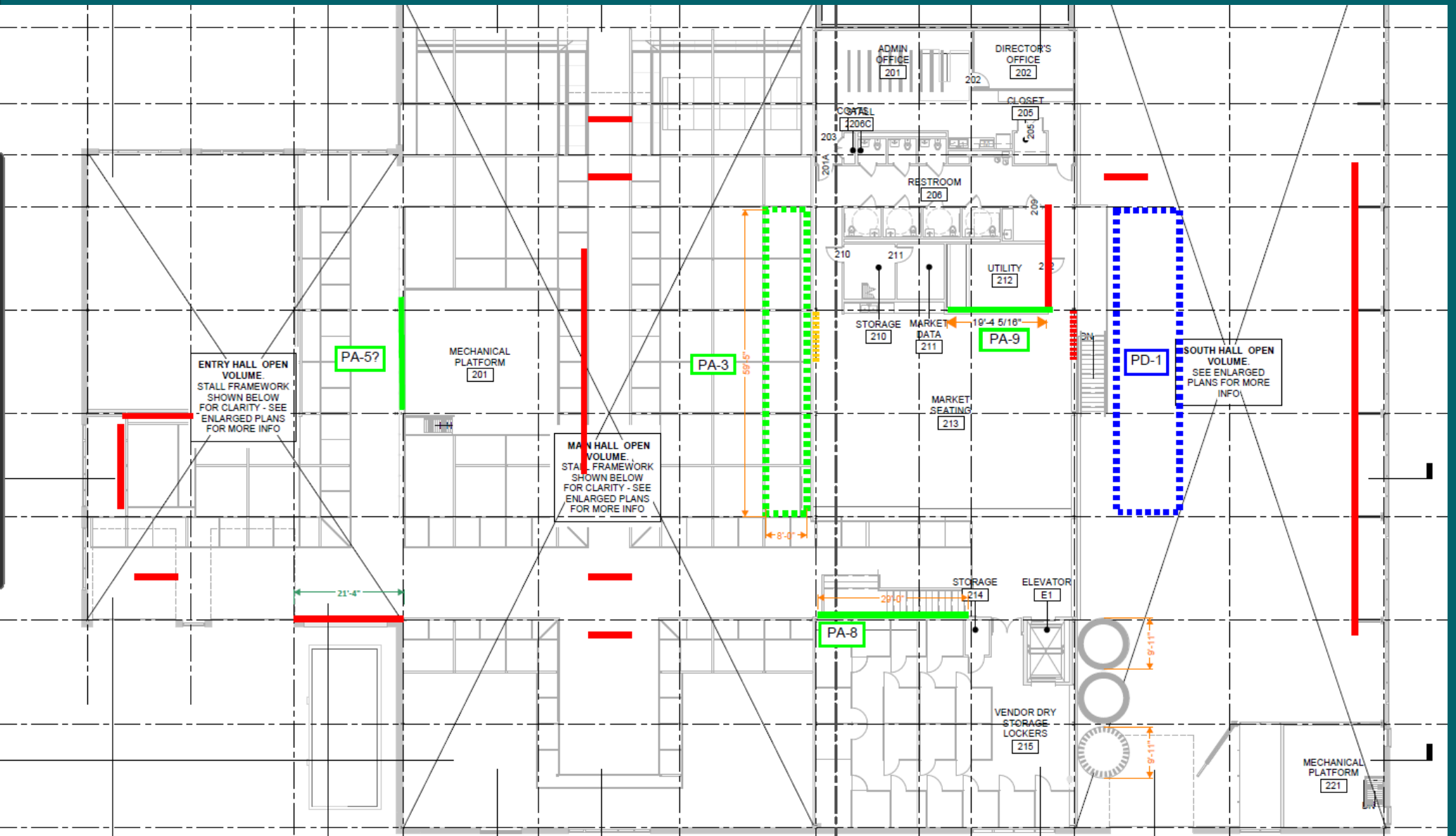
Issis Macias & Rodrigo Carapia Murals

Karin Wolf, Madison Arts & Culture Administrator

Meri Rose Ekberg, Community & Cultural Resources Planner

City of Madison Department of Planning & Community & Economic Development

Public Art Interior Site Plan – Mezzanine



PA = Public Art

Signage

PA-2

Visual Land Acknowledgement by Jim Terry

History, Place & Inclusivity

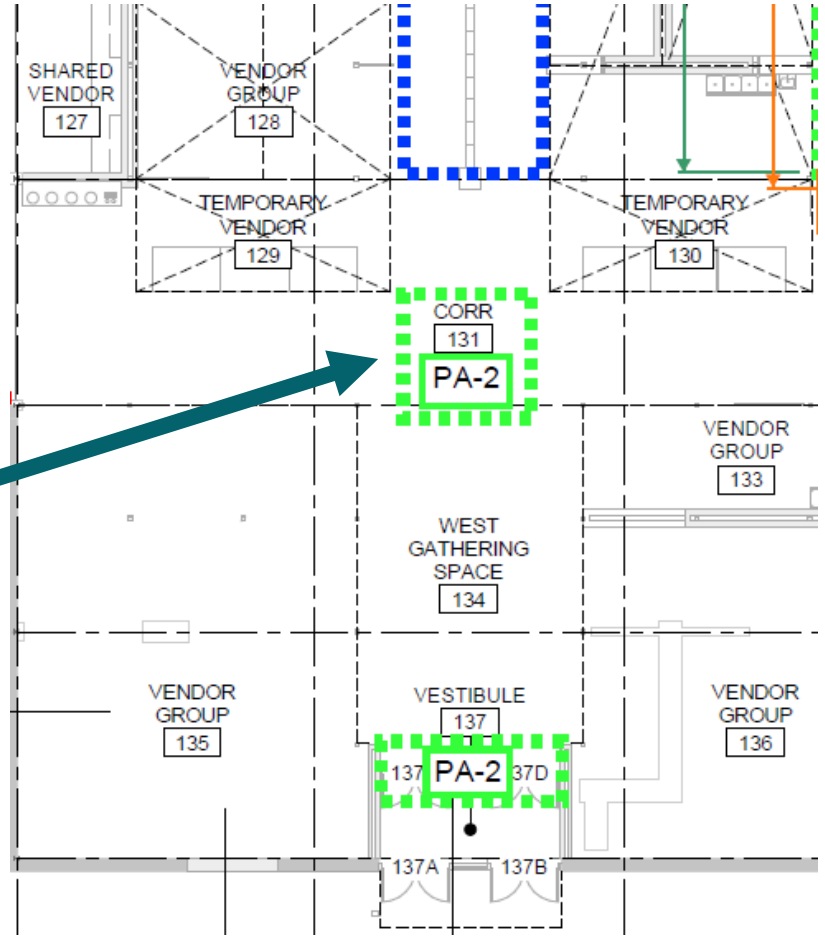
Estimated cost between multiple vendors: $32,975



- Acknowledge the history and ancestry of the land known as Teejop.
- Recognize the historical & cultural significance of the three sisters, corn, beans & squash.
- Honor the history of the site with native cattails and a Yellow-headed Blackbird
- Feature indigenous animals including white-tail deer, badgers, and sand-hill cranes.
- Celebrate indigenous inhabitants.
- Hint at the historic Mendota canoe discoveries.



Epoxy on the floor (12’ diameter)



Visual Land Acknowledgement by Jim Terry

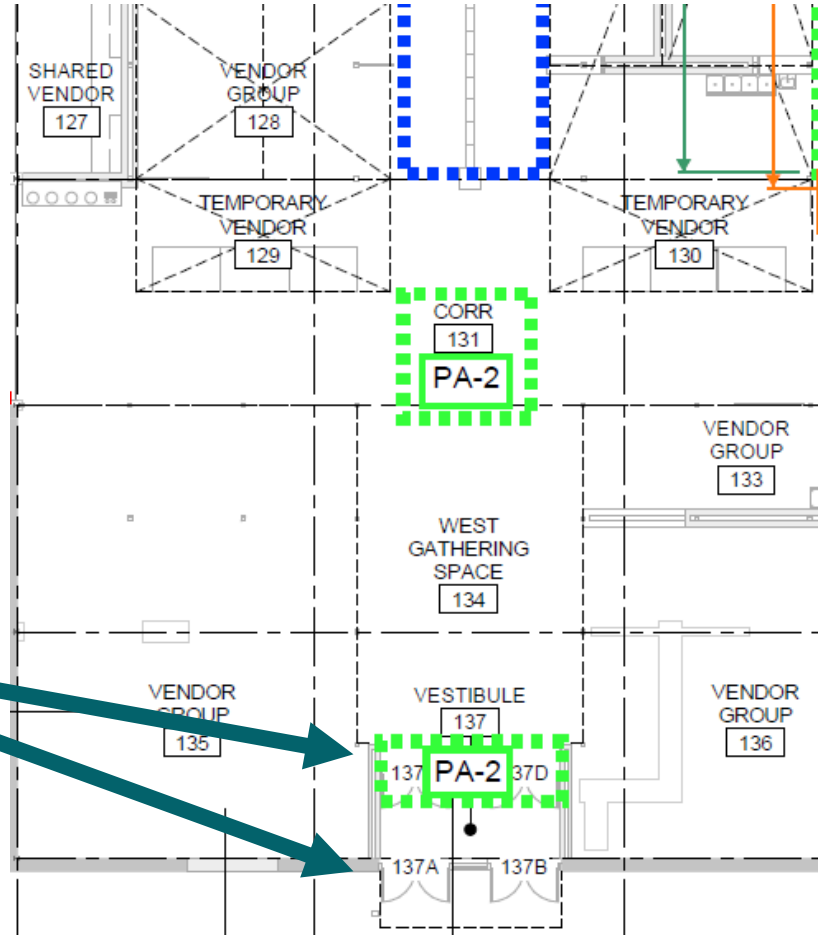
History, Place & Inclusivity

Estimated cost between multiple vendors: $32,975



- Vinyl on glass design inspired by the cattails in the floor design
- Design welcomes visitors through the doors





vinyl cattail designs on the glass doors

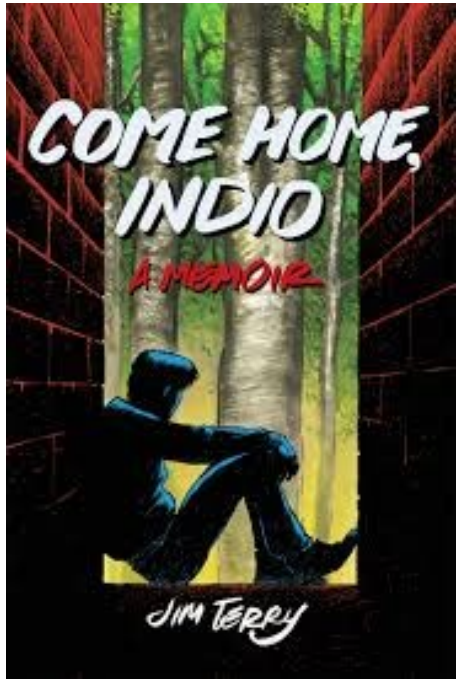
About Jim Terry

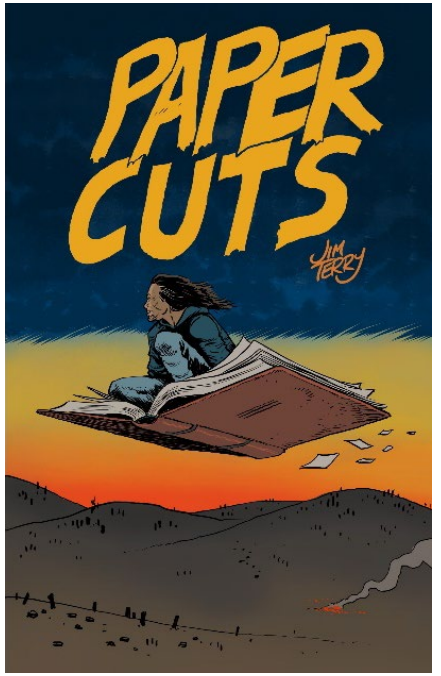
https://www.woundedbutdangerous.com/

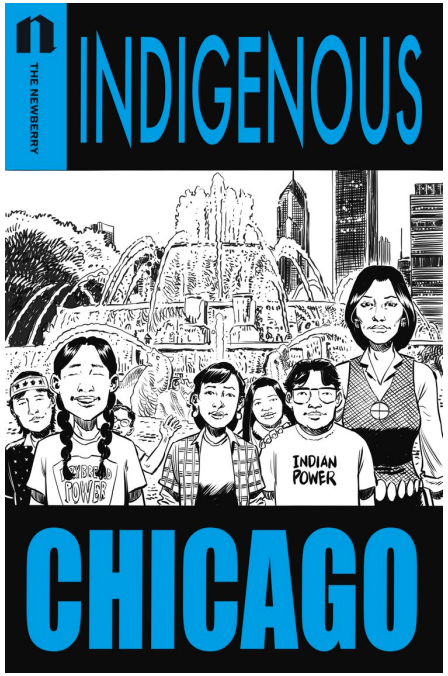


Jim Terry is a Ho-Chunk comic book artist who's memoir "Come Home, Indio" was a finalist for the LA Times Book Prize and the Ignatz, as well as the artist on such titles as THE CROW, HACK/SLASH, HEAVY METAL and more. He recently completed "Paper Cuts" as part of his residency at the Newberry. He is currently included in an exhibition at the Gichigamiin Indigenous Nations Museum (formerly the Mitchell Museum) in Evanston.

He lives in Chicago with his 3 cats.







PA-13

Axolotl & Alma by Issis Macias & Rodrigo Carapia

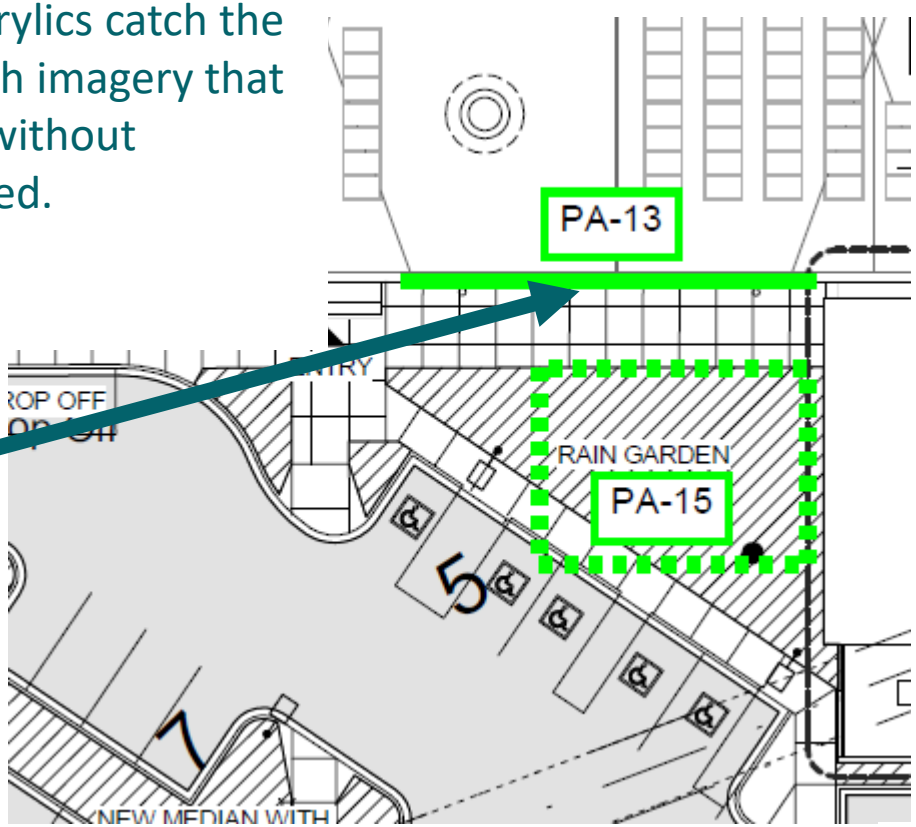
Place & Inclusivity

Estimated cost between multiple vendors: $24,000



Issis Macias and Rodrigo Carapia began collaborating in May 2022 to showcase how a shared Mexican heritage unifies their distinct styles. Macias' abstract works speak both to and from the emotions with bold, contrasting hues. Highly textured acrylics catch the light, sparking the imagination. Carapia creates equally colorful works with imagery that celebrates the rich culture of Mexico. Each person works separately and without consultation with the other; Issis first, then Rodrigo's work is superimposed.





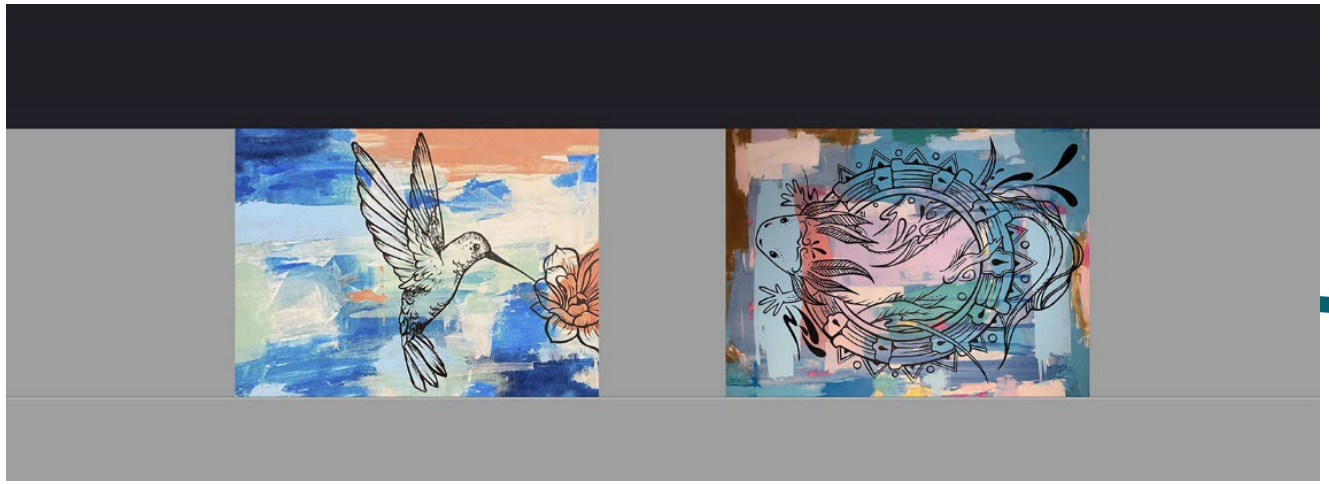
Recreate artworks in vinyl on Alumapanel, image is a rough mockup only

Axolotl & Alma by Issis Macias & Rodrigo Carapia

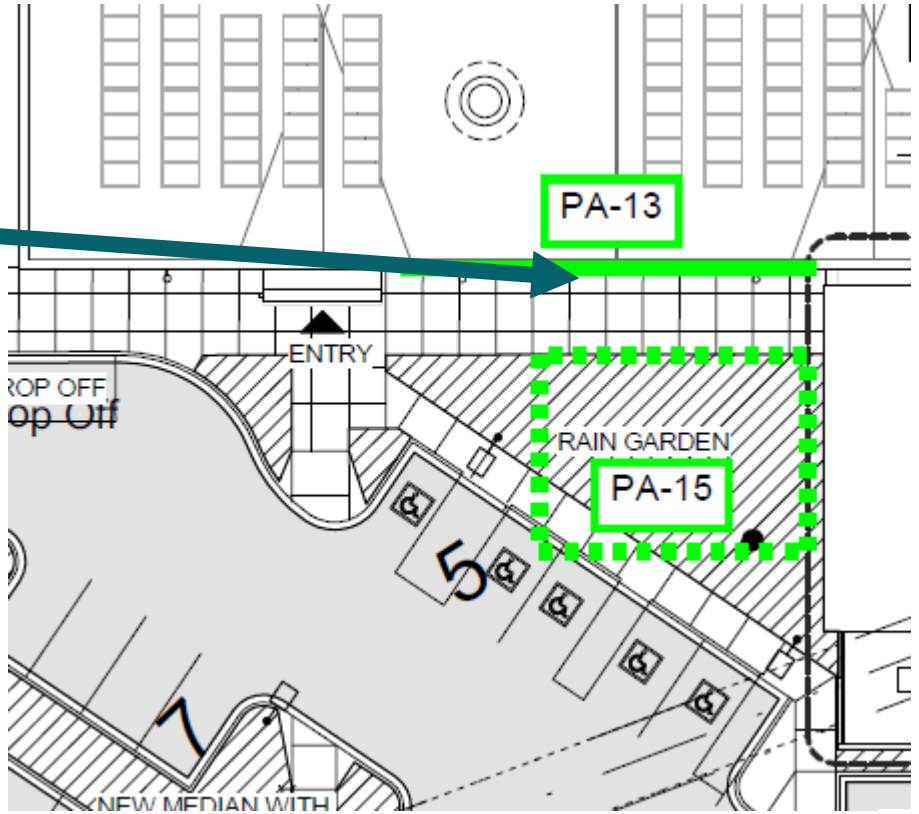
Place & Inclusivity

Estimated cost between multiple vendors: $24,000





Recreate artworks in vinyl on Alumapanel, image is a rough mockup only



About Issis Macias

www.issismacias.com



Macias, a self-taught artist and daughter of Mexican immigrants, was born and raised in Los Angeles, California. Her creative journey is deeply rooted in the community and the diverse array of artists she has encountered throughout her life. In 2020, amid the uncertainty of the COVID-19 pandemic, Macias navigated a major career shift and the transformative experience of becoming a new mother. During this time, she turned to painting with renewed purpose—using creativity as a way to process change, find healing, and reinvent herself.

Working primarily with acrylic and oil pastels, Macias depicts life experiences, both beautiful and complex, in dynamic, colorful forms and unexpected markings transforming deeply personal themes into universal expressions. Through intuitive abstraction, she invites viewers into a sanctuary of introspection and emotional connection. Macias maintains strong creative ties to Los Angeles through artistic collaborations.

Macias was named the 2025 Latina Artist of the Year and, in 2024, received the Micaela Salinas Artist Fellowship, sponsored by Latinos Organizing for Understanding and Development. She is also a 2023–2025 Bridge Work artist at Arts + Literature Laboratory, a 2023 Forward Art Prize finalist through the Women Artists Forward Fund, and a member of the Madison Art Guild. Her work is held in private collections across the United States, Mexico, and Europe.

About Rodrigo Carapia

https://www.instagram.com/rodri.art



Rodrigo Carapia is a self-taught artist who originates from Mexico City, Mexico. Carapia has lived and worked in Madison for 15 years. He first began with street art, which allowed him to experiment with his art on bigger scales. When he moved to Wisconsin in 2008, he started to perfect his craft on canvas and paper. Once his brush touches the canvas, the work he portrays becomes an epitome of his rich Mexa culture. As an artist and activist, Carapia uses his work as a form of self-expression and resistance by offering art workshops in schools, juvenile shelters and juvenile correctional centers, giving the youth a form of expression and a sense of freedom. His work has been donated to grassroots organizations that help the undocumented community as well as workers' unions. His public art can be spotted around the state in murals, restaurants and shows.

In 2020, Carapia created this mural for the Downtown Street Art & Mural project funded by the Madison Arts Commission to honor the historic cultural movement occurring in downtown Madison.

Carapia's work has also been recognized by several publications and news channels including The Capital Times, Madison 365, Isthmus, Telemundo Wisconsin, La Comunidad News and the Wisconsin State Journal. In 2021, Tone Madison highlighted Carapia in the documentary short Jaguar. (Source: Rachel Werner, The Little Book Project WI)

City of Madison

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

Master

File Number: 89344

File ID:	89344	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/29/2025
File Name:	2025 Surveillance Technology Reports			**Final Action:**	

Title: Accepting the 2025 Agency Annual Surveillance Technology Reports for the 2024 Calendar Year

Notes:

CC Agenda Date: 08/05/2025

Agenda Number: 85.

Sponsors: Regina M. Vidaver

Effective Date:

Attachments: Annual Surveillance Technology Reports 2025 - Combined.pdf

Enactment Number:

Author:

Hearing Date:

Entered by: imatthias@cityofmadison.com

Published Date:

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	7/30/2025	Maggie McClain	Delegated	
1	2	7/30/2025	Khadidiatou Dia	Approve	8/5/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Council Office	07/29/2025	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction

Notes: Common Council Executive Committee (9/16/25), Common Council (9/16/25)

Text of Legislative File 89344

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 2025 Agency Annual Surveillance Technology Reports for the 2024 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 2025 annual agency surveillance technology reports for the 2024 calendar year.

City of Madison, Wisconsin
City Assessor's Office

Annual Surveillance Technology Report

2025

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Introduction

Summary

There have been no changes to technology in the prior 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			

Usage of Surveillance Technology

Surveillance Data Usage

Not applicable.

Sharing Data with Other Entities

Not applicable.

Safeguarding Individual Information

Not applicable.

Complaints or Concerns

Not applicable.

Appendix A: Supporting Policies

Not applicable.



City of Madison, Wisconsin

Building Inspection

Annual Surveillance Technology Report

2025

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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	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
Community Development Authority (CDA) – Housing Operations

Annual Surveillance Technology Report

2025

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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 – 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 and complaints or concerns about it’s surveillance technology.

Appendix A: Supporting Policies

N/A



City of Madison, Wisconsin

Office of City Attorney

Annual Surveillance Technology Report

2025

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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

Department of Civil Rights

Annual Surveillance Technology Report

2025

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Introduction

Summary

DCR does not have any surveillance technology installed in our office space. DCR is located on the 5th floor of the City County Building in room 523. There are two points of entry and exit. The main entrance where our reception is located is the primary point of entry/exit used by members of the public, and City staff. The second point of entry/exit, located at the back of the office is staff use only.

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

Not Applicable

Sharing Data with Other Entities

Not Applicable

Safeguarding Individual Information

Not Applicable

Complaints or Concerns

Not Applicable

Appendix A: Supporting Policies

Not Applicable



City of Madison, Wisconsin

City Clerk's Office

Annual Surveillance Technology Report

2025

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Introduction

Summary

Clerk's Office has no surveillance.

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.

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1. *An inventory of current Surveillance Technology and the applicable policies;*
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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

Common Council

Annual Surveillance Technology Report

2025

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Introduction

Summary

The Common Council Office moved to a new office that now has a lobby camera and a vestibule 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.

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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
DPCED/CDD/Madison Senior Center

Annual Surveillance Technology Report

Report for 2024

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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:

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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 desk. 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 2024

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 two locations at the front desk where participants sign-in. 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

2025

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Introduction

Summary

No change

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

None

Appendix A: Supporting Policies

None



City of Madison, Wisconsin

Employee Assistance Program

Annual Surveillance Technology Report

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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

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

Economic Development Division

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Introduction

Summary

The Economic Development Division does not have or 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

None, as we don't have or use surveillance technology.



City of Madison, Wisconsin

Engineering Division

Annual Surveillance Technology Report

2024

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Introduction

Summary

In 2024, no operational changes were made to surveillance technology policies or inventory used by Engineering. The policy was updated to reflect current software being utilized. 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 2024, 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 2024.

Safeguarding Individual Information

Access to cameras is restricted to the Deputy City Engineer - Facilities and the Facilities Services Coordinator. 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.

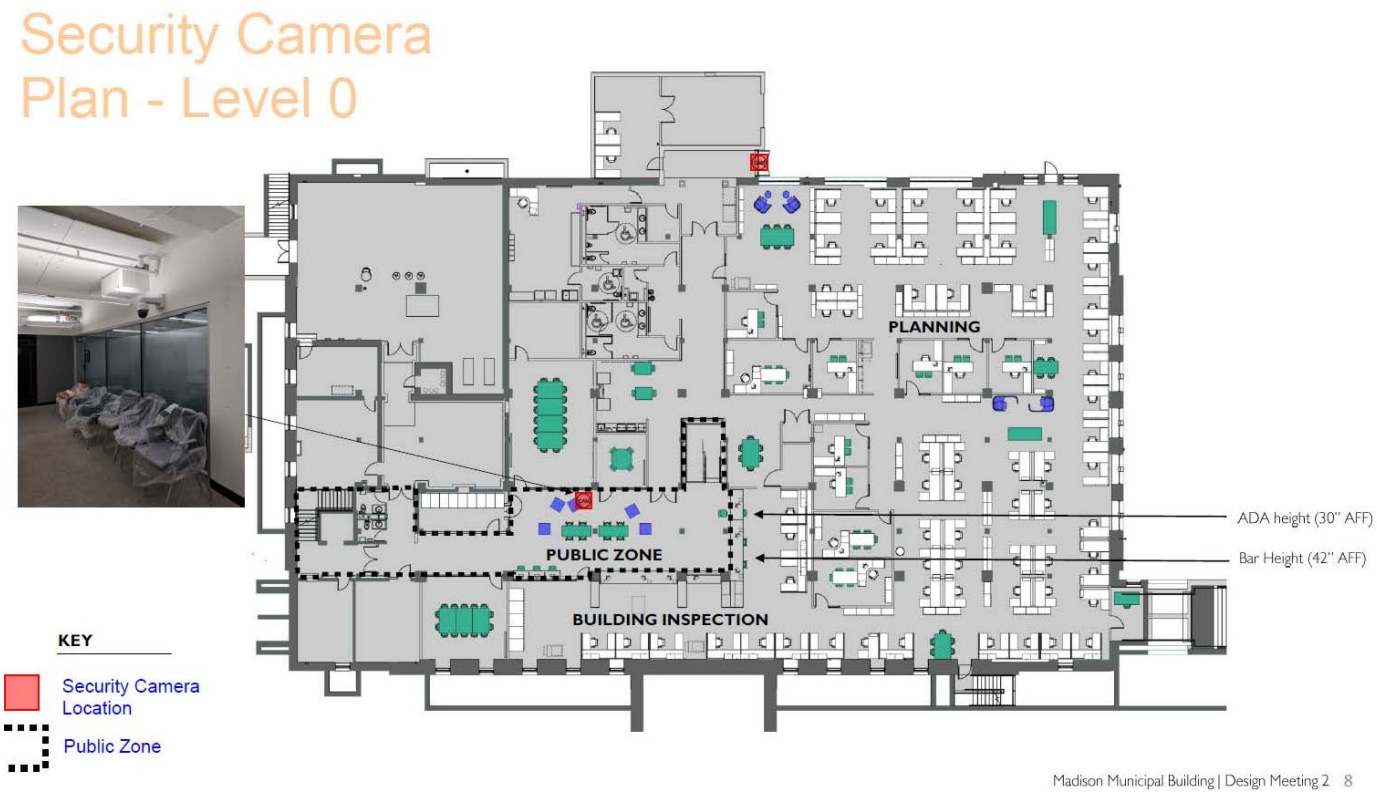
Procedures for ensuring that records are not destroyed during the pendency of any public records request, investigation or civil or criminal litigation.

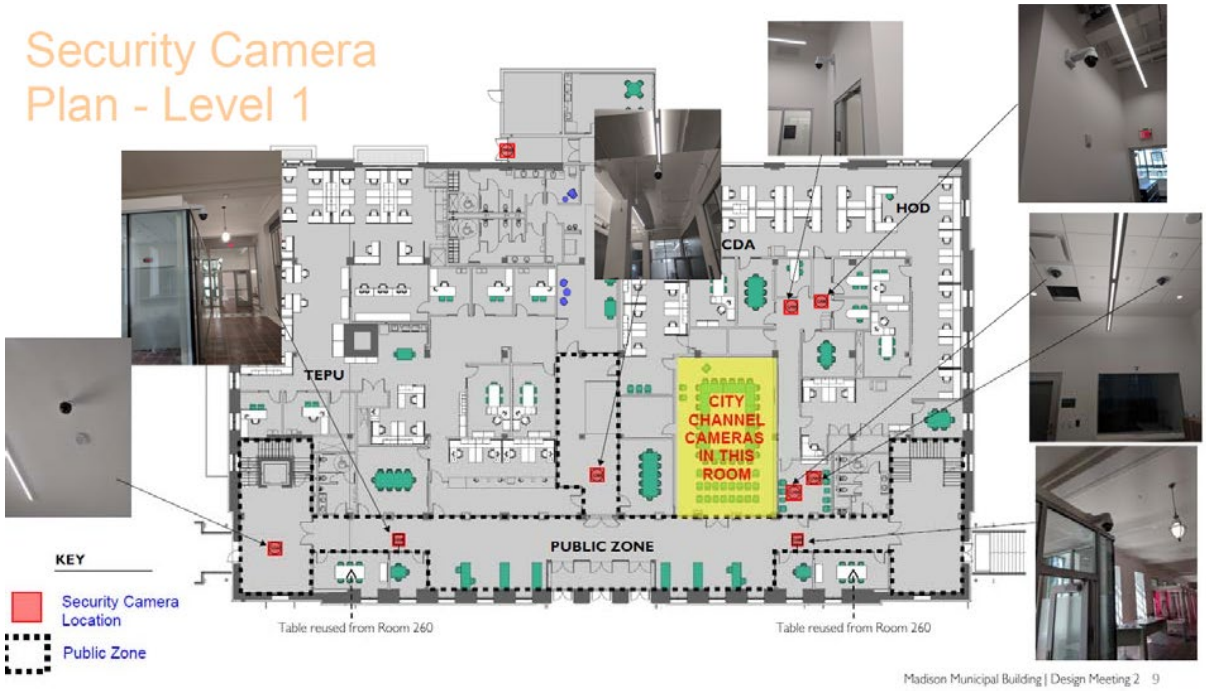
Engineering does not have the permissions to save video files from these cameras.

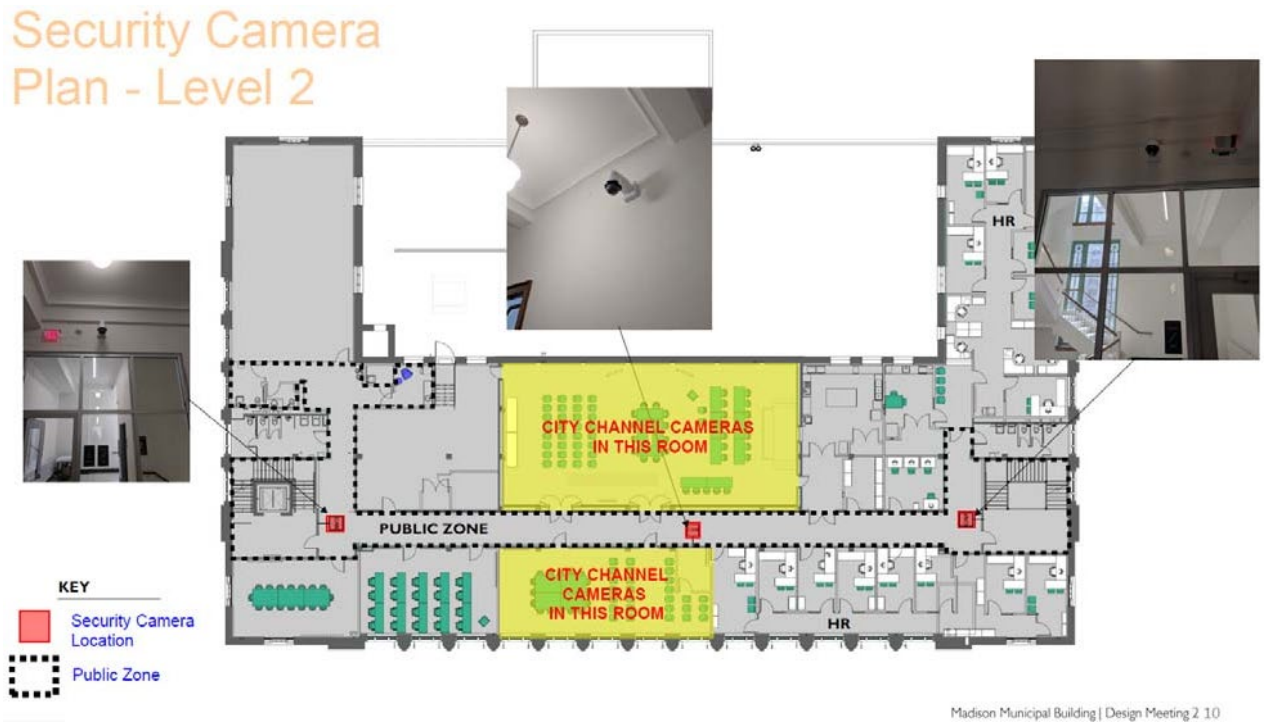
In order to store video clips from these cameras, Engineering must request assistance from City IT, who can download as requested and send to Engineering Facilities.

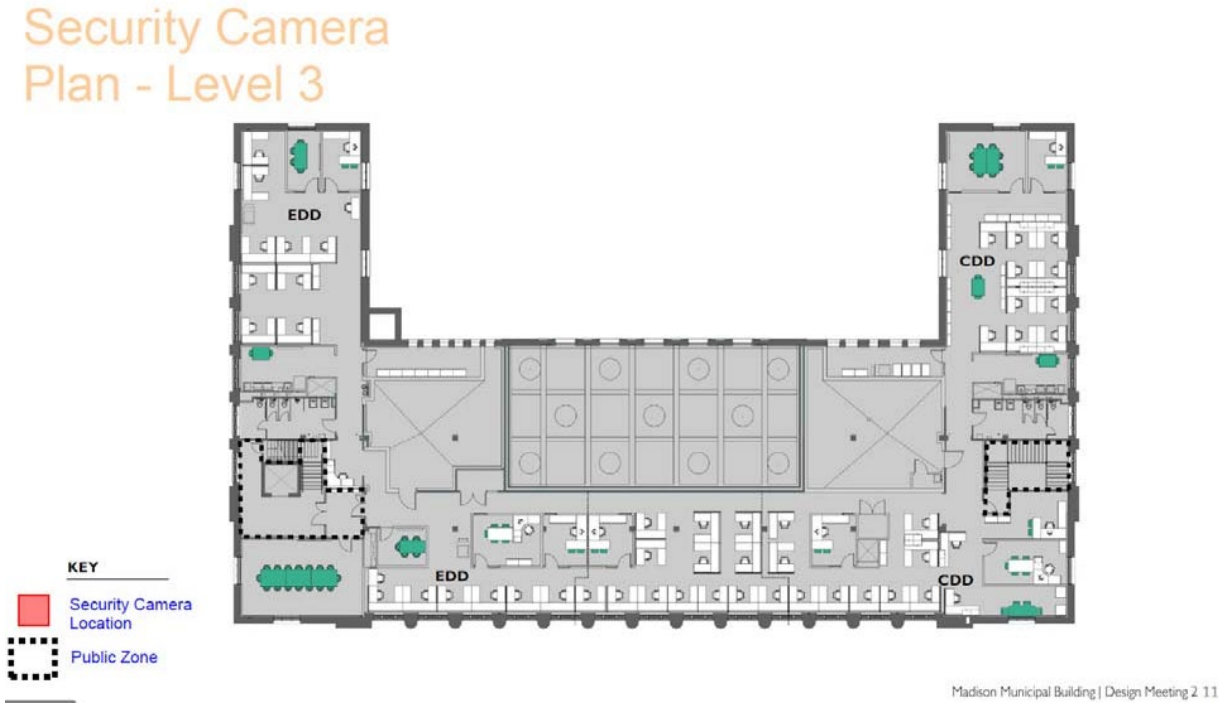
During the investigation of a possible commission of a crime, Engineering staff will follow the procedure outlined above and have the Madison Police Department Forensic Services Unit make and maintain the necessary records for those investigations. Madison Police Department has relevant permissions to 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
PLANNING
PUBLIC ZONE
BUILDING INSPECTION
ADA height (30" AFF)
Bar Height (42" AFF)
KEY
Security Camera Location
Public Zone
Madison Municipal Building | Design Meeting 2 8


Security Camera
Plan - Level 1
HOD
CDA
TEPU
CITY CHANNEL CAMERAS IN THIS ROOM
PUBLIC ZONE
KEY
Security Camera Location
Public Zone
Table reused from Room 260
Table reused from Room 260
Madison Municipal Building | Design Meeting 2 9


Security Camera
Plan - Level 2
HR
CITY CHANNEL CAMERAS
IN THIS ROOM
PUBLIC ZONE
CITY CHANNEL
CAMERAS
IN THIS ROOM
HR
KEY
Security Camera
Location
Public Zone
Madison Municipal Building | Design Meeting 2 10


Security Camera
Plan - Level 3
EDD
CDD
EDD
CDD
KEY
Security Camera
Location
Public Zone
Madison Municipal Building | Design Meeting 2 11

City of Madison, Wisconsin
Finance Department

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Introduction

Summary

The Finance Department occupies suites 406, 414 and 101 in the City County Building (CCB). The Finance Department did not make any changes to its policy, but did make some changes to its inventory due to the completion of the Treasury office. These changes are noted in our camera inventory. Proir to this, the last change was the addition of access equipment for suite 414 in 2019. This change removed a hallway camera and installed a new access system with camera (non-recording) installed.

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

Fleet Service Division

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Introduction

Summary

No changes were made to the Fleet Service Division surveillance technology in 2024.

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

Usage of Surveillance Technology

Surveillance Data Usage

In 2024, 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 investigate the circumstances around a shop equipment malfunction

Sharing Data with Other Entities

In 2024, the only camera data shared with entities outside of the Fleet Service Division was with City of Madison's Risk Management staff, reviewing the circumstances that led to shop equipment malfunction. 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 Superintendent, Fleet Operations Manager, and Assistant Fleet Superintendent, the latter two with the permission of the Fleet 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 ExacQ Vision 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 2024.

Appendix A: Supporting Policies

Camera Surveillance Technology Departmental Policy

Revised 7/6/23

Mahanth Joishy, Fleet Superintendent

Location

Based at (1) 4151 Nakoosa Trail and (2) 1501 West Badger Road.

Responsible Agency

The City of Madison Fleet 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 ExacqVision 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 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 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 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 jobrelated 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 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.

Fleet does not have the permissions necessary to save video clips from these IPC cameras themselves. City IT automatically overwrites video on the ExacQvision 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, Fleet will follow the procedure laid out below.

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.

Fleet does not have the permissions to save video files from these cameras. During the investigation of a possible commission of a crime, Fleet 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.

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 the Superintendent or Operations Manager. Fleet will then work with City IT to save and obtain the appropriate files. Staff will notify the Fleet Superintendent

(one of our Records Custodians) that we are now in possession of these files, and work with them to ensure compliance.



City of Madison, Wisconsin

Human Resources

Annual Surveillance Technology Report

2025

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Introduction

Summary

There have been no changes to City of Madison Human Resources 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
N/A	Human Resources uses no camera technology to complete surveillance for any reason.	N/A	N/A

Usage of Surveillance Technology

Surveillance Data Usage

HR has no surveillance technology.

Sharing Data with Other Entities

N/A

Safeguarding Individual Information

N/A

Complaints or Concerns

N/A

Appendix A: Supporting Policies

We have no supporting policies.



City of Madison, Wisconsin

Information Technology

Annual Surveillance Technology Report

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Introduction

Summary

During 2023, Information Technology (IT) did not add any additional surveillance technology to our inventory. All cameras listed below are used for monitoring incidents and identifying when city staff or contractors are requesting access to an area that is locked.

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
Doorbell Camera	Cameras used as part of the doorbell system so that we can see who is at the front doors.	CCB Room 525 and 501	Fixed
Help Desk Main 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*
Help Desk Back Hallway Entrance	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
Water Utility Data Center	Entrance inside data center	Water Utility Data Center	Fixed
Water Utility Data Center	Rack view	Water Utility Data Center	Fixed
CCB GA4 Storage Area	Main entrance	CCB-GA4 Storage Area – Main Entrance	Fixed
CCB GA4 Storage Area	Back entrance	CCB-GA4 Storage Area – Back Entrance	Fixed
CCB GA4 Storage Area	Storage area	CCB-GA4 Storage Area – Storage Area	Fixed
CCB GA4 Data Center	Entrance	CCB-GA4 Data Center – Entrance	Fixed
CCB GA4 Data Center	Rack view 1	CCB-GA4 Data Center – Rack View 1	Fixed

Reviewed Item	Description	Location	Type
CCB GA4 Data Center	Rack view 2	CCB-GA4 Data Center – Rack View 2	Fixed

Usage of Surveillance Technology

Surveillance Data Usage

The Help Desk, Data Center and GA2 video are used ONLY for review of incidents that may occur in those areas such as damage, theft or unauthorized access The doorbell devices in Helpdesk area and 525 suite are used to identify customers for entrance to each area that 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. This investigation could 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

There are no IT-specific surveillance technology support policies currently.

City of Madison, Wisconsin
/Library

Annual Security Technology Report

2025

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Introduction

Summary

In accordance with Memorandum No. 3-17 Page 3 and Madison, Wisconsin - Code of Ordinances - CHAPTER 23 - OFFENSES AGAINST PUBLIC POLICY -23.63 - USE OF SURVEILLANCE TECHNOLOGY. Madison Public Library added 3 local cameras at our Hawthorne location under the "exigent situation". Once the moratorium on adding new cameras is lifted, City IT will help us install city managed 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 Security Technology and ensure compliance with this Ordinance.

(b) Each Department will complete an Annual Security Technology Report which will be submitted to the Common Council through a resolution. The Annual Security Technology Report will include:

1. *An inventory of current Security Technology and the applicable policies;*
2. *How the Department has used the data collected by its Security Technology;*
3. *How any Security Data is being shared with other entities;*
4. *How well Security Data management protocols are safeguarding individual information; and*
5. *Whether the Department has received any complaints or concerns about its Security Technology use and the resolution of said complaints.*

(c) The Common Council shall review and take action on the resolution accompanying the Annual Security Technology Report.

Security Technologies

Below is a list of technologies used by the Department that were reviewed and met the ordinance definitional requirement of security:

Reviewed Item	Description	Location	Type
Security Cameras	**Fixed cameras at certain Library locations**	**Central Library, 201 W. Mifflin St., 53703; Pinney Library, 516 Cottage Grove Rd., 53716; Meadowridge Library, 5726 Raymond Rd., 53711; Goodman Library, 2222 S. Park St., 53713, Lakeview Library, 2845 N. Sherman Ave, 53704, Hawthorne Library, 2707 E. Washington Ave, 53704**	**Fixed and PTZ Cameras of varied resolution.**
Security Camera	**Fixed outdoor camera for voting drop box outside Goodman Library**	**2222 S. Park St., 53713**	**1 Fixed Camera**

Usage of Security Technology

Security Data Usage

The Library uses screen shots from video to later identify subjects who may have violated the Library's Behavior Policy.

Sharing Data with Other Entities

The Library only shares data internally with authorized staff. If Law Enforcement wishes to view data that does not involve a Library Behavior Policy issue, a warrant is required.

Safeguarding Individual Information

Data can only be accessed by authorized Library account holders.

Complaints or Concerns

There have been no complaints registered against the Library's use of this data.

Appendix A: Supporting Policies

Employee Security Camera Training Acknowledgement

I _____ received security camera training on _____.

Name Date

I also acknowledge that with the responsibility of being granted access to MPL's security cameras I will adhere to the following policies:

- A supervisor must be notified and provide approval before accessing footage.
- 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 cannot share security credentials for others to log in with.

_____ _____

Signature/ Date

City of Madison, Wisconsin
Mayor's Office

Annual Surveillance Technology Report

2025

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Introduction

Summary

No Changes

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
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 this camera does not record and is just used for live situations, should the need arise.

Safeguarding Individual Information

Because no video is recorded, no individual information is retained or at-risk.

Complaints or Concerns

Appendix A: Supporting Policies

No supporting policies.



2025 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
ME1101 East Wash 1	Exterior fixed camera using Genetec	E. Wash garage wall near Few St.	Camera
ME1101 East Wash 2	Exterior Fixed camera using Genetec	E. Wash garage wall between Few and Ingersoll	Camera
ME1101 Maint B 1	Interior fixed camera using Genetec	Maintenance Area B	Camera
ME1101 Maint B 2	Interior fixed camera using Genetec	Maintenance Area B	Camera
ME1101 Driver Room A	Interior fixed camera using Genetec	2nd floor training room	Camera
ME1101 Driver Room B	Interior fixed camera using Genetec	Temporary Exercise Room	Camera
ME1101 Dispatch A	Interior fixed camera using Genetec	Operations Dispatch	Camera
ME1101 Dispatch B	Interior fixed camera using Genetec	Operations Dispatch	Camera
ME 3A – Greeting Area	Interior fixed camera using Genetec	New Driver Break room entrance area	Camera
ME 3A – Ingersoll Vestibule	Interior fixed camera using Genetec	1 S. Ingersoll Main Entrance Vestibule	Camera
ME E. Was & Ingersoll	Interior fixed camera using Genetec	Employee Entrance and outdoor break area	Camera
ME1101 Radio Room	Interior fixed camera using Genetec	Operations Dispatch	Camera
ME1101 Mechanic Room	Interior fixed camera using Exacqvison	Mechanic Breakroom	Camera
ME1101 Bus Storage A	Interior fixed camera using Genetec	1101 Garage	Camera
ME1101 Bus Storage B	Interior fixed camera using Genetec	1101 Garage	Camera
ME1101 Bus Storage C	Interior fixed camera using Genetec	1101 Garage	Camera
ME1101 Bus Storage D	Interior fixed camera using Genetec	1101 Garage	Camera
ME1101 Bus Storage E	Interior fixed camera using Genetec	1101 Garage	Camera
ME1101 Bus Storage F	Interior fixed camera using Genetec	1101 Garage	Camera
ME1101 Bus Storage G	Interior fixed camera using Genetec	1101 Garage	Camera

ME1101 Bus Storage H	Interior fixed camera using Genetec	1101 Garage	Camera
ME1101 Bus Storage I	Interior fixed camera using Genetec	1101 Garage	Camera
ME1101 Bike Rack	Interior fixed camera using Genetec	1101 Garage	Camera
ME1101 Door 4	Interior fixed camera using Genetec	1101 Garage	Camera
ME1101 Service Lane A	Interior fixed camera using Genetec	1101 Garage	Camera
ME1101 Service Lane B	Interior fixed camera using Genetec	1101 Maintenance Shop	Camera
ME1101 Service Lane C	Interior fixed camera using Genetec	1101 Maintenance Shop	Camera
ME1101 Service Lane D	Interior fixed camera using Genetec	1101 Maintenance Shop	Camera
ME1101 Yard A	Exterior PTZ camera using Genetec	1101 Yard Wall	Camera
ME1101 Yard B	Exterior fixed camera using Genetec	1101 Yard Wall	Camera
ME1101 Yard C	Exterior PTZ camera using Genetec	1101 Yard Wall	Camera
ME1101 Parking Aisle A	Exterior fixed camera using Genetec	1101 Yard Wall	Camera
ME1101 Parking Aisle B	Exterior fixed camera using Genetec	1101 Service Lane Wall	Camera
ME1101 Parking Aisle C	Exterior fixed camera using Genetec	1101 Service Lane Wall	Camera
ME1101 Parking Aisle D	Exterior fixed camera using Genetec	1101 Service Lane Entrance	Camera
ME1101 Fire Lane	Exterior Fixed Camera using Genetec	1101 Garage Roof	Camera
ME1101 Tank Room	Interior fixed camera using Genetec	1101 Service Lane Area	Camera
ME1101 Subcontractor Room	Interior fixed camera using Genetec	1101 Service Lane Area	Camera
ME1101 BG Shop	Interior fixed camera using Exaqvision	Room inside 1101 Garage	Camera
ME1101 Employee Entrance	Interior fixed camera using Genetec	Currently not operational due to renovation	Camera
ME1101 Hallway PTZ	Interior PTZ camera using Genetec	1101 Hallway near maintenance shop	Camera
ME1101 Hallway A	Interior fixed camera using Genetec	Currently not operational due to renovation	Camera
ME1101 Hallway B	Interior fixed camera using Genetec	1101 Common Area Hall	Camera
ME1101 Hallway C	Interior fixed camera using Genetec	1101 Common Area Hall	Camera
ME1101 Hallway D	Interior fixed camera using Genetec	New Receiving area	Camera

ME1101 Hallway E	Interior fixed camera using Genetec	1101 Common Area Hall	Camera
ME1101 Engine Shop A	Interior fixed camera using Genetec	1101 Maintenance Shop	Camera
ME1101 Engine Shop B	Interior fixed camera using Genetec	1101 Maintenance Shop	Camera
ME1101 Shop 01	Interior fixed camera using Genetec	1101 Maintenance Shop	Camera
ME1101 Shop 02	Interior fixed camera using Genetec	1101 Maintenance Shop	Camera
ME1101 Seat Shop	Interior fixed camera using Genetec	1101 Maintenance Shop	Camera
ME1101 Meter Room	Interior fixed camera using Genetec	1101 Maintenance Shop	Camera
ME1101 Bus Storage	Interior fixed camera using Genetec	1101 Garage	Camera
ME1101 Wash Bay Exits	Interior fixed camera using Genetec	1101 Service Lane	Camera
ME1101 Vault 1	Interior fixed camera using Genetec	1101 Service Lane	Camera
ME1101 Vault 2	Interior fixed camera using Genetec	1101 Service Lane	Camera
ME1101 Cash Room	Interior fixed camera using Genetec	1101 Service Lane	Camera
ME1101 Overhead Doors A	Exterior fixed camera using Genetec	1101 Service Lane	Camera
ME1101 Overhead Doors B	Exterior fixed camera using Genetec	1101 Service Lane	Camera
ME1101 Overhead Doors C	Exterior fixed camera using Genetec	1101 Service Lane	Camera
MT1101 Dispatch A	Audio using Genetec	1101 Dispatch	Microphone
MT1101 Mechroom	Audio using Genetec	1101 Mechanic Break Room	Microphone
MT1101 EmpEntrance	Audio using Genetec	Currently down due to renovation	Microphone
MT1101 BusStorage J	Audio using Genetec	1101 Garage	Microphone
ME Metro Storage	Interior fixed camera using Genetec	1 S. Ingersoll Garage	Camera
ME Cash Room New	Interior fixed camera using Genetec	Cash Room	Camera
ME NTP 1	Exterior Fixed camera using Genetec	North Transfer Point	Camera
ME NTP 2	Exterior fixed camera using Genetec	North Transfer Point	Camera
ME NTP 3	Exterior fixed camera using Genetec	North Transfer Point	Camera
ME NTP 4	Exterior fixed camera using Genetec	North Transfer Point	Camera

ME NTP 5	Exterior fixed camera using Genetec	North Transfer Point	Camera
ME NTP 6	Exterior fixed camera using Genetec	North Transfer Point	Camera
ME NTP 7	Exterior fixed camera using Genetec	North Transfer Point	Camera
ME NTP 8	Exterior fixed camera using Genetec	North Transfer Point	Camera
ME WTP Inbound A	Exterior fixed camera using Genetec	West Transfer Point	Camera
ME WTP Inbound B	Exterior fixed camera using Genetec	West Transfer Point	Camera
ME WTP Inbound C	Exterior fixed camera using Genetec	West Transfer Point	Camera
ME WTP Inbound D	Exterior fixed camera using Genetec	West Transfer Point	Camera
ME WTP Outbound A	Exterior fixed camera using Genetec	West Transfer Point	Camera
ME WTP Outbound B	Exterior fixed camera using Genetec	West Transfer Point	Camera
ME WTP Outbound C	Exterior fixed camera using Genetec	West Transfer Point	Camera
ME WTP Outbound D	Exterior fixed camera using Genetec	West Transfer Point	Camera
ME WTP Entrance	Exterior fixed camera using Genetec	West Transfer Point	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 publically 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



City of Madison, Wisconsin

Madison Fire Department

Annual Surveillance Technology Report

2025

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Introduction

Summary

Madison Fire did not add any new surveillance equipment during the calendar year 2024.

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
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
FD Admin Hallway Ovation Lobby	A small PTZ located in the hallway that points at the entrance from the Ovation lobby	Fire Administration	PTZ
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
FD Admin Reception	A small PTZ located at the back of the reception area that points at the front counter	Fire Administration	PTZ
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	Fixed-dome camera
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

Reviewed Item	Description	Location	Type
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 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
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 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 Bay Door	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

Reviewed Item	Description	Location	Type
FD Station 4 Parking	A PTZ camera located on the side of the station. Captures the parking lot of station.	Station 4	PTZ 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
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 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
FD Station 9 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 monitors the ballot box.	Station 9	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 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

Reviewed Item	Description	Location	Type
FD Station 12 Bay Door	A fixed dome 180-degree camera is positioned next to the front apparatus bay doors. It captures vehicles entering and exiting the station, monitors the front area of the community room, the entrance to the parking lot, and the ballot box.	Station 12	180-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 14 Apparatus Bay	A PTZ camera located in the apparatus bay pointing at the front apparatus doors.	Station 14	PTZ camera
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 regarding 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 attempts 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 request 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 2024. 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

Monona Terrace

Annual Surveillance Technology Report

2025

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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 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.

Template style conventions are as follows:

Style	Convention
Normal text	Indicates placeholder text that can be used for any report.
[Instructional text in brackets]	[Indicates text that is to be replaced/edited/deleted by the user]
Example text in italics	*Indicates text that might be replaced/edited/deleted by the user*

As you complete the template, please remember to delete all instructional text **(including this section)** and update the following items, as applicable:

- Title page
- Table of contents
- Headers
- Footers

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*	*Monona Terrace*	*Fixed-dome camera*

	staff on sidewalk and drive through.		
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 visitors and staff using this room.*	*Monona Terrace*	*Fixed-dome camera*
MT Level 4 Ballroom C West	*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	*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. It captures elevators and surrounding area.*	*Monona Terrace*	*Fixed-dome camera*
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 staff the visit the West Dock area*	*Monona Terrace*	*Fixed-dome camera*
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*	*Monona Terrace*	*Fixed-dome camera*

	staff the visit the West Dock area		
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 staff the visit the rooftop*	*Monona Terrace*	*Fixed-dome camera*

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 captures vendors and staff using this area.*	*Monona Terrace*	*Fixed-dome camera*
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*	*Monona Terrace*	*Fixed-dome camera*

	staff using the East Dock area		
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 staff using the East Dock area*	*Monona Terrace*	*Fixed-dome camera*
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*	*Monona Terrace*	*Fixed-dome camera*

	staff using the East Dock.		
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 captured and shared video segments upon request from MPD in 2024.

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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

2025

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Introduction

Summary

In 2024, 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 cameras on the City Enterprise camera system. The system is maintained by IT. In 2025, the Enterprise system will transition to Genetec, and in future reports MPD will provide a list of assigned cameras.**	**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 tactical 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), specific officers are assigned to wear cameras. There are not enough cameras to assign one to each officer, so they are assigned with the goal of providing as much coverage of the operation as possible. After the incident is resolved, supervisors download the video. The cameras are also deployed when possible for spontaneous tactical incidents, but there will be a delay in their arrival at the scene (and sometimes it is not practical to deploy them).

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.

During the summer of 2024, MPD completed a limited term (90 day) experiment utilizing BWCs for patrol operations in the North Police District, which included a program evaluation of the outcomes. The full evaluation report is available here. The report concluded the broad use of BWCs by the MPD could change relationships between the police and the community in positive ways, including increased trust, transparency, and legitimacy. MPD continues to explore the more expanded implementation of BWCs.

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.

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.

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 City Enterprise 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 City Enterprise 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 2024 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



City of Madison, Wisconsin

Municipal Court

Annual Surveillance Technology Report

2025

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Introduction

Summary

The Municipal Court does not have applicable 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
No applicable surveillance technology			

Usage of Surveillance Technology

Surveillance Data Usage

No applicable surveillance technology.

Sharing Data with Other Entities

No applicable surveillance technology.

Safeguarding Individual Information

No applicable surveillance technology.

Complaints or Concerns

No applicable surveillance technology.

Appendix A: Supporting Policies

No applicable surveillance technology.



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 2024.

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
	PU OC Entry Exit 1	Overture Center Garage	Video Camera
	PU OC Entry Exit 2	Overture Center Garage	Video Camera
	PU OC Entry Exit 3	Overture Center Garage	Video Camera
	PU OC Entry Exit 4	Overture Center Garage	Video Camera
	PU OC POF 1	Overture Center Garage	Video Camera
	PU OC POF 2	Overture Center Garage	Video Camera
	PU OC POF 3	Overture Center Garage	Video Camera
	PU OC POF 4	Overture Center Garage	Video Camera
	PU Frances Entry Exit 1	SSCa Frances Garage	Video Camera
	PU Frances POF 1 & 2	SSCa Frances Garage	Video Camera
	PU Frances Entry Exit 2	SSCa Frances Garage	Video Camera
	PU Frances Booth 1	SSCa Frances Garage	Video Camera
	PU Frances Booth 2	SSCa Frances Garage	Video Camera
	PU SSC Entry Exit 3	State Street Capitol Garage	Video Camera

Reviewed Item	Description	Location	Type
	PU SSC Entry Exit 4	State Street Capitol Garage	Video Camera
	PU SSC Entry Exit 2	State Street Capitol Garage	Video Camera
	PU SSC Entry Exit 1	State Street Capitol Garage	Video Camera
	PU SSC POF 1	State Street Capitol Garage	Video Camera
	PU SSC Entry/Exit 5	State Street Capitol Garage	Video Camera
	PU SSC Johnson Entry	State Street Capitol Garage	Video Camera
	PU SSC Dayton	State Street Capitol Garage	Video Camera
	PU SSC POF 2	State Street Capitol Garage	Video Camera
	PU SSC Metered North 2	State Street Capitol Garage	Video Camera
	PU SSC Dayton Meter Section	State Street Capitol Garage	Video Camera
	Buckeye Gilman	Buckeye Lot	Video Camera

Reviewed Item	Description	Location	Type
	Buckeye Gorham	Buckeye Lot	Video Camera
	PU CSN Webster Entry	Capitol Square North Garage	Video Camera
	PU CSN Permit Entry/Exit	Capitol Square North Garage	Video Camera
	PU CSN POF 1	Capitol Square North Garage	Video Camera
	PU CSN Entry/Exit 2	Capitol Square North Garage	Video Camera
	PU CSN POF 2	Capitol Square North Garage	Video Camera
	PU CSN Entry/Exit 1	Capitol Square North Garage	Video Camera
	PU CSN POF 3	Capitol Square North Garage	Video Camera
	PU SLS Bicycle Entry 1	South Livingston St. Garage	Video Camera
	PU SLS Motorcycle	South Livingston St. Garage	Video Camera
	PU SLS Entry 3	South Livingston St. Garage	Video Camera

Reviewed Item	Description	Location	Type
	PU SLS Exit 3	South Livingston St. Garage	Video Camera
	PU SLS Lobby 1	South Livingston St. Garage	Video Camera
	PU SLS East Exterior	South Livingston St. Garage	Video Camera
	PU SLS Center Bay 1	South Livingston St. Garage	Video Camera
	PU SLS Ramp 1	South Livingston St. Garage	Video Camera
	PU SLS Entry Exit 2	South Livingston St. Garage	Video Camera
	PU SLS Livingston Driveway 1	South Livingston St. Garage	Video Camera
	PU SLS Entry Exit 1	South Livingston St. Garage	Video Camera
	PU SLS Elevator 1	South Livingston St. Garage	Video Camera
	PU SLS Elevator 2	South Livingston St. Garage	Video Camera
	PU SLS Plaza	South Livingston St. Garage	Video Camera

Reviewed Item	Description	Location	Type
	PU SLS Lobby 2	South Livingston St. Garage	Video Camera
	PU SLS South Stair 2	South Livingston St. Garage	Video Camera
	PU SLS East Bay 2	South Livingston St. Garage	Video Camera
	PU SLS NW Bay 2	South Livingston St. Garage	Video Camera
	PU SLS Lobby 3	South Livingston St. Garage	Video Camera
	PU SLS South Stair 3	South Livingston St. Garage	Video Camera
	PU SLS East Bay 3	South Livingston St. Garage	Video Camera
	PU SLS NW Bay 3	South Livingston St. Garage	Video Camera
	PU SLS Lobby 4	South Livingston St. Garage	Video Camera
	PU SLS South Stair 4	South Livingston St. Garage	Video Camera
	PU SLS NW Bay 4	South Livingston St. Garage	Video Camera

Reviewed Item	Description	Location	Type
	PU SLS Lobby 5	South Livingston St. Garage	Video Camera
	PU SLS South Stair 5	South Livingston St. Garage	Video Camera
	PU SLS Roof 3	South Livingston St. Garage	Video Camera
	PU SLS Roof 4	South Livingston St. Garage	Video Camera
	PU SLS Roof 1	South Livingston St. Garage	Video Camera
	PU SLS Roof 2	South Livingston St. Garage	Video Camera
	PU SLS POF 6	South Livingston St. Garage	Video Camera
	PU WS LL0 WB North	Wilson Street Garage	Video Camera
	PU WS LL1-CB SOUTH	Wilson Street Garage	Video Camera
	PU WS LL0-CB North	Wilson Street Garage	Video Camera
	PU WS LL2-EB North	Wilson Street Garage	Video Camera
	PU WS LL0-North Lobby	Wilson Street Garage	Video Camera
	PU WS LL2-EB Center	Wilson Street Garage	Video Camera

Reviewed Item	Description	Location	Type
	PU WS LL3-WB Center	Wilson Street Garage	Video Camera
	PU WS LL2-WB Center	Wilson Street Garage	Video Camera
	PU WS LL3-WB North	Wilson Street Garage	Video Camera
	PU WS LL3-North Stairs	Wilson Street Garage	Video Camera
	PU WS LL2-North Stairs	Wilson Street Garage	Video Camera
	PU WS LL0-EB Center	Wilson Street Garage	Video Camera
	PU WS LL4-WB North	Wilson Street Garage	Video Camera
	PU WS LL3-CB Center	Wilson Street Garage	Video Camera
	PU WS LL2-North Lobby	Wilson Street Garage	Video Camera
	PU WS LL3-EB South	Wilson Street Garage	Video Camera
	PU WS LL2-WB North	Wilson Street Garage	Video Camera
	PU WS LL1-CB Center	Wilson Street Garage	Video Camera
	PU WS LL3-South Lobby	Wilson Street Garage	Video Camera
	PU WS LL0-CB Center	Wilson Street Garage	Video Camera
	PU WS LL2-EB South	Wilson Street Garage	Video Camera
	PU WS LL3-EB Center	Wilson Street Garage	Video Camera
	PU WS LL1-EB South	Wilson Street Garage	Video Camera

Reviewed Item	Description	Location	Type
	PU WS LL1-EB Center	Wilson Street Garage	Video Camera
	PU WS LL1-NB Center	Wilson Street Garage	Video Camera
	PU WS LL1-WB North	Wilson Street Garage	Video Camera
	PU WS LL0-North Stairs	Wilson Street Garage	Video Camera
	PU WS LL3-CB North	Wilson Street Garage	Video Camera
	PU WS LL3-North Lobby	Wilson Street Garage	Video Camera
	PU WS LL4-CB Center	Wilson Street Garage	Video Camera
	PU WS LL1-North Lobby	Wilson Street Garage	Video Camera
	PU WS LL1-EB North	Wilson Street Garage	Video Camera
	PU WS LL1-North Stairs	Wilson Street Garage	Video Camera
	PU WS LL3-EB North	Wilson Street Garage	Video Camera
	PU WS LL2-CB Center	Wilson Street Garage	Video Camera
	PU WS LL4-WB Center	Wilson Street Garage	Video Camera
	PU WS LL2-CB North	Wilson Street Garage	Video Camera
	PU WS LL4-EB Center	Wilson Street Garage	Video Camera
	PU WS LL4-EB South	Wilson Street Garage	Video Camera
	PU WS LL4-North Lobby	Wilson Street Garage	Video Camera

Reviewed Item	Description	Location	Type
	PU WS LL4-CB North	Wilson Street Garage	Video Camera
	PU WS LL2-South Lobby	Wilson Street Garage	Video Camera
	PU WS LL1-WB Center	Wilson Street Garage	Video Camera
	PU WS LL1-South Lobby	Wilson Street Garage	Video Camera
	PU WS LL4-South Lobby	Wilson Street Garage	Video Camera
	PU WS LL3-CB South	Wilson Street Garage	Video Camera
	PU WS LL4-CB South	Wilson Street Garage	Video Camera
	PU WS LL0-Motorcycle	Wilson Street Garage	Video Camera
	PU WS LL2-CB South	Wilson Street Garage	Video Camera
	PU WS LL4-North Stairs	Wilson Street Garage	Video Camera
	PU WS L1 Entry 1 & 2	Wilson Street Garage	Video Camera
	PU WS L1 Exit 1 & 2	Wilson Street Garage	Video Camera
	PU WS L1 Entry/Exit 3	Wilson Street Garage	Video Camera
	PU WS L1-Wilson Exit	Wilson Street Garage	Video Camera
	PU WS L1 Wilson Pedestrian	Wilson Street Garage	Video Camera
	PU WS L1-Wilson Corridor	Wilson Street Garage	Video Camera
	PU WS L1-Ambassador Window	Wilson Street Garage	Video Camera

Reviewed Item	Description	Location	Type
	PU WS L2-Doty Pedestrian	Wilson Street Garage	Video Camera
	PU WS L2 North Lobby	Wilson Street Garage	Video Camera
	PU WS L2 Bike Center	Wilson Street Garage	Video Camera
	PU WS L2-Doty Ramp	Wilson Street Garage	Video Camera
	PU WS L1-Garage Office	Wilson Street Garage	Video Camera
	PU WS L1 South Lobby	Wilson Street Garage	Video Camera

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 2025

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 help-line support, and monitor and review operational improvements.
    b. Document what transpires in or near Parking Division facilities to enhance the safety and security of 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 accidents 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 Supervisor.

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 the 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 ensure access to 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 requiring the retention of specific video footage, all archival requests are submitted through 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

2025

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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 locations 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 11 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 2024, there was no new surveillance technology added to the WPCRC'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

Annual Surveillance Technology Report

2025

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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 2025.

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

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

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 & Urban Forestry

Annual Surveillance Technology Report

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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 area	Bader Rd Yard, Sycamore Yard, Southpoint 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

We don’t share the information.

Safeguarding Individual Information

No individual information is collected, the images are deleted approx.. 10 days after capture, only Public Works General Supervisor and above 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

2025

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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 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. East	Beltline & Mineral Point East
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. & Blair St.	E. Washington & Blair
TE E. Washington Ave. & First St.	E. Washington & First St.
TE E. Washington Ave. & Marquette St.	E. Washington & Marquette
TE E. Washington Ave. & Paterson St.	E Washington & Paterson
TE E. Washington Ave. & Pinckney St.	E. Washington & Pinckney
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 Gorham St. & Broom St.	Gorham & Broom
TE Gorham St. & Franklin St.	Gorham & Franklin
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. & Junction Rd.	Mineral Point Junction Rd
TE Mineral Point Rd. & Midvale Blvd.	Mineral Point Rd & Midvale Blvd
TE Mineral Point Rd. & South Point Rd.	Mineral Point Rd & South Point
TE Mineral Point Rd. and Gammon Rd.	Mineral Point and Gammon
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 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. & 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 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. & 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. & 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

Water Utility

Annual Surveillance Technology Report

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Introduction

Summary

During 2024, the Water Utility replaced 85 cameras that were no longer in support to ensure that its cameras were not a cyber security risk and could have the current firmware version installed on them. These cameras were swapped out with newer models of fixed cameras and maintained their initial functionality and camera view. The camera replacements were approved by City IT as part of TDX tickets "New Camera Purchase" (Service Request ID: 21885924) and "Camera Replacement" (Service Request ID: 23033965).

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
Pump Room	Interior camera monitoring the building's main entrance.	Unit Well 15	Fixed – bullet camera
Parking	Exterior camera monitoring the building's main entrance and the site parking spot.	Unit Well 15	Fixed – bullet camera
Filter Room	Interior camera monitoring the water filtration room entrance.	Unit Well 15	Fixed – dome camera
Rear Entrance	Exterior camera monitoring the building rear entrance.	Unit Well 15	Fixed – dome camera

Reviewed Item	Description	Location	Type
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
Chemical Parking	Exterior camera monitoring the chemical storage room entrance and the chemical storage room parking spot.	Unit Well 18	Fixed – bullet camera

Reviewed Item	Description	Location	Type
Pump Room	Interior camera monitoring the building's main entrance.	Unit Well 19	Fixed – bullet camera
North Hatch	Exterior camera monitoring the north roof access into the water reservoir.	Unit Well 19	Fixed – bullet camera
South Hatch	Exterior camera monitoring the south roof access into the water reservoir.	Unit Well 19	Fixed – bullet camera
Parking	Exterior camera monitoring the building main entrance, chemical storage room entrance, and the site parking spot.	Unit Well 19	Fixed – bullet 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

Reviewed Item	Description	Location	Type
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
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

Reviewed Item	Description	Location	Type
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
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

Reviewed Item	Description	Location	Type
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
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

Reviewed Item	Description	Location	Type
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
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

Reviewed Item	Description	Location	Type
Garage Exit Overhead Door	Interior camera monitoring the garage exit overhead door.	Unit Well 31	Fixed – dome camera
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

Reviewed Item	Description	Location	Type
Vault Entry	Exterior camera monitoring the reservoir vault entrance.	Reservoirs 113/313	Fixed – dome camera
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

Reviewed Item	Description	Location	Type
Pump Room	Interior camera monitoring the building's main entrance and pump room.	Booster Station 128	Fixed – dome camera
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

Reviewed Item	Description	Location	Type
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
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

Reviewed Item	Description	Location	Type
Patio Entrance	Interior camera monitoring the building patio area entrance.	Olin Office	Fixed – dome camera
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

Reviewed Item	Description	Location	Type
VSB Exit Bay	Interior camera monitoring the garage exit bay.	Olin Office Vehicle Storage Building	Fixed – dome camera
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

Reviewed Item	Description	Location	Type
Back Lot Entrance	Exterior camera monitoring the building entrance from the back employee parking lot.	Paterson Street Office	Fixed – dome camera
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

Reviewed Item	Description	Location	Type
Building Main St.	Exterior camera monitoring the Main Street side of the building.	Paterson Street Office	Fixed – dome camera
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

Reviewed Item	Description	Location	Type
VSB Back Lot Storage East	Exterior camera monitoring the east side of the back storage lot.	Paterson Street Vehicle Storage Building	Fixed – dome camera
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 the cameras at its sites for security purposes. The cameras are monitored by the 24/7 pump operator to maintain the security of its water facilities. The recorded video is ONLY used for review of incidents that may occur. These incidents 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 Olin Office. The water utility uses the camera that monitors the main public entrance at the Olin Office to identify individuals that arrive after hours and request access to the building for use of the 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 the event of damage, theft, or unauthorized access to its facilities. The water utility has also shared data with the Madison Police Department to aid in the investigation of incidents that have occurred involving the public.

Safeguarding Individual Information

The water utility is not collecting 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 use of the conference room.

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 are used to provide security for their field personnel and provide documentation of employee accidents and incidents. All 35 remote sites are equipped with cameras.

2. Cameras at the Administration (Heim Building) and Distribution/ Maintenance (Paterson Office) facilities and the Vehicle Storage buildings at both sites 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 existing on the cameras will remain 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 the MWUs 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 of the MWUs 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. In addition to these personnel, MWU managers and Pump Operators will be allowed to view the continuous loops.

The 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: 89347

File ID:	89347	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/29/2025
File Name:				**Final Action:**	

Title: Authorizing execution of a sole source $150,000 contract with Downtown Madison Inc. for the preparation of a Downtown Economic Investment Strategy (District 2, District 4, District 6, District 8, and District 13).

Notes:

CC Agenda Date: 08/05/2025

Agenda Number: 86.

Sponsors: Michael E. Verveer And Will Ochowicz

Effective Date:

Attachments: Madison Greater Downtown Economic Investment Strategy_MIGSOW_06202025.pdf, DMI EIS Contract Appendix A_Coordination Deliverables 072925.pdf, Madison Process Graphic.pdf

Enactment Number:

Author: Matthew Mikolajewski, Economic Development Division Dire

Hearing Date:

Entered by: lheiser-ertel@cityofmadison.com

Published Date:

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	7/30/2025	Maggie McClain	Approve	8/18/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Department of Planning and Community and Economic Development	07/29/2025	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction
Notes: Finance Committee (8/25/25), Common Council (9/2/25)

Text of Legislative File 89347

Fiscal Note

The proposed resolution authorizes the execution of a sole source contract with Downtown Madison, Inc. in the amount of $150,000 for the preparation of a Downtown Economic Investment Strategy that will help inform the Downtown Area Plan. The 2024 Adopted Capital Budget for the Economic Development Division included $150,000 for strategic planning activities, market studies, and administrative and consulting costs within the TID 50 program (program #99012). These funds have not yet be utilized. No additional appropriation is required.

Title

Authorizing execution of a sole source $150,000 contract with Downtown Madison Inc. for the preparation of a Downtown Economic Investment Strategy (District 2, District 4, District 6, District 8, and District 13).

Body

WHEREAS, the 2024 Economic Development Division Capitol Budget for TID #50 included $150,000 for strategic planning activities, market studies, and administrative and consulting costs; and

WHEREAS, these funds can be used within the boundary and ½ mile from the boundary of TID #50 in Downtown Madison; and

WHEREAS, the Planning Division and Economic Development Division have been consulting with Downtown Madison Inc. regarding a collaborative Downtown planning effort resulting in the development of a Madison Greater Downtown Economic Investment Strategy by Downtown Madison Inc. and the Downtown Area Plan by the City of Madison; and

WHEREAS, the City recognizes that its work on the Downtown Area Plan will benefit from Downtown Madison Inc.'s work on the Greater Downtown Economic Investment Strategy and that coordination between these planning activities is essential to each effort; and

WHEREAS, the Greater Downtown Economic Investment Strategy will include an analysis of existing conditions, completion of stakeholder engagement, identification of strategies, recommendations, and catalytic opportunities for a thriving Downtown, and an action plan for how the private sector can partner with the public sector on implementation of the Strategy and the Downtown Area Plan; and

WHEREAS, preparation of the Greater Downtown Economic Investment Strategy will be completed by an external consultant retained by Downtown Madison Inc. and will cost more than the City's $150,000 contribution; and

WHEREAS, many of the tasks prepared by the external consultant will be relevant to and shared with the City for the purposes of preparing the Downtown Area Plan.

NOW THEREFORE BE IT RESOLVED that the Common Council authorizes the Mayor and City Clerk to execute the attached $150,000 sole source Purchase of Services contract with Downtown Madison Inc. for the preparation of a Greater Downtown Economic Investment Strategy; and

BE IT FURTHER RESOLVED that the City's $150,000 allocated to the project will be used for work within the boundaries of TID #50 and within ½ mile from the boundaries of TID #50; and

BE IT FINALLY RESOLVED that the Mayor and Clerk are hereby authorized to execute and record any additional documents related to this transaction in a form to be approved by the City Attorney.

Madison Greater Downtown Economic Investment Strategy

Final Scope of Work

06/20/2025

Downtown Madison, Inc. and its partners are engaging a consulting team to develop an Economic Investment Strategy for Madison's Downtown. For the purposes of this effort, the study area will generally correspond with the Greater Downtown Area as depicted in the Downtown Madison Strategic Plan. That area is bounded by the Yahara River to the northeast, Lake Mendota to the northwest, Lake Monona and John Nolen Drive to the east and southeast, Lathrop Street to the west, and Wingra Drive and Olin Avenue to the south. Geographies immediately adjacent to the Greater Downtown Area may be considered when examining physical, social, and economic connections between Downtown and the surrounding neighborhoods and districts.

The Greater Downtown Economic Investment Strategy (Greater Downtown EIS or EIS) will be informed by the City-led citywide Economic Development Plan and will serve as both a companion and input into the City-led update the Downtown Plan. It is anticipated that all three of these important efforts will provide foundational components to the City's update to the Comprehensive Plan.

The consultant team for the Greater Downtown EIS will be led by MIG, Inc. and supported by Vandewalle & Associates and NEOO Consulting under the same contract, as well as EQT by Design under a separate contract. The MIG Team will set key growth targets, delineate market supported investment priorities and strategies, and identify important linkages, city and place building opportunities and strategies. These will all recognize and leverage economic growth, strategic positioning, and relevant synergies with adjacent districts and corridors proximate to the downtown core.

The Greater Downtown EIS will rely on a balanced approach of data-driven analysis and community and stakeholder input and feedback. The EIS will be built through the development of three key strategies and integrate both short-term wins and longer term initiatives and strategies, including: 1) Economic Development Strategy; 2) Funding Strategy; and 3) Governance, Management, and Oversight Strategy for implementation of the EIS. These strategies will be guided by an updated Vision and Big Moves for Downtown that will be informed by the community and stakeholders and co-created by the teams working on the Greater Downtown EIS and the Downtown Plan Update.

Task 1. Project Management and Coordination

1.1 DMI Breakfast Rollout
Jay Renkens will participate in DMI's What's Up Downtown in June of 2025 to present an overview of the Greater Downtown Economic Investment Strategy and join a panel discussion with the Mayor and project managers from the City of Madison and DMI.

1.2 Project Kickoff Meeting
Upon receiving notice to proceed, MIG will work with Downtown Madison, Inc. (DMI) to schedule a two-and-a-half-hour Project Kickoff Meeting with a core group of stakeholders that will likely include the members of the Project Leadership Team (PLT). At this meeting, MIG will confirm project logistics and lead a discussion on project guiding principles and success metrics. This includes but is not limited to:

- The expected project schedule;
- The detailed deliverables associated with each major task. This includes discussion on why the task is important and how the deliverables will inform the process and deliverables;
- MIG and DMI will agree to the project boundary or boundaries for use throughout the project;
- The outreach strategy will be discussed at the meeting to better coordinate the Greater Downtown EIS and Downtown Plan Update efforts and further delineate the role, number of meetings, and timing of meetings for the PLT, Center City Collaborative (CCC), and various technical experts (see Task 7).
- A discussion of specific strategies to most effectively secure broader resident and business community input at key milestones in the process.

The Project Kickoff meeting will be conducted virtually. It is assumed that PLT membership will be confirmed with the DMI directly following contract execution.

1.3 Bi-Weekly Project Management Team (PMT) Meetings
The Project Management Team (PMT) will hold approximately thirty-two (32) PMT meetings throughout the project. Representatives from the MIG Team, DMI, the City, and the BID will have representatives on the PMT. The PMT Meetings will be used to manage logistics for upcoming events and deliverables as necessary, but will also be utilized as working sessions to workshop and advance elements of the EIS throughout its development.

1.4 Project Leadership Team Meetings (up to 12)
The MIG Team will participate in up to twelve (12) Project Leadership Team (PLT) meetings throughout the process. PLT Meetings will include representatives (staff and board as appropriate) from DMI, the Business Improvement District (BID), and the City of Madison. PLT Meetings will focus on providing input and feedback into key analysis, recommendations, and deliverables.

During the first one or two PLT Meetings, the Greater Downtown EIS Team and the City's Downtown Plan Update Team will coordinate on the development of distinct, but complementary problem statements that can be used in stakeholder and community outreach, as well as other messaging throughout the coordinated efforts.

1.5 Ongoing Project Coordination and Communication

Throughout the proposed 15-16 month timeline of the Greater Downtown EIS process, MIG will provide additional project coordination and communication outside of the regularly scheduled PMT meetings. MIG will also prepare and submit monthly invoices as a part of this task.

1.6 Project Closeout

MIG will prepare and transfer final project files for all interim and final deliverables to DMI at the conclusion of the project. Final files will include editable Microsoft Word documents for the final Strategy report. MIG will also conduct a project closeout meeting with the PMT and submit a final invoice.

Task 2. Existing Conditions and Gap Analysis

2.1 Existing Mapping and Data Collection and Review

MIG will work with the City of Madison and the Vandewalle Team to collect and review available GIS data and maps previously created for Madison Gas and Electric (MG&E) or for other purposes, provided they have the rights to share and disseminate plan information.

MIG assumes that all new maps will be created using ArcGIS and/or Adobe Illustrator and exported as a PDF file. Any new mapping data provided to the team will be packaged and delivered within one month of the Project Kick-Off (see Task 1.1). Spatial data will be compatible with ArcGIS or AutoCAD. In addition, all deliverables created throughout Task 2 will be shared with the City.

The following are identified as foundational for the strategy development process:

- *Context Map:* A map indicating the project area's location within the larger regional and citywide context. The context map will clearly delineate the Greater Downtown geography and the City's Downtown Area Plan geography.
- *Base Map:* A base map of the study area. Two versions of the base map are necessary - one will have an aerial base and the other will be a vector map showing curblines and building footprints. The base map and thus all subsequent maps will include the Greater Downtown boundary and the City's Downtown Area Plan boundary unless otherwise indicated.
- *Boundaries and Districts:* A map to clearly communicate the boundaries of the Greater Downtown study area, the Downtown Plan study area, the BID boundary, the mall maintenance boundary, historical districts, and any other relevant districts with defined boundaries within or immediately adjacent to Greater Downtown.

- *Figure Ground (Building Footprints):* A figure-ground diagram depicting existing structures. For any additional mapping of existing structures, MIG assumes that building footprint data is available from DMI and/or the City of Madison or can be made available.
- *Existing Land Use and Built Landscape:* An existing land use map reflecting what buildings are on the ground today and what uses are in those buildings. For any additional mapping of existing land use, MIG assumes that existing land use data is available from DMI and/or the City of Madison or can be made available.
- *Existing Circulation Networks:* A map or maps that provide information on the existing and planned multi-modal circulation network within Greater Downtown. Priority entries and gateways will also be identified within the circulation network/s.
- *Existing Multimodal Travel Patterns:* A map or maps that summarizes data available from Placer.ai, Strava, City of Madison Metro Transit, and B-Cycle to understand major origins, destinations, and route choices within the Greater Downtown area.
- *Existing Infrastructure and Amenities:* A map that depicts the existing capacity of major utility infrastructure and access to public amenities including parks, plazas, trails, and community facilities in and adjacent to Greater Downtown. If this data does not exist, MIG will work with Vandewalle, DMI and City staff to understand the existing capacity of public utility infrastructure and amenities.

2.2 Granular Street Level Assessment

Using the available mapping provided in Task 2.1, MIG will work with Vandewalle, DMI, and the BID to conduct a granular street level assessment of existing edge conditions and opportunity sites to inform the strategy recommendations (see Tasks 3 and 4).

- *Existing Ground Floor Edge Conditions:* A map depicting existing ground floor conditions including ground floor uses, current vacancies, perceived safety, and level of transparency. A key input for perceived safety will be the Safe Growth project's mapping. For mapping of existing ground floor land use, MIG assumes that existing land use data is available from DMI and/or the City of Madison or can be made available.
- *Opportunity Sites*: Using the information above, MIG and Vandewalle will map existing development and redevelopment opportunities based on GIS data, stakeholder input, and tour observations. The map will depict land under public ownership, vacant parcels, surface parking lots, and parcels with a low improvement to land value. MIG will utilize available assessor's data to determine public ownership and to calculate improvement to land (I:L) ratios.
- *Connectivity and Quality*: A map or maps depicting connectivity as it relates to the pedestrian, bicyclist, transit, and motorist experiences. This will include sidewalk conditions, crosswalks, bike lanes, street lighting, and disconnected blocks within Greater Downtown and along key corridors connecting Downtown to adjacent neighborhoods and districts.

MIG assumes the data identified above exists and is available from either DMI, the City of Madison, or Vandewalle. Any additional data development and/or mapping by MIG will be conducted following a discussion and approval from DMI.

2.3 Inventory and Compilation of Existing and Planned Projects

The MIG Team will prepare a Request for Information (RFI) for DMI to facilitate collection and transfer of data and documents to MIG. The MIG Team will review available data and relevant policy and planning documents to develop an even greater understanding of the current conditions and dynamics in Madison's Downtown and Greater Downtown. MIG assumes this effort will include the review and analysis of:

1. GIS and any relevant AutoCAD spatial data;
2. Economic Development initiatives; and
3. Existing mapping and data representing currently funded and planned Greater Downtown projects (public improvements and private development).

MIG assumes the data identified above exists and is available from either DMI, the City of Madison, or the Vandewalle Team. Any additional data development or research on MIG's part will be conducted following a discussion and approval from DMI.

Note that the City of Madison will prepare a current land use inventory, as well as a review of previous plans and implementation as part of their Phase 0 of the Downtown Plan Update. These preliminary deliverables will be shared with the MIG Team when they are available.

2.4 Infrastructure and Amenities Gap Analysis

Building on the Existing Infrastructure and Amenities mapping from Task 2.1, the MIG Team will work with DMI, the BID, and the City of Madison to complete an analysis whereby a visual narrative will be developed highlighting key assets that are drivers of visitation, investment, economic growth, and quality of life in the Greater Downtown. The primary purpose is to help identify the unique components and physical dynamics that shape Greater Downtown's and its subdistrict's distinctive character - helping to establish a rationale for investment considerations.

In addition, the MIG Team will perform a capacity and access analysis around different types of public and private amenities. One-quarter mile buffers will be used to determine what areas currently have access to amenities and where there are gaps. Amenities analyzed will likely include outdoor gathering space, children's play, groceries, cultural facilities (such as Monona Terrace and Overture Center for the Arts), sidewalks, bike facilities, and transit. The analysis will be conducted in ArcGIS and the results will be depicted in a series of Adobe Illustrator maps exported to PDF files.

It should be noted that the City of Madison will perform a more in-depth analysis to determine whether there are areas within the Downtown Area Plan boundary where there may be challenges to new development, redevelopment, or adaptive reuse based upon the condition and/or capacity

of major utilities and telecommunications. That analysis will help to test and inform the land use and urban form elements of the Downtown Plan Update and will likely be completed in the latter portion of the EIS effort.

2.5 Economic and Market Analysis

The MIG Team will conduct an economic and market analysis that will focus on six primary topics: 1) socio-economic trends and projections; 2) industry segments; 3) retail and restaurants; 4) office supply and demand; 5) housing supply and demand; and 6) hospitality and tourism impacts and demand. Where possible, the data will be parsed for Greater Downtown and the City's Downtown Area Plan geographies and will include comparisons to the City of Madison and the region. Data and analysis will be coordinated and aligned with the Citywide Economic Development Plan. Stakeholder outreach will be coordinated with DMI and the City of Madison. The BID will play a key role in outreach to small businesses.

1. ***Socio-Economic Trends and Projections:*** To understand demographic trends and to understand how those shape Madison's Downtown now, and may shape the Greater Downtown in the future, the MIG Team will prepare a summary of the socio-economic trends within Madison's Downtown in the past 15 years (pre-COVID, COVID, and post-COVID), as data is available. To ensure the Greater Downtown EIS is inclusive and supports the changing demographics of Greater Downtown residents, workers and visitors, the summary will include population projections. Where possible and based on data availability and granularity, the MIG Team will utilize the City's growth projections and those provided in the Dane County Housing Strategy. Using US Census Bureau and other available data, the summary will include:
    - Overall Population, Age, and Race
    - Characteristics of Historically Marginalized and Underrepresented People
    - Student Population, Age, and Race – the MIG Team will work with the City to determine the best methodology for determining student population and demographic characteristics
    - ESRI Tapestry Segments
    - Educational Attainment
    - Median Household Income
    - Persons Living Below the Poverty Level
    - Housing Tenure and overall house security within Madison and Greater Downtown
    - Commuting Patterns

    We will support this data-driven analysis with stakeholder engagement to ensure our understanding of existing conditions is grounded in the lived experience of those in the study area and those who stand to benefit most from the project's outcomes.
2. ***Industry Segments*:** For the analysis of key industry segments, the MIG Team will summarize existing industries and their impact on Downtown Madison and the Greater Downtown geography (including number of employers, square footage of space,

employees, and economic impact where feasible based on available data), industry infrastructure and technology needs, as well as identification of opportunities for new and growth industry segments. Key industries will likely include biotechnology, advanced manufacturing, and information technology; cultural, arts, and entertainment assets; education; government; hospitality; and education. The MIG Team will also include a discussion of how to leverage advantages and address disadvantages for each industry segment included in the analysis.

3. ***Retail, Restaurants, and Entertainment*:** For the analysis of retail, restaurants, and entertainment, the MIG Team will summarize the quantity and type of retail, restaurants, and entertainment businesses within the Greater Downtown study area. The analysis will include mapping of retail, restaurants, and entertainment by type and an estimate of categories that may be saturated and/or underrepresented.
4. ***Office Supply and Demand*:** For the analysis of office supply and demand, the MIG Team will summarize the supply of office space within the Greater Downtown study area by age, class, and size. Any planned office development will be included in the summary. Office vacancy will be summarized using available data and mapped if possible. The MIG Team will use DMI's Placer.ai account to summarize the level of in-person attendance for leased office space. Data sources can miss major parts of the Greater Downtown market (small businesses being an example). Therefore, we will work to understand who is in Downtown sectors and their needs through direct and detailed stakeholder engagement.
5. ***Housing Supply and Demand*:** For the analysis of housing supply and demand, the MIG Team will quantify housing supply within the Greater Downtown study area by type, size, tenure, and price. The analysis will also include housing supply under construction and housing development that has already been approved and funded, as well as proposals that are deemed very certain by members of the PMT or PLT. The MIG Team will utilize the City's 2023 Housing Snapshot Report (2025 as well when available), Housing Forward, the latest Housing Affordability Report, the 2019 Equitable Development in Madison Report, other city policies, and the socio-economic trends and projections in Task 2.5.1 to characterize housing needs and potential in Downtown Madison and the larger Greater Downtown geography.
6. ***Hospitality and Tourism:*** For the analysis of tourism activity for Downtown and Greater Downtown, the MIG Team will analyze data on the number of visitors, hotel room supply, vacancy rates, room nights, visitation patterns, and local and regional visitor impacts in and near Downtown. Using DMI's Placer.ai account, the analysis will include an assessment of the day-trip vs. out-of-town visitor trends, as well as development of an understanding of where visitors are coming from and what they are doing. On the flip side, the analysis will highlight areas of Madison and the region that have low visitation to Downtown. To the extent possible using existing data, the MIG Team will include a summary of visitation spend. Additional data sources will include Destination Madison's 2025 Visitor Sentiment Survey and other relevant data available from Destination Madison.

Task 3. Strategy Framework

3.1 Draft and Refined Economic Drivers and Investment Targets
In close collaboration with the City of Madison, the MIG Team will work with the PMT, PLT, and CCC to develop a set of economic drivers and investment targets for Downtown Madison and the larger Greater Downtown geography. The Economic Drivers and Investment Targets will include baseline metrics and targets in several critical categories including population, households, housing types, priority industry segments, retail and restaurants, entertainment offerings, and hotel rooms. The draft Economic Drivers and Investment Targets will highlight short- and long-term horizons be presented in a memo and short Powerpoint slide deck that will include a brief rationale for each target. The PMT and PLT will provide a consolidated set of comments to MIG. MIG will revise the Economic Drivers and Investment Targets memo and slide deck and design a one-pager infographic-style summary of the using Adobe Illustrator.

3.2 Draft and Refined Goals and Objectives
MIG will evaluate inputs from the PMT, PLT, CCC, and broader community engagement to develop a set of goals and objectives for the Greater Downtown that support or advance economic development and drive private investments in and around Downtown Madison. The goals and objectives will articulate high level strategic direction and frame key initiatives to achieve the targets identified in Task 3.1. They will build on previous efforts and be aligned with the Citywide Economic Development Plan and the City's Comprehensive Plan. The goals and objectives will inform the Big Moves (developed in collaboration with the City and their Downtown Plan Update) and EIS strategies (Economic Development, Funding, and Governance) and will respond to specific opportunities and challenges unique to the Greater Downtown.

3.3 Draft and Refined Vision and Big Moves
In close collaboration with the City of Madison, the MIG Team will work with the PMT, PLT, CCC, and broader community to develop and refine a Vision and set of up to eight (8) Big Moves for Downtown Madison that likely address identity, economic vibrancy, infrastructure, programming, activation, inclusion and equity, safety, climate preparedness and adaptation, funding, and management. The Vision and Big Moves will be informed by stakeholder and community input, data analysis and key findings from earlier tasks, as well as the targets, goals, and objectives from earlier in Task 3. It is anticipated that the Big Moves will include or tee up catalytic combinations of public and private projects. The Big Moves will be accompanied by precedent photos and examples when possible. The MIG Team will prepare an illustrative rendering or other appropriate graphic for each Big Move.

3.4 Economic Development Strategy
Building on the Economic and Market Analysis (see Task 2.5) as well as prior work in Task 3, the MIG Team will prepare a 5-8 page economic development strategy focused on socio-economic trends, tax base growth, physical development opportunities, industry sector growth opportunities, enhancing district identities, and improving public spaces to support economic growth and Greater

Downtown vibrancy. The strategy will include quick wins, short-term actions, and long-term strategies while identifying potential catalytic projects on underutilized sites, proposing enhancements to strengthen connectivity and public life, and outlining necessary, supportive infrastructure upgrades. It will also inform discussion of public-private partnerships and potential funding mechanisms, offering actionable recommendations supported by examples to illustrate key opportunities.

Task 4. Recommendations and Catalytic Opportunities

4.1 Draft Recommendations and Maps

The MIG Team will develop a set of narrative recommendations representing policy, regulatory, and programmatic actions and strategies for the Greater Downtown study area. A focus will be on how DMI, the BID, and the private sector can directly affect change in the Greater Downtown area. Recommendations related to DMI or other parties advocating for additions or changes to City policies will be developed in coordination with the City of Madison and with consideration toward existing city-wide policies and strategies. In certain instances, recommendations may be articulated that will provide input into the City's Downtown Plan Update. These recommendations will be clearly delineated as such. Recommendations will be organized into four major categories as described below.

- ***Commercial and Employment Recommendations:*** Actions and strategies for future employment uses, workforce development, small business creation and support, and business recruitment and retention. The MIG Team will coordinate with the Citywide Economic Development Plan to align with and make suggestions for City Economic Development programs, such as Façade Improvement and Building Improvement Grants, and how those programs better support downtown businesses that have very different needs than a business in other parts of the city.

- ***Neighborhood and Housing Recommendations:*** Actions and strategies for improving existing housing stock and its connectivity to Downtown and other parts of Greater Downtown, as well as housing supply and product diversity to align with and support economic targets, goals, and objectives. Neighborhood and housing recommendations will integrate strategies for generational wealth creation combatting displacement.

- ***Infrastructure and Amenities Recommendations:*** Actions and strategies to ensure residents, employees, and visitors have convenient access to amenities essential to supporting and growing those populations. These may include grocery stores, childcare facilities, fitness centers, healthcare services, public gathering spaces, public restrooms, signage and wayfinding, and other public education and awareness efforts. The MIG Team will also identify opportunities for unique amenities—such as cultural hubs, specialty retail, outdoor recreational spaces, and public art—that will create a distinctive identity for Greater Downtown and elevate its overall appeal within the region.

- ***Equity, Inclusion, and Belonging Recommendations:*** Actions and strategies to ensure that equity, inclusion, and belonging are embedded into all areas of the Greater Downtown EIS, that there is alignment with the City's Equity Priority Areas, and that a space is provided for actions and strategies that may not typically be included in an Economic Development Strategy. Actions and strategies will be centered on economic opportunity, economic mobility, equitable development, neighborhood stabilization, environmental justice, and creating inclusive and welcoming spaces and programs.

4.2 Draft Catalytic Opportunities

MIG will build on recently completed plans to test and confirm the future economic development vision, which will include exploratory concepts for catalytic opportunities to advance the Big Moves and achieve the Targets, Goals, and Objectives established in Task 3.

The MIG Team will perform a Soft Parcel Analysis. The Soft Parcel Analysis will be based on the asset mapping completed in an earlier task, as well as existing mapping from Vandewalle highlighting land available to develop, market research, and land use analysis, the MIG Team will identify sites, areas and/or infrastructure requirements, with the purpose of identifying opportunities for future economic growth through public and private investment. Specifically, the analysis will identify sites or large portion of sites that are vacant or used as surface parking, parcels that are publicly owned, and parcel whereby the value of improvements is less that the value of the land on which they sit.

The MIG Team will utilize the results of the Soft Parcel Analysis and input from the PMT and PLT to identify up to five (5) priority focus areas where there are opportunities to advance economic development priorities. For each focus area, the MIG Team will identify any infrastructure or service gaps that may be necessary to fill or remedy in order to support growth. In addition, the MIG Team will work closely with the City of Madison to identify any policy or regulatory recommendations that would support economic development and associated investment in each focus area. It is expected that DMI staff will perform outreach to the University of Wisconsin and private property owners to discuss strategies, and gain consensus and feedback on planned recommendations.

The MIG Team will develop concepts for the catalytic opportunities and associated focus areas. We will look for innovative uses and programs that add to the value of Greater Downtown while ensuring feasibility. Concepts will include a list of priorities, strategic considerations (including financial viability) and opportunities to enhance economic development, sustainable growth, equity, diversity and safety in Downtown Madison and the larger Greater Downtown geography.For each focus area, we will develop recommendations of viable uses that maximize economic benefit and help to address challenges and needs. It is critical to develop a use program with a consensus-based approach, realistic expectations of market conditions, use mix, as well as financial returns. Sketch level concepts will be shared with the PLT for discussion and MIG will incorporate up to two (2) rounds of consolidated comments. The MIG Team will provide relevant precedent photos of examples already implemented elsewhere. The MIG Team will also develop sketches or photo simulations of each catalytic opportunity. The vantage points and views will be chosen to help

illustrate redevelopment and development potential and inspire the potential for supportive public spaces, streetscape improvements, neighborhood connections, and/or activation.

In addition to advancing key economic development strategies, the Catalytic Opportunities will help inform and/or confirm direction for the City on future land use planning and the alignment of public and private interests with the goal of forming future public-partnerships, the goal of which will be to seed economic development and strategic growth outlined in the Greater Downtown EIS and the Downtown Plan Update. These recommendations are not intended to replace City land-use or economic development plans or the City's authority to direct zoning or other land use. Nor are they intended to limit the rights or uses of private development interests.

4.3 Revised Recommendations and Maps
The MIG Team will revise the draft recommendations and accompanying maps based upon input and feedback provided by the PMT, PLT, CCC, and community.

4.4 Revised Catalytic Opportunities
The MIG Team will revise the draft Catalytic Opportunities based upon input and feedback provided by the PMT, PLT, CCC, and community.

4.5 Economic Impact Analysis
The MIG Team will perform an economic impact analysis to estimate and understand increases to the industry presence, tax base, jobs, wages, and spending in Downtown Madison resulting from the Strategy's recommendations. The MIG Team will coordinate with the City of Madison and other economic development experts to confirm the methodology and assumptions. The methodology, analysis and key findings will be summarized in a memo brief. Key findings will be incorporated into the Greater Downtown EIS and the Executive Summary as appropriate.

Task 5. Action Plan

5.1 Draft and Final Project, Policy and Program Prioritization and Phasing
MIG will work closely with the PLT to prioritize the various recommendations and develop a year-by-year phasing plan that considers the timing and availability of funding and logical sequencing of initiatives and improvements. Our work will incorporate short-, medium-, and long-term phasing strategies at the district scale, identifying those blocks and parcels already best suited to absorb catalytic new investment and those places where strategic public realm and core infrastructure investments will facilitate the greatest development potential. It should be noted that the City's Capital Improvement Plan (CIP) is largely set for the next 5 years, so any public realm or infrastructure priorities for the next 5 years that deviate from the CIP will identify alternative funding sources.

5.2 Draft and Final Funding Strategy

MIG will work with the PLT to identify a suite of existing and recommended funding sources to implement the Strategy's recommendations and then recommend specific funding and financing tools for each major initiative. The funding strategy will include a discussion of incentives for economic sectors and development types that may not be market supported within the timeline suggested in Task 5.1. MIG will also provide examples of how other downtowns and center cities have addressed such gaps and successfully implemented solutions. The funding strategy will incorporate public-private funding opportunities, equitable development strategies, and mechanisms to capture the value created by strategy implementation. Strategies will consider innovative funding mechanisms, funding sources, partnerships, and other opportunities to incent and support economic growth, community enhancements, infrastructure investment and the viability and vibrancy of Downtown and the larger Greater Downtown area. The funding strategy will be summarized in a standalone memo. Highlights will be incorporated into the Greater Downtown EIS.

5.3 Draft and Final Governance, Management, and Oversight Strategy

MIG will prepare a governance, management, and oversight strategy that identifies the elements of the EIS that fall to public side (City/County/State), private side (DMI/BID/Community), and/or some sort of public-private partnership. MIG will identify best practices and case studies for downtown management, interfacing with our expert colleagues from organizations like the International Downtown Association and the Urban Land Institute to compile a series of archetypical models.

Additionally, MIG will offer high-level recommendations for a governance, management, and oversight framework and the organizational resources needed to properly implement Greater Downtown and/or Downtown district development and management responsibilities especially as they relate to DMI and the BID, including the recommendations and best practices for the private use of public land. The governance, management, and oversight strategy will also address what existing or new entities should be responsible for strategy implementation, as well as what the role of DMI and the existing or expanded Business Improvement District/s should play. The governance, management, and oversight strategy will also identify the roles of partners (e.g. Destination Madison, The Chamber, etc.) and the Center City Collaborative (CCC) moving forward. The governance, management, and oversight strategy will be summarized in a standalone memo. Highlights will be incorporated into the Greater Downtown EIS.

5.4 Action Plan Summary Matrix

The MIG Team will summarize the key elements of the Task 5.1, 5.2, and 5.3 deliverables in an Action Plan Summary Matrix that will be organized by goal and/or big move.

Task 6. Documentation and Adoption

6.1 Administrative Draft Strategy
The MIG Team will create a full draft Greater Downtown EIS, including the proposed text and graphics, for internal review. The Greater Downtown EIS will help the client quantify and communicate the economic benefits of increased public and private sector investment by using a combination of qualitative and targeted quantitative approaches. The MIG Team will showcase similar projects from other cities with demonstrated economic success, emphasizing how investments in comparable sectors (e.g., mixed-use developments, biomedical corridors) resulted in measurable improvements like increased property values, reduced vacancy rates, and job creation. The Administrative Strategy will be delivered as a Microsoft Word document with minimal gaps. Original graphics (maps and renderings) will be collected in a single PDF document that will accompany the Microsoft Word strategy narrative.

6.2 Formatted Draft Strategy
Incorporating the feedback from the Internal Review Draft Strategy, the MIG Team will lay out the Strategy in Adobe InDesign using an approved template. MIG will provide a set of sample pages in the proposed layout for review and approval by the PLT. The MIG Team will provide a PDF of the formatted strategy document for internal review.

6.3 Public Review Draft Strategy
The MIG Team will incorporate one consolidated set of comments on the Formatted Draft Strategy to prepare and deliver the Public Review Draft Strategy in formats suitable for printing and posting online.

6.4 Adoption Process Presentation
The MIG Team will prepare an overview presentation for use by staff in the review and adoption process. The MIG Team will not provide in-person support for the adoption process but can virtually participate in up to two meetings.

6.5 Final Strategy
Following adoption and/or approval of the Strategy, MIG will incorporate any remaining edits and finalize the Strategy. The document will be provided in high-resolution and low-resolution formats suitable for printing and posting online. MIG will also provide a lightly formatted Word document with Final Strategy text.

6.6 Executive Summary
After adoption and/or approval of the Strategy, MIG will prepare an Executive Summary that can be included in the Final Strategy (if desired) and be published as a standalone document. It is

anticipated that the Executive Summary will be four (4) pages in length, formatted in Adobe InDesign, and provided in web-ready and print-ready PDF files.

Task 7. Community and Stakeholder Engagement

EQT by Design, with support from the MIG Team and in coordination with DMI and the City of Madison, will create a community engagement strategy that encourages participation from a broad base of Downtown and Greater Downtown stakeholders, while actively seeking out and lifting up the perspectives of underrepresented populations. Engagement methodologies will likely include focus groups, interviews, surveys, polls, online self-paced learning, interactive public workshops, and community tours, depending on the type of input needed for each section listed in this document. The engagement strategies for the Greater Downtown EIS and the City's Downtown Plan Update will be coordinated to maximize efficiencies and minimize confusion amongst stakeholders and the community. While some engagement efforts will happen separately and on different timelines, some engagement activities will be shared. The intent is for all engagement to be coordinated and cohesive, as well as focused on gathering input and feedback on a shared/defined set of key questions and core issues.

The MIG Team will participate in up to five (5) meeting windows throughout the strategy development process for the Greater Downtown EIS. Each meeting window will consist of a trip to Madison for two or three MIG staff. Meeting windows will typically consist of two (2) or three (3) days on the ground with a series of meetings scheduled throughout the days and on some evenings. For any meetings that are not scheduled as part of a designated meeting window, MIG will participate virtually.

7.1 Community Engagement Plan Review
EQT by Design will prepare a Community Engagement Plan as a part of their separate contract associated with the Greater Downtown EIS. MIG will review the Community Engagement Plan, provide comments, and coordinate with EQT by Design to ensure that the engagement strategy is aligned with the MIG Team's scope of work and overall strategy development process.

7.2 Stakeholder Interviews and Focus Groups (16)
MIG will help to identify a series of appropriate stakeholder interviews and focus group meetings. MIG will facilitate discussions with up to sixteen (16) different stakeholders or focus groups to discuss a range of topics impacting Downtown and the larger Greater Downtown geography, including organizational responsibilities and coordination; evolving real estate needs; demand for local area employers; the visitor experience; and Downtown programming and events. Upon finalizing the list of participants, MIG will coordinate with the PMT to determine if staff from DMI, the City, and/or the BID should participate in these meetings.

7.3 Center City Collaborative Meetings (up to 4)

MIG will participate in up to four (4) Center City Collaborative (CCC) meetings throughout the process. CCC meetings will be organized and facilitated by EQT by Design.

7.4 Technical Expert Meetings (up to 4)
The MIG Team will participate in up to four (4) meetings with various technical experts throughout the process. It is expected that technical experts may include utility providers, commercial lenders, and developers. Upon identifying participants in the Technical Expert Meetings, MIG will coordinate with the PMT to determine if staff from DMI, the City, and/or the BID should participate in these meetings.

7.5 Community Meeting Participation (up to 3)
The MIG Team will participate in three (3) in-person community meetings. EQT by Design will be responsible for scheduling and coordination of the community meetings. MIG will work with EQT by Design and the City of Madison, when jointly hosted, to develop the agendas, as well as any posters and handouts for the community meetings.

7.6 Community and Stakeholder Engagement Coordination and Support
MIG will work with DMI and EQT by Design to provide necessary input and feedback for additional community and stakeholder outreach that is not identified above. This may include support for digital engagement (e.g. web ready materials, social media materials, etc.) or messaging and communications as needs dictate and resources allow.

SCOPE AND BUDGET ASSUMPTIONS

The MIG Team has made the following assumptions concerning the administration of the Madison Greater Downtown Economic Investment Strategy (EIS). These assumptions are intended to clarify DMI and MIG Team roles and responsibilities.

Project Management

- The MIG Team and DMI staff will work as a team throughout the project. Project management issues that arise during the project will be dealt with quickly through a conference call or Zoom meeting to keep the process moving.
- MIG will provide project management for the overall project and be responsible for management of the Consultant team (MIG Team). MIG will prepare for and facilitate bi-weekly meetings with the Project Management Team (PMT). These meetings will often include project updates. However, the primary purpose will be working sessions to advance the project tasks and deliverables. MIG will provide an agenda and work session materials, with more time for items requiring more significant review prior to the work session. If there are no timely work session needs, MIG may cancel a meeting and provide a project update via email.
- DMI staff will be responsible for project coordination tasks throughout the process, including: providing relevant reports and documentation to the MIG Team; reviewing all documents and providing comments; publicizing and arranging public meetings; and scheduling/arranging workshops and public hearings.
- DMI staff and EQT by Design will keep MIG informed of all significant issues that arise in the community that may have a significant effect on the project (e.g., policy shifts, major project applications, major events, and major reports or studies).
- If the primary client contact or Project Manager changes during the course of the project and necessitates more than an hour of MIG staff time to reinitiate the project, this will be considered extra services.
- If the MIG Project Manager changes during the project, MIG will provide a thorough briefing and update, limiting any additional time required by the client to reinitiate the project to one hour.

Budget

- The Project Management budget assumes a 15-month schedule and additional budget will be requested for Project Management if the schedule slips more than two (2) months beyond that term.
- The project budget is an estimate of how project costs are allocated among tasks and subtasks and among MIG Team members. The MIG Team will not exceed the total contract amount without the express approval of DMI. The prime consultant (MIG, Inc.) may reallocate costs among tasks and subtasks and consultant team members in order to carry out the tasks and subtasks in the Scope of Work. MIG will notify DMI of significant cost reallocations in conjunction with monthly invoicing.

- DMI will compensate the MIG Team for work carried out at the request of DMI that is outside of the final Scope of Work included in the Primary Services Agreement. MIG will inform DMI of any work that is out-of-scope and subject to additional costs prior to conducting the work. DMI will compensate the MIG Team for this work on a time-and-expenses basis according to current bill rate schedules.
- Direct costs have been estimated based on current pricing (e.g. airfares and hotel room rates). If travel costs increase significantly over the course of the multi-year project timeframe, MIG may have to revise direct costs accordingly.

Invoicing

- MIG will bill monthly for services rendered on a task percent complete basis with expenses in addition as incurred per the contract budget.
- DMI's Project Manager will review and approve MIG's monthly invoices, which will include all work covered by the MIG Team. Any questions or issues related to the monthly invoice will be dealt with quickly through a conference call with MIG and DMI's Project Manager. DMI will pay invoices within 30 days of receipt.

Schedule

- During quarterly project schedule updates, MIG and DMI will mutually set specific dates for drafts, reviews, and finalization of each deliverable. MIG will make every effort to meet the deadlines outlined in the project schedule. DMI staff will make every effort to meet the deadlines as outlined in the project schedule developed and agreed upon by DMI and MIG.
- DMI will not hold the MIG Team responsible for schedule delays that are the result of circumstances or events beyond the control of the MIG Team.

Public Outreach

- DMI staff will be responsible for distributing any hard copies of project outreach materials prepared by MIG.
- EQT by Design will memorialize all public comments and inputs received during the public outreach process and provide this information to MIG.
- MIG will provide two (2) or three (3) staff for each in-person meeting window.
- MIG will travel to Madison up to five (5) in-person meeting windows.

Documents

- The MIG Team will provide draft examples and suggestions for document format, graphic look and content for milestone documents. DMI staff will provide clear direction for preferred format, graphics and content for milestone documents.
- If available, DMI will provide the MIG Team with graphics (e.g., logos, photographs) of local scenes, landscapes and other applicable imagery to support the production of work products, documents and outreach materials.

- DMI (and PMT and PLT as applicable) will conduct one round of review each of the administrative draft, screen-check draft, and public hearing documents, unless otherwise noted in the Work Plan. DMI's Project Manager will coordinate document review by City departments and the CCC.
- DMI staff will provide a single, consolidated set of comments in electronic format on all documents. All comments will be reviewed by DMI staff to resolve any inconsistencies and provide clear direction. If possible, changes will be provided using track-changes or similar digital comment format.
- DMI staff will not distribute working draft or administrative draft documents to decision makers or the public.
- Interim deliverables will be delivered in Microsoft Word, Microsoft Excel or PDF formats. All final deliverables will be provided in PDF format.

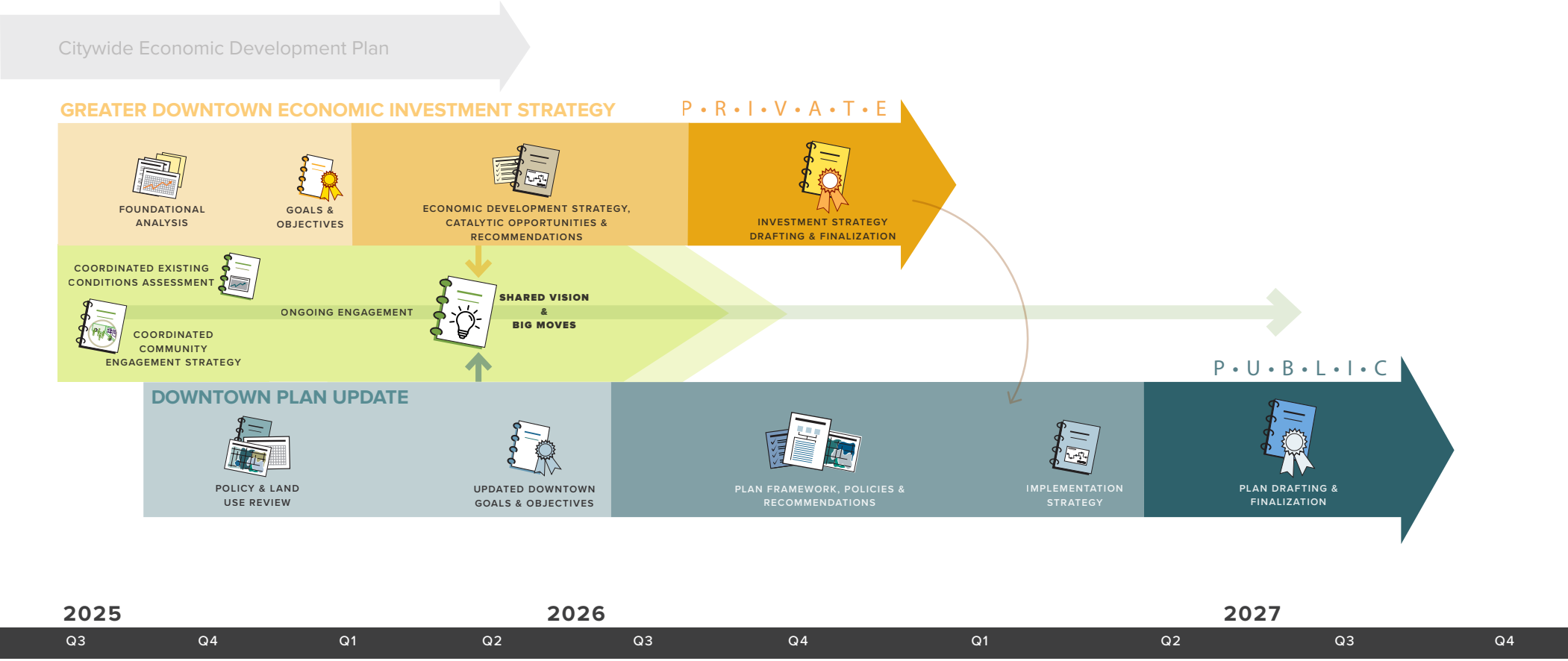
GIS and Mapping

- DMI (in partnership with the City, County, and/or State) will provide current and available GIS data that is reasonably accurate for the purpose of completing the project.
- The MIG Team will not produce any new GIS data, other than what is specifically identified in the tasks outlined in the Scope of Work. The creation of any new data will be considered extra services and require an increase in fee.
- During the project initiation phase, DMI staff will confirm the boundaries of the Greater Downtown study area that will be used during the project.

Madison Greater Downtown Economic Investment Strategy Coordination & Shared Deliverables

	Task	City Participation	City to Provide Data/ Deliverables	City to Receive Deliverables	Notes
Task 1	**Project Management and Coordination**				
1.1	DMI Breakfast Rollout	PLT			
1.2	Project Kickoff Meeting	PLT PMT			Kickoff will include City's Downtown Area Plan co-project managers, and the Planning Division Director / other staff.
1.3	Bi-Weekly Project Management Team (PMT) Meetings	PMT			PMT will include City's Downtown Area Plan co-project managers, Planning Division Director / other staff as needed.
1.4	Quarterly Project Leadership Team (PLT) Meetings	PLT			PLT will include City's PCED, Planning, and Economic Development Directors.
1.5	Ongoing Project Coordination and Communication	PMT			
1.6	Project Closeout				
Task 2	**Existing Conditions and Gap Analysis**				
2.1	Existing Mapping and Data Collection and Review	PMT	X		All relevant City data is available on the Open Data Portal. Existing Land Use data is available from Dane County. Maps created to be shared with City for use in Downtown Area Plan.
2.2	Granular Street Level Assessment	PMT	X	X	The City does not maintain data on current ground floor uses or vacancies. City will provide other data for these anaysis as available. (Analyses using and/or new data created, such as vacancy analysis, will be shared with the City for use in the Downtown Area Plan and/or other Economic Development Division programs.)
2.3	Inventory and Compilation of Existing and Planned Projects	PMT	X		Planning Current Projects is available in the open data portal.
2.4	Infrastructure and Amenities Gap Analysis	PMT	X	X	City to provide Utility service data for municipal utilities. Mapping and data created for this to be shared with the City. Utility gap analysis will likely be revisited after land use recommendations are made to update/ID other gaps.
2.5	Economic and Market Analysis	PMT	X	X	Stakeholder outreach will be coordinated with DMI & City
2.5.1	Socio-Economic Trends and Projections:	PMT PLT	X	X	City to provide most recent population projections; MIG responsible for obtaining and analyzing Census data.
2.5.2	Industry Segments	PMT		X	
2.5.3	Retail, Restaurants, and Entertainment	PMT		X	
2.5.4	Office Supply and Demand	PMT		X	
2.5.5	Housing Supply and Demand	PMT	X	X	City to provide original City data, such as data in Housing Snapshot. MIG responsible for obtaining other publicly-available and/or purchased data and identify source of housing cost data.
2.5.6	Hospitality and Tourism	PMT		X	
Task 3	**Strategy Framework**				
3.1	Draft and Refined Economic Drivers and Investment Targets	PMT PLT		X	City will be engaged in reviews and provide collated comments on these tasks via staff participation in the PLT & PMT and Big Moves specific work sessions.
3.2	Draft and Refined Goals and Objectives	PMT PLT		X	
3.3	Draft and Refined Big Moves	PMT PLT		X	
3.4	Economic Development Strategy	PMT PLT		X	
Task 4	**Recommendations and Catalytic Opportunities**				
4.1	Draft Recommendations and Maps	PMT PLT		X	City will be engaged in reviews and provide collated comments on these tasks via staff participation in the PLT & PMT.
4.2	Draft Catalytic Opportunities	PMT PLT		X	
4.3	Revised Recommendations and Maps	PMT PLT		X	
4.4	Revised Catalytic Opportunities	PMT PLT		X	
4.5	Economic Impact Analysis	PMT PLT		X	
Task 5	**Action Plan**				
5.1	Draft and Final Project, Policy and Program Prioritization and Phasing	PMT PLT		X	City will be engaged in reviews and provide collated comments on these tasks via staff participation in the PLT & PMT.
5.2	Draft and Final Funding Strategy	PMT PLT		X	
5.3	Draft and Final Governance, Management, and Oversight Strategy	PMT PLT		X	
5.4	Action Plan Summary Matrix	PMT			
Task 6	**Documentation and Adoption**				
6.1	Administrative Draft Strategy	PMT		X	City will be engaged in reviews and provide collated comments on these tasks via staff participation in the PLT & PMT, and will receive final Strategy via presentation / for acceptance to appropriate City agencies and/or BCCs.
6.2	Formatted Draft Strategy	PMT PLT		X	
6.3	Public Review Draft Strategy	PLT		X	
6.4	Adoption Process Presentation	PMT		X	
6.5	Final Strategy			X	
6.6	Executive Summary			X	
Task 7	**Community and Stakeholder Engagement**				
7.1	Community Engagement Plan Review	PMT	X	X	The City will coordinate with MIG and other DMI consultants in developing the EIS public engagment plan. EIS and Downtown Area Plan public engagement will be coordinated and City staff may participate in EIS engagement events. MIG/EQT By Design will provide the City summaries of engagement efforts to ensure feedback and source is utilized in the creation of the Downtown Area Plan.
7.2	Stakeholder Interviews and Focus Groups (16)	PMT	X	X	
7.3	Center City Collaborative Meetings (up to 4)	PMT	X	X	
7.4	Community Meeting Participation (up to 3)	PMT	X	X	
7.5	Community and Stakeholder Engagement Coordination and Support	PMT	X	X	

Coordinated Downtown Madison Study & Plan Process



City of Madison

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

Master

File Number: 89354

File ID:	89354	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/29/2025
File Name:	Accepting the Economic Development Division's "2025 Small Business Assistance Policy Paper" as the basis for structuring and conducting a Request for Proposals (RFP) process and authorizing the Community and Economic Development Divisions to undertake thi			**Final Action:**	

Title: Accepting the Economic Development Division's "2025 Small Business Assistance Policy Paper" as the basis for structuring and conducting a Request for Proposals (RFP) process and authorizing the Community and Economic Development Divisions to undertake this process and recommend, for approval by the Common Council, a funding allocation plan regarding awards and contracts that will take effect on or after January 1, 2026 (Citywide).

Notes:

		CC Agenda Date:	08/05/2025
		Agenda Number:	87.
Sponsors:	John P. Guequierre, Barbara Harrington-McKinney And Dina Nina Martinez-Rutherford	**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:	Linette Rhodes	**Hearing Date:**	
Entered by:	mbohrod@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	7/30/2025	Maggie McClain	Approve	8/18/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Community Development Division	07/29/2025	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction
Notes: Finance Committee (8/25/25), Community Development Block Grant Committee (8/7/25), Common Council (9/2/25)

Text of Legislative File 89354

Fiscal Note

Fiscal note pending.

Title

Accepting the Economic Development Division's "2025 Small Business Assistance Policy Paper" as the basis for structuring and conducting a Request for Proposals (RFP) process and authorizing the Community and Economic Development Divisions to undertake this process and recommend, for approval by the Common Council, a funding allocation plan regarding awards and contracts that will take effect on or after January 1, 2026 (Citywide).

Body

The proposed resolution accepts a staff-prepared "2025 Small Business Assistance Policy Paper" and authorizes the Economic Development Division (EDD) and Community Development Division (CDD) to use its content to guide a funding process to allocate $450,000 of federal Community Development Block Grant (CDBG) funds to support small business assistance. EDD and CDD staff will present recommendations for Common Council approval regarding the allocation of these funds to community partners for use in contracts that will take effect on or after January 1, 2026.

The City of Madison has long-supported organizations that provide assistance to small businesses as part of its strategy to have a growing, diversified economy that offers opportunities for both businesses and residents to prosper. CDBG funds, which are administered in CDD, have been used for many years to help achieve the City's Small Business Assistance goals. More specifically, the funds have supported the provision of technical assistance to micro enterprises and provided loans to small business owners to help them grow their businesses and create jobs.

CDD has worked closely with EDD in the use of CDBG funds for small business assistance and, in 2021, turned over to EDD staff primary responsibility for administering contracts funded with CDBG dollars. In the 2025-2029 Consolidated Plan, approved by the Common Council on March 11, 2025 (RES-25-00181, Legistar File #87293), the annual commitment of CDBG funding for small business assistance was increased from $249,000 to $450,000, the first increase in many years. That does not include funds available within current Revolving Loan accounts established through existing lending programs.

The RFP process that this resolution authorizes will be the first time that these funds have been put out to bid since 2014. The policy paper contemplates little change from the current focus on improving access to financial and technical assistance for entrepreneurs and small business owners, however the RFP will provide an opportunity for new organizations and new strategies to achieve those objectives.

Action Items

WHEREAS, small businesses are a critical component of our local economy as they provide essential goods and services, create opportunities for local employment and contribute to the overall quality of life in Madison; and,

WHEREAS, small business owners continue to face challenges such as obtaining access to both financial and social capital, education, training, and technology; and,

WHEREAS, organizations that assist small businesses provide crucial services to help them navigate these challenges by providing financial and technical assistance, mentoring and training, and other services that are necessary for small business owners to start and grow their enterprises; and,

WHEREAS, one element of the City's support for small businesses has been the use of federal Community Development Block Grant (CDBG) funds, administered within the Community Development Division (CDD), funds which have been used to provide both financial and technical assistance to entrepreneurs and small business owners in Madison; and,

WHEREAS, the City's 2025-2029 Consolidated Plan, approved by Common Council on March 11, 2025 via RES-25-00181 (Legistar #87293) and subsequently approved by U.S. Department of Housing and Urban Development, which outlines the City's intended use of CDBG funds, calls for $450,000 to be dedicated to small business assistance, a $200,000 increase from current funding; and,

WHEREAS, a staff-prepared policy paper, if approved by the Common Council, will direct the continued use of CDBG funds to support financial and technical assistance for entrepreneurs and small business owners, with an emphasis on creating new jobs; and,

WHEREAS, those objectives will be pursued through an RFP process in which EDD and CDD will solicit proposals from local organizations seeking funding to support programs and activities focused on assisting small businesses.

NOW, THEREFORE BE IT RESOLVED that the Common Council accepts the 2025 Small Business Assistance Policy Paper as the basis for developing a Request for Proposals process; and,

BE IT FURTHER RESOLVED, that the Council authorizes Economic Development and Community Development Division staff to conduct an RFP process and develop funding allocation recommendations for consideration and approval by the Common Council, that will support contracts with selected agencies beginning on or after January 1, 2026.

City of Madison

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Madison, WI 53703
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Master

File Number: 89355

File ID:	89355	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/29/2025
File Name:	Amending the capital improvement projects identified in the Hawthorne-Truax Neighborhood Plan, previously approved by Common Council via RES-24-00690 (Legistar #85812), to redirect Community Development Block Grant (CDBG) funds from lighting improvements			**Final Action:**	

Title: Amending the capital improvement projects identified in the Hawthorne-Truax Neighborhood Plan, previously approved by Common Council via RES-24-00690 (Legistar #85812), to redirect Community Development Block Grant (CDBG) funds from lighting improvements to the creation of an art mural at Hawthorne Elementary School (District 12).

Notes:

CC Agenda Date: 08/05/2025

Agenda Number: 88.

Sponsors: John P. Guequierre, Barbara Harrington-McKinney And Dina Nina Martinez-Rutherford

Effective Date:

Attachments:

Enactment Number:

Author: Linette Rhodes

Hearing Date:

Entered by: mbohrod@cityofmadison.com

Published Date:

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	7/30/2025	Maggie McClain	Approve	8/18/2025

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Community Development Division	07/29/2025	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction

Notes: Finance Committee (8/25/25), Community Development Block Grant Committee (8/7/25), Common Council (9/2/25)

Text of Legislative File 89355

Fiscal Note

Fiscal note pending.

Title

Amending the capital improvement projects identified in the Hawthorne-Truax Neighborhood Plan, previously approved by Common Council via RES-24-00690 (Legistar #85812), to redirect Community Development Block Grant (CDBG) funds from lighting improvements to the creation of an art mural at Hawthorne Elementary School (District 12).

Body

Background

The Community Development Division (CDD) and Community Development Block Grant (CDBG) Committee, in cooperation with the City's Planning Division, undertook a neighborhood planning effort in Hawthorne-Truax neighborhood. The resulting Plan, adopted by the Common Council in March 2023, via RES-23-00270 (Legistar #76399), included implementation priorities designed to address specific neighborhood objectives. While engaging in the planning process, neighborhood residents provided feedback on potential capital improvement projects that could be carried out with the use of federal CDBG funds.

The CDD's Adopted 2023 Operating Budget authorized the use of up to $250,000 of CDBG funds to implement prioritized projects identified in the Hawthorne-Truax plan that are eligible for CDBG funds. Further, on November 26, 2024 via RES-24-00690 (Legistar #85812) the Common Council approved the use of CDBG funds to support several small-scale capital improvement projects prioritized from the Hawthorne-Truax plan.

In subsequent engagement with the neighborhood association, there has been some change in prioritization of projects, namely, replacing lighting upgrades in favor of a new mural to be placed on the Hawthorne Elementary School to enhance the beautification of the neighborhood. This resolution implements that decision.

Body

WHEREAS, on November 26, 2024, the Common Council approved up to $250,000 of federal CDBG funds via RES-24-00690 (Legistar #85812) to be deployed for various capital improvement projects called for in the Hawthrone-Truax neighborhood plan; and,

WHEREAS, the Hawthorne Neighborhood Association has since changed its prioritization of proposed capital projects and, with staff approval, requests a reallocation of up to $5,000 of authorized CDBG funds from lighting improvements to art installation; and,

WHEREAS, the installation of art within a CDBG Targeted Neighborhood is an eligible use of CDBG funds and meets national objectives set forth in CDBG regulations; and,

WHEREAS, through the previously referenced Resolution, the Council did authorize the use of up to $110,000 of CDBG funds to enable the Madison Metropolitan School District (MMSD) to purchase exercise equipment for public use, and public art at Hawthorne Elementary School, to be increased to not more than $115,000 to include additional art installation.

NOW, THEREFORE, BE IT RESOLVED that the Common Council authorizes an amendment to the list of approved CDBG capital improvements identified in the Hawthrone-Truax Neighborhood Plan to support art installation at Hawthorne Elementary School; and,

BE IT FURTHER RESOLVED that the Council also authorizes the Mayor and City Clerk to enter into a written agreement with the Madison Metropolitan School District (MMSD) for the purpose of implementing the approved projects at Hawthorne Elementary School; and,

BE IT FINALLY RESOLVED, that the Council authorizes the Community Development Division to enter into a Memorandum of Understanding agreement with the Planning Division for purposes of overseeing the projects.

City of Madison

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Master

File Number: 89356

File ID:	89356	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/29/2025
File Name:	Authorizing a loan of up to $43,000 to Solace Friends, Inc. from the Community Facilities Loan Program to help finance exterior improvements to its facility located at 4142 Monona Drive, Madison WI, and authorizing the Mayor and City Clerk to sign an agr			**Final Action:**	

Title: Authorizing a loan of up to $43,000 to Solace Friends, Inc. from the Community Facilities Loan Program to help finance exterior improvements to its facility located at 4142 Monona Drive, Madison WI, and authorizing the Mayor and City Clerk to sign an agreement for that purpose (District 15).

Notes:

		CC Agenda Date:	08/05/2025
		Agenda Number:	89.
Sponsors:	John P. Guequierre, Barbara Harrington-McKinney And Dina Nina Martinez-Rutherford	**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:	Linette Rhodes	**Hearing Date:**	
Entered by:	mbohrod@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	7/30/2025	Maggie McClain	Approve	8/18/2025

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Community Development Division	07/29/2025	Referred for Introduction				

Action Text: This Resolution was Referred for Introduction
Notes: Finance Committee (8/25/25), Community Development Block Grant Committee (8/7/25), Common Council (9/2/25)

Text of Legislative File 89356

Fiscal Note
Fiscal note pending.

Title
Authorizing a loan of up to $43,000 to Solace Friends, Inc. from the Community Facilities Loan Program to help finance exterior improvements to its facility located at 4142 Monona Drive, Madison WI, and authorizing the Mayor and City Clerk to sign an agreement for that purpose (District 15).

Body
WHEREAS, the City of Madison's Community Facilities Loan (CFL) Program provides low-cost financing to support non-residential development projects undertaken by non-profit organizations in the City of Madison that involve the acquisition of property or substantial expansion, redevelopment, improvement or rehabilitation of property the organizations currently own or lease; and,

WHEREAS, the City's objective through the CFL Program is to create or improve safe, accessible, energy
efficient and well-maintained community and neighborhood facilities; and,

WHEREAS, Solace Friends, Inc. operates Solace Home, a 4-bed adult family home licensed by the Wisconsin Department of Health Services, which provides care to persons aged 18 and over experiencing the dual challenges of homelessness and terminal illness; and,

WHEREAS, Solace Friends, Inc. purchased property in August of 2022 and completed over $600,000 of renovations to make the internal space and access doors compliant with adult family home regulatory requirements; and,

WHEREAS, Solace Friends now seeks assistance through the CFL Program to help pay for about $90,000 of exterior improvements that include installing a fully accessible outdoor deck, adding fencing to address safety and privacy, and expanding and leveling the driveway area; and,

WHEREAS, as a non-profit organization that provides programming and services primarily to low- and moderate-income households, Solace Friends, Inc. meets the eligibility requirements of the CFL Program; and,

WHEREAS, Solace Friends, Inc. presents a total project budget of approximately $86,000 and the CFL
Program guidelines limit offers of financial assistance for improvements to properties owned by applicants to not more than the lesser of $300,000 or 50% of total eligible project costs; and,

WHEREAS, awards offered under the CFL Program are made in the form of a zero percent long-term deferred loan, repayable upon the sale or change of use of the property.

NOW, THEREFORE, BE IT RESOLVED, that the Common Council authorizes a loan of up to $43,000 loan from the Community Facilities Loan Program to Solace Friends, Inc. for planned improvements at 4142 Monona Drive, Madison; and,

BE IT FURTHER RESOLVED that the Council authorizes the Mayor and City Clerk to execute,

deliver, publish, file and record such other documents, instruments, notices and records, and take such other actions as shall be deemed necessary or desirable to accomplish the purpose of this Resolution.

City of Madison

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Madison, WI 53703
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Master

File Number: 89377

File ID:	89377	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/30/2025
File Name:	Fourier Drive Tax Settlement			**Final Action:**	

Title: Authorizing the settlement and payment of a tax refund for tax year 2023 for 1255 Fourier LLC v. City of Madison, Dane County Circuit Court Case number 2024CV001488. Authorizing entry into settlement agreement and approving payment of approximately $76,036.22 from City resources to effectuate the settlement, $30,360.03 represents the City's approximate portion of the settlement. (District 9)

Notes: FourierTaxSettlement2023

		CC Agenda Date:	08/05/2025
		Agenda Number:	90.
Sponsors:	Satya V. Rhodes-Conway	**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:	Jason Donker	**Hearing Date:**	
Entered by:	mglaeser@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	7/31/2025	Ryan Pennington	Approve	8/19/2025

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Attorney's Office	07/30/2025	Referred for Introduction				

Action Text: This Ordinance was Referred for Introduction
Notes: Finance Committee (8/25/25), Common Council (9/2/25)

Text of Legislative File 89377

Fiscal Note

The proposed resolution authorizes a $76,036 total tax refund pursuant to a settlement agreement and approves payment of $30,360 from City resources to represent the City's share of the settlement. The subject property is located at 1255 Fourier Drive. The city's share of the refund will be paid through a reduction in property tax revenue budgeted in the 2025 Adopted Operating Budget. Other taxing jurisdictions (Dane County, Madison Metropolitan School District and Madison College) will pay their respective shares of the refund. If approved by the Wisconsin Department of Revenue, tax refunds can be recovered through levy limit adjustments.

Title

Authorizing the settlement and payment of a tax refund for tax year 2023 for 1255 Fourier LLC v. City of Madison, Dane County Circuit Court Case number 2024CV001488. Authorizing entry into settlement agreement and approving payment of approximately $76,036.22 from City resources to effectuate the settlement, $30,360.03 represents the City's approximate portion of the settlement. (District 9)

Body

Background

The subject property is an office building with 129,782 square feet of rentable space which completed construction around 2018. Sauk Trails Plaza II, tax parcel number 0708-151-0310-9 located at 1255 Fourier Drive. The subject property is in excellent condition and is located in one of the most desirable office parks in the City of Madison. The assessment of this property was challenging given the effect of the pandemic and increase in remote working causing volatility in the demand for office space. The unique attributes and lack of comparable properties within the City of Madison required reliance on comparable properties from other jurisdictions where the comparable properties have higher vacancy rates, impacting the assessed value of the subject property.

The City set the assessment and the Board of Review sustained the assessment based on the best information practicably available at the time. The property owner brought suit in Dane County Circuit Court pursuant to Wis. Stat. § 74.37 as a claim for excessive assessment for tax year 2023. Plaintiff hired an expert to conduct a retroactive appraisal of the subject property pursuant to the lawsuit and both parties engaged in discovery for the exchange of relevant information.

Settlement

Based on the additional appraisal and discovery conducted in this case the parties have reached a tentative settlement in this matter reducing 2023 assessment.

2023 assessment of $33,002,100.00 reduced to $28,500,000.00.

The tentative settlement based on recalculated assessments for tax year 2023 would result in a total refund of approximately $76,036.22. This resolution seeks approval of the settlement agreement with 1255 Fourier LLC along with all other approvals necessary to carry out the settlement including adjusting the City's revenues.

Under the proposed settlement, 1255 Fourier LLC would be paid a total of approximately $76,036.22 as a refund for tax year 2023 and in turn the parties would stipulate to the dismissal of the lawsuit. 1255 Fourier LLC will not be paid any additional interest, costs or fees. This resolution authorizes the City Attorney to sign the Settlement Agreement on behalf of the City of Madison. The City's share of the settlement is approximately $30,360.03.

The City Attorney and the City Assessor recommend the approval of the proposed Settlement Agreement.

Necessary Authorizations
This resolution

1. Approves the Settlement as outlined above.
2. Authorizes the City Attorney to sign the Settlement Agreement on behalf of the City.
3. Approves the payment in total of approximately $76,036.22 to settle tax year 2023.
4. The City's share of the settlement is approximately $30,360.03.

Resolution
WHEREAS, 1255 Fourier LLC pursued an action against the City of Madison for excessive assessment for its property located at 1255 Fourier Drive for tax year 2023; and

WHEREAS, 1255 Fourier LLC and City of Madison have reached a proposed settlement regarding the 2023 assessment, which settlement the Common Council finds is in the best interest of the City; and

WHEREAS, the City Attorney, City Assessor, and Finance Director all recommend the approval of the settlement as described in this resolution; the City Attorney will subsequently enter into a Settlement Agreement for the following total tax refund of approximately $76,036.22 with no additional interest or costs.

NOW, THEREFORE BE IT RESOLVED, that the Common Council authorizes the payment of approximately $76,036.22 from City resources to 1255 Fourier LLC, in full settlement for tax year 2023;

BE IT FURTHER RESOLVED, that the Assessor and other City staff are authorized to file for reimbursement ("Chargeback") from other taxing jurisdictions pursuant to Wisconsin Department of Revenue procedures; and

BE IT FURTHER RESOLVED, that the City Attorney is authorized to sign the settlement agreement on behalf of the City of Madison; and

BE IT FINALLY RESOLVED, that the City's share of the settlement is approximately $30,360.03.

City of Madison

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Master

File Number: 89378

File ID:	89378	**File Type:**	Resolution	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/30/2025
File Name:	Authorizing the allocation of up to $2,000,000 of City Affordable Housing Funds to help the Madison Revitalization and Community Development Corporation (MRCDC) finance the rehabilitation and preservation of seven (7) units of rental housing and common ar			**Final Action:**	

Title: Authorizing the allocation of up to $2,000,000 of City Affordable Housing Funds to help the Madison Revitalization and Community Development Corporation (MRCDC) finance the rehabilitation and preservation of seven (7) units of rental housing and common area improvements at separate scattered site properties, and the Community Development Authority (CDA) finance the rehabilitation and preservation of eleven (11) units of rental housing at Monona Shores Apartments, and authorizing the Mayor and the City Clerk to enter into Loan Agreements. (District 5, District 10, District 11, District 14, District 16)

Notes:

		CC Agenda Date:	08/05/2025
		Agenda Number:	91.
Sponsors:	John P. Guequierre, Barbara Harrington-McKinney And Dina Nina Martinez-Rutherford	**Effective Date:**	
Attachments:		**Enactment Number:**	
Author:	Linette Rhodes	**Hearing Date:**	
Entered by:	mbohrod@cityofmadison.com	**Published Date:**	

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	7/30/2025	Maggie McClain	Approve	8/19/2025

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

1	Community Development Division	07/30/2025	Referred for Introduction

Action Text: This Resolution was Referred for Introduction

Notes: Finance Committee (8/25/25), Community Development Block Grant Committee (8/7/25), Common Council (9/2/25)

Text of Legislative File 89378

Fiscal Note

Fiscal note pending.

Title

Authorizing the allocation of up to $2,000,000 of City Affordable Housing Funds to help the Madison Revitalization and Community Development Corporation (MRCDC) finance the rehabilitation and preservation of seven (7) units of rental housing and common area improvements at separate scattered site properties, and the Community Development Authority (CDA) finance the rehabilitation and preservation of eleven (11) units of rental housing at Monona Shores Apartments, and authorizing the Mayor and the City Clerk to enter into Loan Agreements. (District 5, District 10, District 11, District 14, District 16)

Body

Background

The Madison Revitalization and Community Development Corporation (MRCDC) was established on September 8, 1998, to invest in, receive, hold, use, and dispose of real or personal property and to engage in related activities to facilitate community redevelopment. The MRCDC is recognized under Wisconsin state law as a non-stock, 501(c)(3) Non-Profit Corporation and is legally separate from the Madison Community Development Authority (CDA). The MRCDC's primary mission is to serve and be accountable to low-income persons and communities through representation on its governing board. The MRCDC has corporate bylaws which govern its operating rules.

On January 1, 2022, the MRCDC acquired 12 scattered site properties (total of 32 housing units) of former Public Housing from the CDA. The MRCDC maintains these properties as affordable housing for families with household incomes at or below 80 percent of the Area Median Income (AMI) through a recorded, long-term land-use restriction (affordability covenant), as required by HUD. The MRCDC has entered into a Section 8 Project-Based Voucher contract with the Madison Housing Authority (CDA) to provide rent subsidies at each rental unit.

Although the properties have been generally well-maintained, the ability to make long-term capital improvements is much more limited. Since it acquired the properties, MRCDC has completed three phases of rehabilitation across the portfolio with financial support from Council-approved Affordable Housing Fund awards (Legistar Files #79138 and #74137). The funding proposed in this resolution (approximately $1.6 million) will support the final phase-completing rehabilitation of the remaining seven (7) units as well as common area improvements-ensuring the entire portfolio meets long-term livability, sustainability and affordability goals.

The remaining funds are needed by the CDA to support the rehabilitation of eleven (11) units at a property it owns at 2 Waunona Woods Ct., in Madison, known as Monona Shores Apartments. The CDA provides affordable housing services to low- and moderate-income households in Madison including at this 104-unit rental property.

The MRCDC's scattered site housing portfolio and CDA's Monona Shores Apartments are valuable affordable housing resources to the City of Madison. As Public Housing, the lack of

sufficient financial resources, under the significantly under-funded Public Housing program, prevented needed rehabilitation. Providing the funds to support those investments now will enhance the quality and livability of 18 homes for lower income households today and ensure they remain affordable for current and future tenants.

Action Items

WHEREAS, the Madison Revitalization and Community Development Corporation (MRCDC) was established on September 8, 1998 to invest in, receive, hold, use, and dispose of real or personal property and to engage in related activities to facilitate community redevelopment; and,

WHEREAS, the MRCDC is managed by the Community Development Authority (CDA), but is a separate legal entity; and,

WHEREAS, the MRCDC acquired scattered site properties from the CDA in January 2022, which removed the units from Public Housing program restrictions; and,

WHEREAS, MRCDC and CDA have indicated their commitment to preserving the long term affordability of the units, consistent with the City's goal of maintaining and expanding the supply of affordable housing; and,

WHEREAS, MRCDC and CDA have committed to rehabilitating these properties as units become vacant to address capital improvement needs, modernize living conditions, and enhance long-term sustainability; and,

WHEREAS, the CDA owns the 104-unit Monona Shores Apartments property, and needs assistance to rehabilitate units within that development; 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 the proposed MRCDC and CDA rehabilitation efforts.

NOW, THEREFORE, BE IT RESOLVED, that the Common Council approves awarding up to $1,640,000 of Affordable Housing Funds to the MRCDC to undertake the fourth phase of rehabilitation that will improve 7 housing units and improve common areas within its 32-unit scattered site portfolio; and up to $360,000 to the CDA for the purpose of rehabilitating at least 11 units of housing at its Monona Shores Apartments property; 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 MRCDC and 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: 89286

File ID:	89286	**File Type:**	License	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/23/2025
File Name:				**Final Action:**	

Title: Public Hearing - License Transfer
Cherokee Park Inc • dba TPC Wisconsin
Transfer from 5105 N Sherman Ave to 5103 N Sherman Ave
Estimated Capacity (in/out): 48/20
Class B Combination Liquor & Beer • 10% alcohol, 10% food, 80% other
Police Sector 510 (District 18)

Notes:

		CC Agenda Date:	08/05/2025
		Agenda Number:	92.
Sponsors:		**Effective Date:**	
Attachments:	LICTLL-2025-00684 App.pdf, 5103 N Sherman 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	07/23/2025	Referred for Introduction				

Action Text: This License was Referred for Introduction
Notes: Alcohol License Review Committee- Public Hearing (8/20/25), Common Council (9/2/25)

Text of Legislative File 89286

Title

Public Hearing - License Transfer
Cherokee Park Inc • dba TPC Wisconsin
Transfer from 5105 N Sherman Ave to 5103 N Sherman Ave
Estimated Capacity (in/out): 48/20
Class B Combination Liquor & Beer • 10% alcohol, 10% food, 80% other
Police Sector 510 (District 18)

Transfer of License Location

1225

(Agenda Item Number)

(Legistar file number)

ucTL-2025-00684

(License number)

18 (Alder District #) 510 (Police Sector)

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 **cannot** be used for a **Reserve Class B Combination Liquor & Beer licenses**.
- A completed City of Madison Liquor/Beer License Application should accompany this form.
- The fees will total $110: $100 Publication Fee and $10 License Transfer Fee.

Licensed Premises Information

This application modifies existing alcohol license number: LICLB-2025-00254

Business dba Name: TPC Wisconsin

Licensed Address: 5105 N. Sherman Ave, Madison, WI 53704

Liquor/Beer Agent Name: Dennis Tiziani Alder, District #: 18, Alder Glenn

Corporate Information

Business Legal Name (as on WI State Sellers Permit): Cherokee Park Inc LLC

Business Mailing Address: 1659 Players Dr., Madison, WI 53704

Business Contact Name, Position: Dave Olesczuk, Executive VP

Business Phone: 608-707-0701 Business Email: DOlesczuk@TPCWisconsin.com

New Premise Information

☐ Include floor plans with the application

Address: 5103 N. Sherman Ave, Madison, WI 53704

Physical description of building/land: Same Building as applied and approved at 5105 N. Sherman- Wrong address was put on application.

Is any other business conducted on same premises? ☐ No ☒ Yes: Golf lessons, Club Fitting

Was this location licensed for beer or liquor during the past year? ☒ No ☐ Yes – see below

Name and address of previous licensee: _____

REV 09/2021

continued on page two - OVER

1226

Will the previous licensee surrender its license? ☐ Yes ☐ No WE HAVE AN APPROVED LICE... WE ARE CORRECTING ADDRESS.

State any interest, directly or indirectly, that any brewer, bottler, wholesaler, manufacturer, or rectifier will hold in the premises for which you are applying: IT SHOULD BE 5103 N. SHERMAN, NOT 5105 N. SHERMAN.

NONE

If you do not own the fixtures, state the manner, terms and conditions under which said fixtures are held:

☒ Include City of Madison Alcohol License application form

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 , 7-11-25 *Date*

REV 09/2021

Liquor/Beer License Application

1227

(Agenda Item Number)

(Legistar file number)

LICLIB 2025-0025

(License number)

18 (Alder District #) 510 (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.

   Cherokee Park Inc

2. Trade Name (doing business as) TPC Wisconsin

3. Address to be licensed 5103 N. Sherman Ave, Madison, WI 53704

4. Mailing address 1659 Players Dr, Madison, WI 53704

5. Anticipated opening date The building is open

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)

   Additional location for Cherokee Park Inc

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.

   3655 Square foot building, driving range

   All alcohol stored in locked coolers and cabinets

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

Indoor: 48 Outdoor: 20

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

Private paved parking lot Lighting & 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 Dennis Tiziani

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

14. How long has the agent continuously resided in the State of Wisconsin? 53 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 1972

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

Wisconsin 1961

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	Dennis Tiziani	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.

Dennis Tiziani

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) Dennis is the agent for existing license held by Cherokee Park Inc.

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 Golf Academy

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: Private instruction, retail

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:
10 % Alcohol 10 % Food 80 % Other
If applicable, describe "Other": Private Instruction, retail
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_____.

38. State Seller's Permit 4 5 6 - 0 0 0 0 2 5 3 5 0 6 - 0 3

39. Federal Employer Identification Number 39 - 0992840

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

Contact person DAVE OLESCZUK

Business phone (608) 707-0701 Business e-mail address DOLESCZUK@TACWISCONSIN.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 _____

1231

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)

7-11-25
(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 _____

August 2025 ALRC New License

Class A Licenses.csv

All items

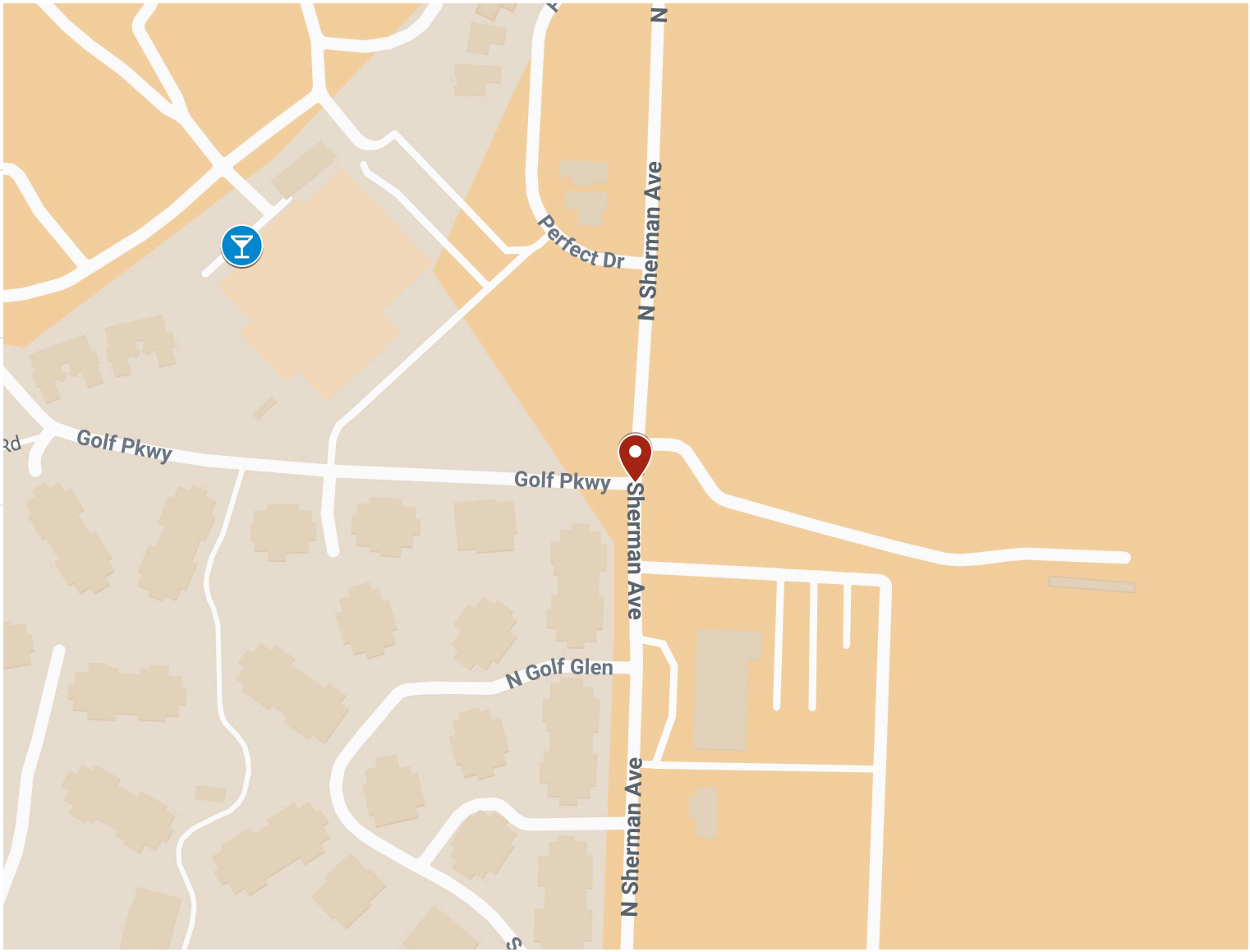
Class B Licenses.csv

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: 89287

File ID:	89287	**File Type:**	License	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/23/2025
File Name:				**Final Action:**	

Title: Public Hearing - New License
Pink Heifer LLC • dba Pink Heifer BBQ Saloon
569 State St • Agent: Jorden Fox
Estimated Capacity (in/out): 70/0
Class B Combination Liquor & Beer • 10% alcohol, 85% food, 5% other
Police Sector 403 (District 2)

Notes:

CC Agenda Date: 08/05/2025

Agenda Number: 93.

Sponsors:

Effective Date:

Attachments: LICLIB-2025-00648 App.pdf, LICLIB-2025-00648 Supplemental.pdf, 569 State St 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	07/23/2025	Referred for Introduction				

Action Text: This License was Referred for Introduction
Notes: Alcohol License Review Committee- Public Hearing (8/20/25), Common Council (9/2/25)

Text of Legislative File 89287

Title

Public Hearing - New License
Pink Heifer LLC • dba Pink Heifer BBQ Saloon
569 State St • Agent: Jorden Fox
Estimated Capacity (in/out): 70/0
Class B Combination Liquor & Beer • 10% alcohol, 85% food, 5% other
Police Sector 403 (District 2)

1235

Liquor/Beer License Application

(Agenda Item Number)

(Legistar file number)

LICLIB-2025-00648
(License number)

(Alder District #) (Police Sector)

Office Use Only

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

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.

   Pink Heifer LLC

2. Trade Name (doing business as) Pink Heifer BBQ Saloon

3. Address to be licensed 569 State Street, Madison, Wisconsin 53703

4. Mailing address PO Box 696, Monticello, Wisconsin 53570

5. Anticipated opening date September 28, 2025

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.

   569 State Street, Madison, Wisconsin 53570; Sold behind the service counter: Stored in storage rooms, display areas and refrigerated areas.

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

Indoor: 60 - 75 people Outdoor: N/A

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

There is nearby street parking, private lots and public parking garages. We shall use surveillance cameras in and around our 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 Jorden Fox

13. City, state in which agent resides Verona, Wisconsin

14. How long has the agent continuously resided in the State of Wisconsin? 11 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 06/27/2025

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

Wisconsin; 2021

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	Lauren A. Fox	Monticello, Wisconsin
Member	Jorden W. Fox	Verona, Wisconsin

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.

Registered Agents, Inc., 2800 E. Enterprise Avenue, Suite 333, Appleton, Wisconsin 54913

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) Pink Heifer LLC d/b/a Pink Heifer Saloon and Smokehouse
149 N. Main Street, Monticello, Wisconsin 53570

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 AM - 1 AM	11 AM - 1 AM	11 AM - 1 AM	11 AM - 1 AM	11AM - 2 AM	11 AM 2 AM	11 AM 2 AM
(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. BBQ meats; Side dishes; Non-alcoholic beverages; Various branded merchandise

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:
10 % Alcohol 85 % Food 5 % Other

If applicable, describe "Other": Various branded 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? _____

_____

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 2026.

38. State Seller's Permit 4 5 6 - 1 0 3 0 7 1 3 3 7 9 - 0 4

39. Federal Employer Identification Number 86-3779269

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

Contact person Jorden W. Fox

Business phone (310)993-9844 Business e-mail address Jorden@PinkHeifer.com

Preferred language English

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

☐ Yes (language: N/A)

☐ 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 N/A

Phone _____ E-mail _____

1239

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)

07/03/2025
(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 _____

PINK HEIFER BBQ SALOON

569 STATE STREET MADISON WISCONSIN

BUSINESS PLAN

569 State Street, Madison is an existing commercial space located next to Mooyah Burgers, Fries & Shakes. A diagram of the premises is attached hereto.

We currently operate the Pink Heifer Saloon & Smokehouse in Monticello, Wisconsin.

Our Madison State Street restaurant, Pink Heifer BBQ Saloon, will offer fast-casual dining with counter service, serving Texas-style brisket, chicken, pork, southwest salad, macaroni and cheese and vegetarian options along with a wide range of non-alcoholic and alcoholic beverages including wines, beers, ciders and pre-packaged alcoholic beverages.

We look forward to offering an additional quality restaurant opportunity to the Madison State Street Neighborhood.

Pink Heifer Madison-Tentative Menu

Food/Non-Alcoholic Drink

Sandwiches (Chicken, Brisket or Pork)- $7.95-15.95

Platters (Chicken, Brisket or Pork)

Single Protein, 2 sides – $15-25

2 Protein, 2 side - $18-28

Mac n Cheese- Choice of Protein $6-15

Sides- $5-10

Bean

Slaw

Corn

Southwest Salad- Choice of Protein $10-16

Ceasar Salad- Choice of Protein $6-12

Brisket and Cheddar egg rolls (2)- $7

Fountain/Draft Soda- $2-5

Alcohol

Tap Beer- $3.50-7

Single Serve Wine - $6-10

Single Serve Beer/Seltzer- $3-10

AMENDMENTS TO LIQUOR/BEER LICENSE APPLICATION OF PINK HEIFER LLC

RECEIVED
JUL 08 2025
MADISON CITY CLERK

3. Address to be licensed 567 State Street, Madison, Wisconsin 53703

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.

567 State Street, Madison, Wisconsin 53703; Sold from behind the service counter; Stored in storage rooms, display areas and refrigerated areas.

7/8/25

Jorden W. Fox

Member of Pink Heifer LLC

Joesph Fox

Madison, WI

Pink Heifer - BBQ Saloon

SHEET INDEX	
SHEET NUMBER	SHEET NAME
FS1.0	TITLE SHEET
FS1.1	FOODSERVICE EQUIPMENT PLAN
FS1.2	FOODSERVICE EQUIPMENT ELEVATIONS & PERSPECTIVES
FS1.3	FOODSERVICE EQUIPMENT ELEVATIONS & PERSPECTIVES

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Foodservice Design Division of:

Kenich's

#	DATE:	DESCRIPTION:

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PROJECT:

Pink Heifer - BBQ Saloon

569 State St. Madison, WI 53703

SHEET TITLE:

TITLE SHEET

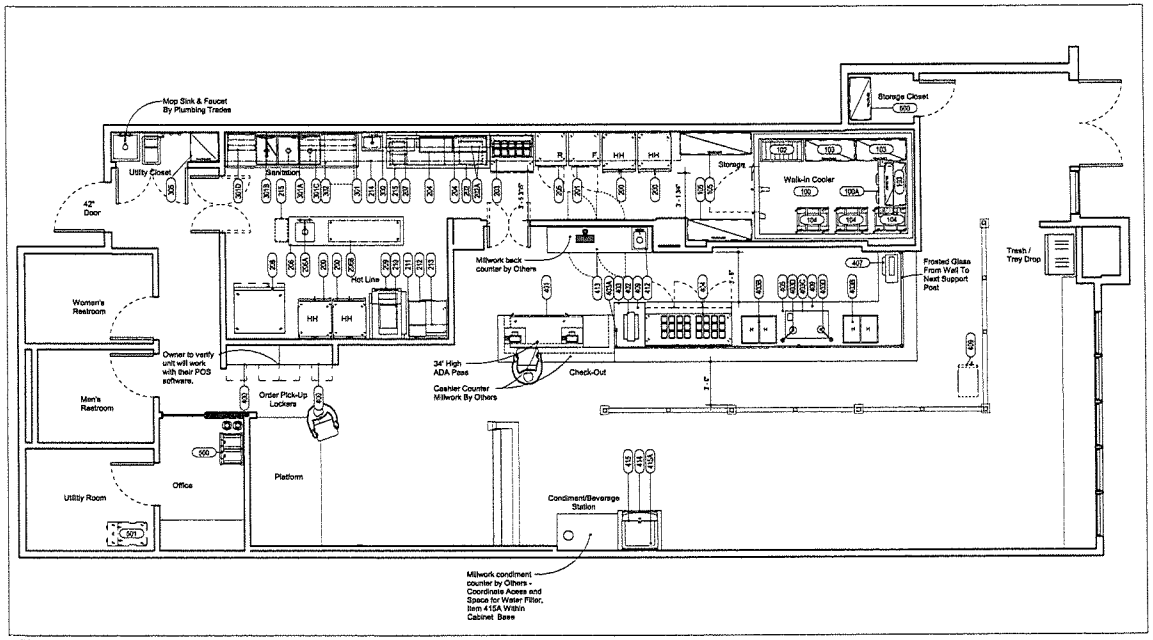
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DATE: 06-26-2025

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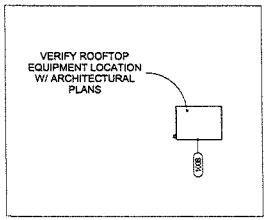
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SHEET NO:

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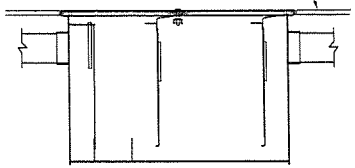


1 FOODSERVICE EQUIPMENT PLAN
1/4" = 1'-0"



2 ROOFTOP EQUIPMENT
1/4" = 1'-0"

If located in the kitchen, units are to be recessed, flush with top of finished floor and removal of cover shall not interfere with the operation of equipment items. If recessing the grease interceptor is not possible coordinate proposed location with GLCD to prevent conflicts with foodservice equipment.



The need for a grease or solid waste interceptor and its size is to be determined by the Architect and Mechanical Engineer & installed by Mechanical Trade.

3 GREASE INTERCEPTOR - BY OTHERS
1 1/2" = 1'-0"

Design - Scope and Coordination Notes :

Architectural Coordination:

1. All lighting fixtures provided within Kitchen, Sanitation, over serving counters, and areas with storage of open food shall be provided with shatterproof light source and/or enclosures.

2. Lighting shall be designed within Kitchen, Sanitation, or other processing areas to provide 50 ft. candles at the surface on which employees will be working with food or equipment. A light intensity of 20 ft. candles must be maintained where food is provided for self-service or where packaged food products are sold.

3. Wall and ceiling finishes in all Kitchen, Sanitation, Storage, and other processing areas shall be of a smooth, washable, nonporous, durable finish.

4. Where floors meet with walls or other vertical surfaces they shall be provided with a coved corner and extend 6" up the vertical surface.

5. Floors throughout the Kitchen, Sanitation and Storage areas shall be of a durable, smooth, nonporous, washable surface. If floor is to be tiled, it is recommended that quarry tile be used with a dark epoxy grout.

6. Provide at least one 42" wide or larger door into all kitchen and serving areas for future installation and removal of equipment.

7. Enclosed areas within the kitchen or storage with mechanically cooled equipment (refrigerators, freezers, ice-makers, cold prep tables) or cooking equipment classified as ventless must be provided with supply and return air from building HVAC system to maintain a maximum ambient temperature of 75°F with a maximum humidity of 60%.

8. Cooking equipment items list as "Ventless" may not require a Type 1 or Type 2 exhaust hood that vents to the outside, however, these items still produce heat, moisture and odors that will need to be accounted for in the mechanical design. Mechanical engineers must provide appropriate air changes and tempered air to off-set heat and moisture gain from equipment.

9. Provide high temperature waste lines capable of withstanding temperatures above 140°F for equipment items that have the potential for high temperature wastewater discharge. Items such as, but not limited to, combi-ovens, steamers, bain-maries, kettle or tilt skillet floor troughs, and dish washers.

10. Grease traps or solid waste interceptors, if required, are the responsibility of the Mechanical Engineer and installed by the Mechanical Trade. If located in the kitchen, units are to be recessed, flush with top of finished floor and removal of cover shall not interfere with the operation of equipment items. Provide placement information to Great Lakes Culinary Design for coordination with surrounding equipment.

Food Service Scope Coordination:

1. Food Service Equipment Contractor (FSEC) will purchase and set in place the equipment. Once equipment utilities have been connected by Plumbing, Electrical and Mechanical trades the FSEC will return to secure equipment to the surrounding walls, trim any gaps and seal to adjacent surfaces. They will then start-up and calibrate the equipment and provide training and demonstrations to kitchen staff.

2. After installation of the food service equipment, final connection to service lines are by Plumbing Trades. All piping from roughin location to equipment to be provided by Plumbing Trades. All mechanical components, including water filters, furnished by the Foodservice Equipment Contractor shall be installed by Mechanical Trade during the final connections. General Contractor to furnish and install all material not provided by the Foodservice Equipment Contractor such as, valves, traps, fittings, stops, pressure regulators, and piping between equipment and stub-out locations to make equipment fully operational.

3. Plumbing Trades will provide and route indirect waste lines to nearest practical floor sinks(drain).

4. Electrical Trades are to provide service and fully connect equipment items. Unless specified otherwise, they are to furnish and install all material, cords, cord caps, conduits, junction boxes, disconnects, switches, starters, breaker panels, lamps, and interconnections between stub-out and equipment location to make equipment fully operational. All devices are to meet national and local electrical codes.

5. FSEC to provide refrigeration piping from refrigeration coils to condensers and indirect waste lines from coils to drains. Evaporator waste lines shall have a 4/12 pitch toward drain and be provided with a P-trap at the floor sink.

6. Refrigeration roof support curbs or rails are provided by FSEC. Installation of Curb/rails, Structural reinforcing, roof penetrations and flashing to accommodate refrigeration systems installation is the responsibility of the General Contractor.

7. Bar die-walls, millwork/casework is provided in the Architectural scope. Where serving counters are designed as a hybrid of stainless steel fabrication and millwork fronts, FSEC will provide design the functional configuration of the overall counter and coordinate with the Architectural team for its aesthetic details.

FOODSERVICE EQUIPMENT SCHEDULE

ITEM	QTY	DESCRIPTION	ITEM REMARKS
100	1	Walk-In Refrigerator	
100A	1	Evaporator	
100B	1	Remote Refrigeration System	
101	1	Spare	
102	1	Keg Dunnage Rack	
103	3	Wire Shelving Unit	63" H
104	3	Bun Pan Rack	
105	2	Wire Shelving Unit	86"
200	4	CVAP Retherm Oven	
201	1	Freezer, Reach-in	
202	1	Custom Fabricated Work Table	
202A	2	Wall Shelf	
203	1	Salad Unit, Refrigerated	
204	2	Retherm Unit	
205	1	Refrigerator, Reach-in	
206	1	Custom Fabricated Prep Table	
206A	1	Faucet,Deck mounted	
206B	1	Ceiling Mounted Overshelf	
207	1	Vertical Contact Bun Toaster	
208	1	Combi-Oven- Double Stacked	
209	1	Ventless Hood	
210	1	Electric Fryer	
211	1	Worktop Refrigerated	
212	1	Fry Holding Station	
213	1	Wall Shelf	
214	1	Wall Shelf	Wire
215	2	Trash Receptacle, Slim-Jim	
300	1	Hand Sink w/ Side Splashes	Soap and towel dispensers by others
301	1	Three Compartment Sink	
301A	1	Faucet, Splash Mount	
301B	1	Faucet, Pre-Rinse	
301C	1	Wall Shelf, Tubular	
301D	1	Wall Shelf, Tubular	
302	1	NIC Dishmachine, Undercounter	Not in Contract - By Owners Vendors
303-304	1	Spare	
305	1	Wire Shelving Unit	63" H
400	2	Order Pick-up Lockers	
401	1	Back Bar Refrigerator, Low Profile	
402	1	Food Warmer	
403	1	Custom Fabricated Serving Counter	
403A	1	Food Shield	
403B	2	Warmer with Auto Water Fill	
403C	1	Custom Carving station	
403D	2	Heat Lamps	
404	1	Sandwich Unit, Refrigerated	
405	1	Trash Receptacle, Slim-Jim	
408	1	Spare	
407	1	Vertical Contact Bun Toaster	
408	1	Spare	
409	3	Hot Holding Drawers	
410	3	Food Shield	
410-411	1	Spare	
412	1	Hand Sink w/ Side Splashes - Drop-In	Soap and towel dispensers by others
413	1	Self-Contained Pass Thru Back Bar Refrigeration	
414	1	NIC Soda Dispenser	Not in Contract - By Owners Vendors
415	1	Ice Maker	
415A	1	Water Filter For Item # 415	
500	1	NIC Soda Rack & CO2 System	Not in Contract - By Owners Vendors
501	1	Portable Fryer Filter	
600	1	Wire Shelving Unit	86"

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PROJECT:

Pink Heifer - BBQ Saloon

569 State St. Madison, WI 53703

SHEET TITLE:

FOODSERVICE EQUIPMENT PLAN

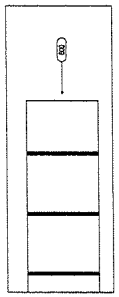
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DATE:	06-26-2025

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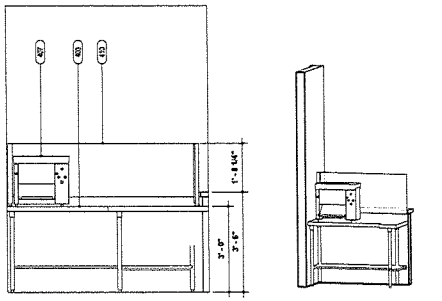
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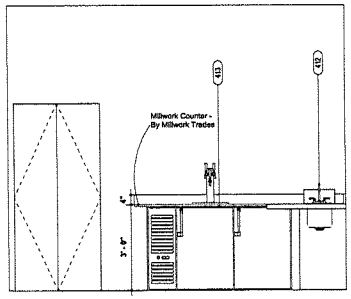
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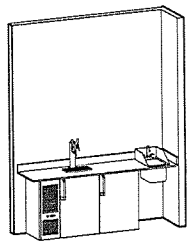


1 ELEVATION AT FRONT CLOSET
1/2" = 1'-0"

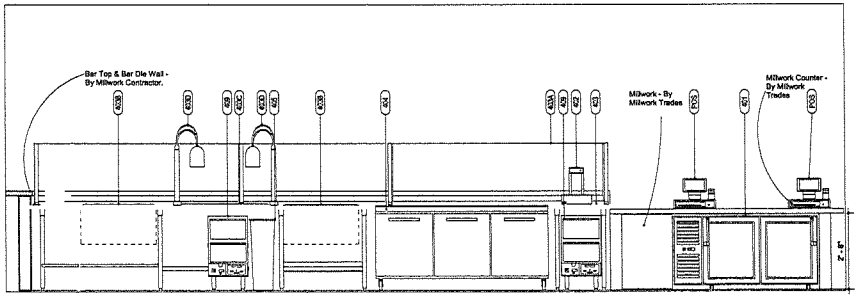


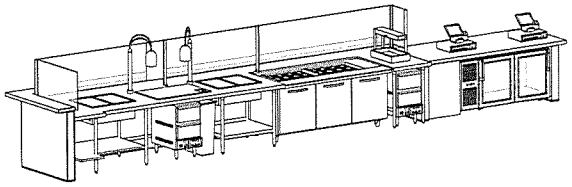
2 ELEVATION AT ENTRY COUNTER
1/2" = 1'-0"



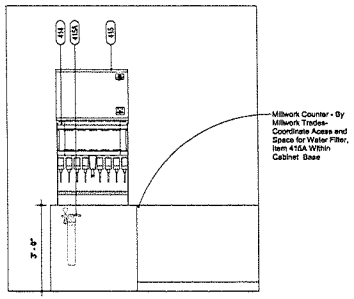


3 ELEVATION AT BACK BAR
1/2" = 1'-0"

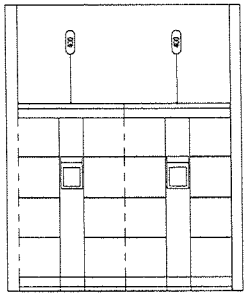




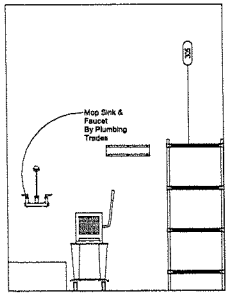
4 ELEVATION AT SERVING COUNTER
1/2" = 1'-0"



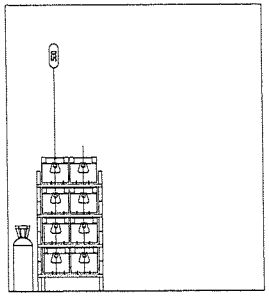
5 ELEVATION AT BEVERAGE AND CONDIMENT
1/2" = 1'-0"



6 ELEVATION AT PICK-UP LOCKERS
1/2" = 1'-0"



7 ELEVATION AT SANITATION CLOSET
1/2" = 1'-0"



8 ELEVATION AT SODA SYSTEM
1/2" = 1'-0"

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PROJECT:

Pink Heifer - BBQ Saloon

589 State St. Madison, WI 53703

SHEET TITLE:

FOODSERVICE EQUIPMENT ELEVATIONS & PERSPECTIVES

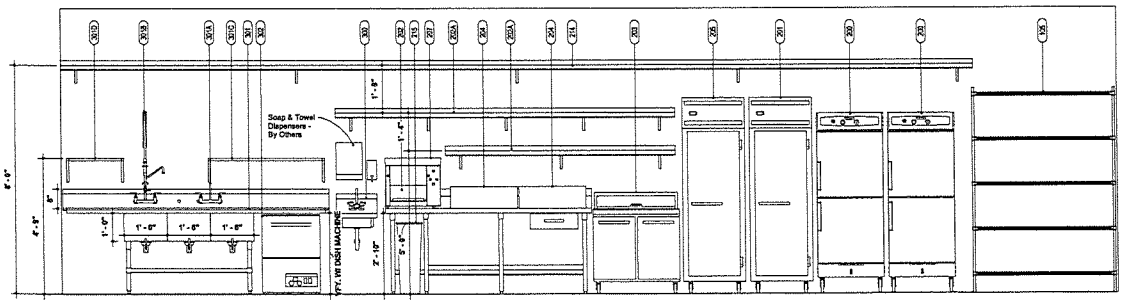
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DESIGN TECH:	GLCD
DATE:	06-26-2026

PROJECT NUMBER:

CD-0256

SHEET NO:

FS1.2


Soap & Towel Dispensers - By Others
1'-6"
1'-6"
1'-6"
1'-6"
1'-6"
8"
6'-0"
6'-3"
2'-10"
1'-0"
1'-6"
1'-6"
1'-6"
1'-6

August 2025 ALRC New License

Class A Licenses.csv

All items

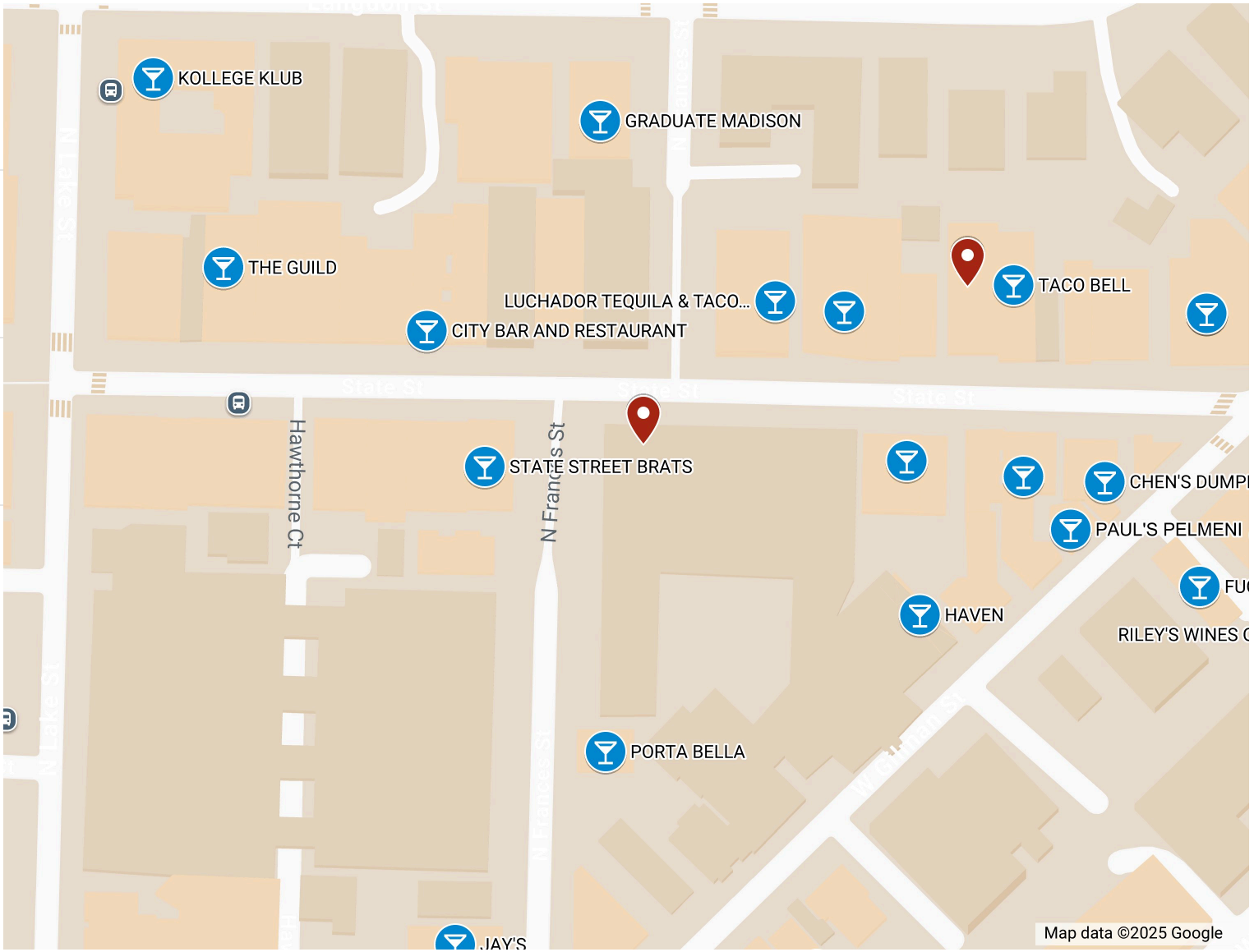
Class B Licenses.csv

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: 89309

File ID:	89309	**File Type:**	License	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/25/2025
File Name:				**Final Action:**	

Title: Public Hearing - New License
MPL Corporation Investment • dba Amoco
1129 S Park St • Agent: Amit Kumar
Class A Beer, Class A Liquor, Class A Cider
Police Sector 306 (District 13)

Notes:

CC Agenda Date:	08/05/2025
Agenda Number:	94.
Sponsors:	
Effective Date:	
Attachments:	LICLIA-2025-00688 App.pdf, LICLIA-2025-00688 Supplemental.pdf, 1129 S Park St 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	07/25/2025	Referred for Introduction				

Action Text: This License was Referred for Introduction
Notes: Alcohol License Review Committee- Public Hearing (8/20/25), Common Council (9/2/25)

Text of Legislative File 89309

Title

Public Hearing - New License
MPL Corporation Investment • dba Amoco
1129 S Park St • Agent: Amit Kumar
Class A Beer, Class A Liquor, Class A Cider
Police Sector 306 (District 13)

1250

Liquor/Beer License Application

(Agenda Item Number)

(Legistar file number)

LIC4A - 2025-00688
(License number)

13 (Alder District #) 306 (Police Sector)

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~~

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.

   MPL Corporation Investment

2. Trade Name (doing business as) Amoco

3. Address to be licensed 1129 South Park Street, Madison, Wisconsin 53715

4. Mailing address 1129 South Park Street, Madison, Wisconsin 53715

5. Anticipated opening date Already open

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.

   1129 South Park Street, Madison, Wisconsin 53715; Sold at front service counter; stored in storage rooms, display shelves & coolers.

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

Indoor: Not applicable Outdoor: Not applicable

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

There are six (6) parking spaces in front of the building with an additional six (6) parking spaces adjacent to the fuel pumps. The exterior & interior premises are monitored by sixteen (16) surveillance cameras.

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

☐ No ☒ Yes, license issued to MPL Corporation Investment d/b/a Amoco (name of licensee)
Class A Beer

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 Amit Kumar

13. City, state in which agent resides Sun Prairie, Wisconsin

14. How long has the agent continuously resided in the State of Wisconsin? Six (6) 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 01/03/2024

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

01/06/2022

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	Amit Kumar	Sun Prairie, Wisconsin
Member	Rajan Talwar	Sun Prairie, Wisconsin

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.

Rajan Talwar

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) MPL Corporation Investment d/b/a Willy Mart 823 Williamson Street, Madison, Wisconsin 53703

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 AM -12 AM	6 AM - 12 AM	6 AM- 12 AM	6 AM - 12 AM	6 AM -12 AM	6 AM - 12 AM	6 AM - 12 AM
(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. Convenience store items, gasoline & beer

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 N/A % Food N/A % Other

If applicable, describe "Other": N/A

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 26 .

38. State Seller's Permit 4 5 6 - 1 0 3 0 9 1 6 8 5 5 - 0 4

39. Federal Employer Identification Number FIN 874777348

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

Contact person Rajan Talwar

Business phone (951)972-6655 Business e-mail address MPLinvestmentllc@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 Not applicable

Phone Not applicable E-mail Not applicable

1254

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)
X Bank letter of property ownership

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.*

bank statement.

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.

Amir Kumar

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

07/14/2025
(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 _____

WINE LICENSE APPLICATION OF

MPL CORPORATION INVESTMENT

d/b/a AMOCO

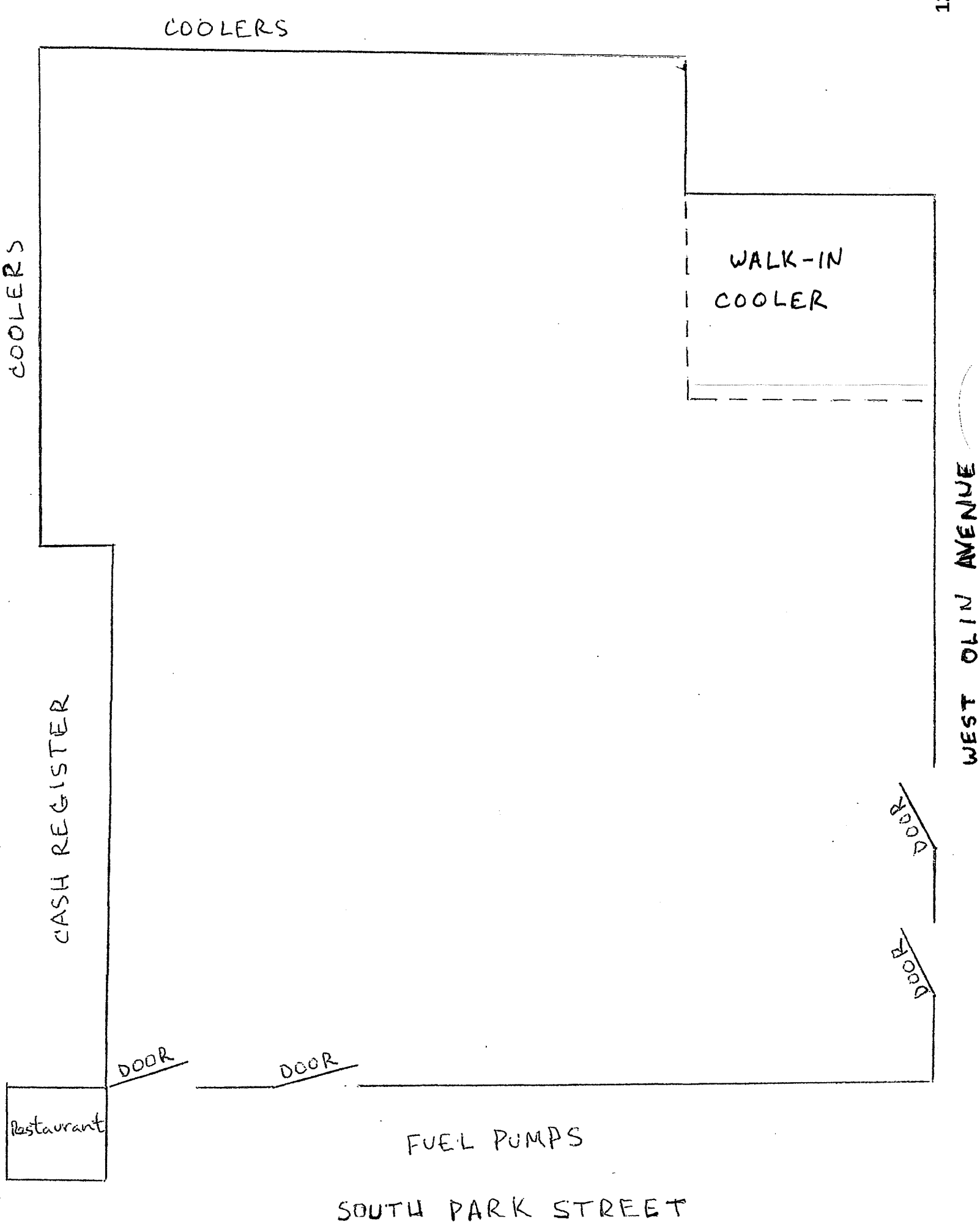
1129 South Park Street, Madison, Wisconsin 53715

BUSINESS PLAN

WE CURRENTLY OWN & OPERATE AN AMOCO GASOLINE STATION & CONVENIENCE STORE WHERE WE OFFER FOR SALE A WIDE RANGE OF CONVENIENCE PRODUCTS, INCLUDING NON-ALCOHOLIC & ALCOHOLIC (BEER) BEVERAGES.

UPON RECIEPT OF THE CLASS "C" WINE LICENSE HEREIN, WE LOOK FORWARD TO OFFERING AN OPPORTUNITY TO PURCHASE QUALITY WINES TO THE BAY CREEK NEIGHBORHOOD.

AMOCO - 1129 SOUTH PARK STREET



INFORMATIONAL MEETING

CLASS "C" WINE LICENSE

AMOCO 1129 SOUTH PARK STREET MADISON

Tuesday, July 29, 2025, 5:30 PM – 6:30 PM

GOAL - To Offer Bay Creek Neighborhood & Residents A Convenient Location to Purchase Quality Wine Products in a Safe Environment While Growing Our Business & Sales.

- Our application is for wine only (we currently hold a beer license).
- We do not intend to sell lower quality wines (example Boones Farm, MD 20/20).
- Our point of sale (register) shall be programmed so that all wine products may only be scanned/sold during hours permitted by law.
- All current Amoco employees have successfully completed a State of Wisconsin approved responsible alcohol training program.
- All future employees shall be required to successfully complete a State of Wisconsin approved responsible alcohol training program.

Please contact Rajan Talwar (951)972-6655 if you have questions.

August 2025 ALRC New License

Class A Licenses.csv

All items

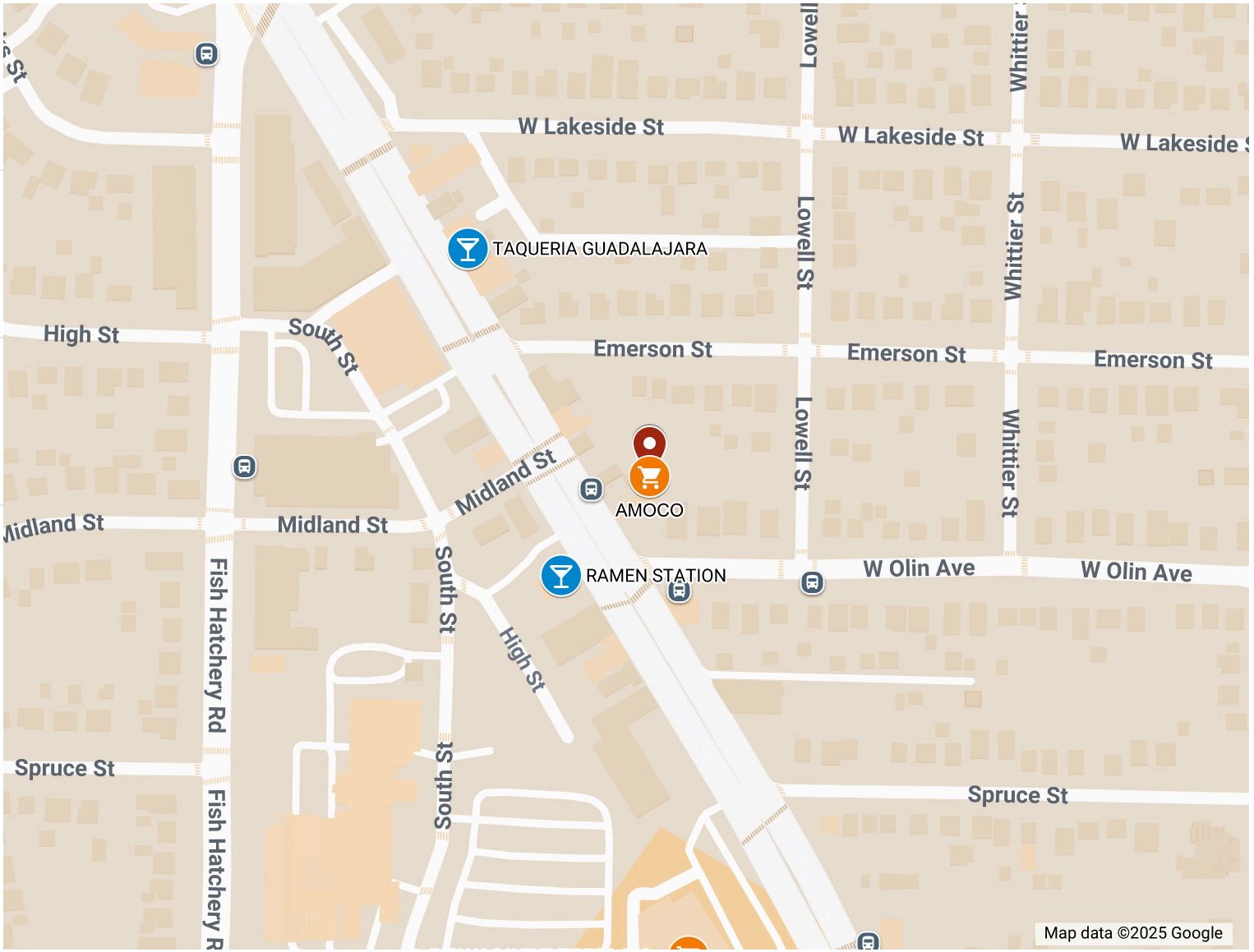
Class B Licenses.csv

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: 89310

File ID:	89310	**File Type:**	License	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/25/2025
File Name:				**Final Action:**	

Title: Public Hearing - New License
Justveggiez LLC • dba Justveggiez
540 State St • Agent: James Bloodsaw
Estimated Capacity (in/out): 99/20
Class B Beer, Class C Wine • 20% alcohol, 80% food
Police Sector 403 (District 2)

Notes:

CC Agenda Date: 08/05/2025

Agenda Number: 95.

Sponsors:

Effective Date:

Attachments: LICLIB-2025-00698 App.pdf, LICLIB-2025-00698 Supplemental.pdf, 540 State St 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	07/25/2025	Referred for Introduction				

Action Text: This License was Referred for Introduction
Notes: Alcohol License Review Committee- Public Hearing (8/20/25), Common Council (9/2/25)

Text of Legislative File 89310

Title

Public Hearing - New License
Justveggiez LLC • dba Justveggiez
540 State St • Agent: James Bloodsaw
Estimated Capacity (in/out): 99/20
Class B Beer, Class C Wine • 20% alcohol, 80% food
Police Sector 403 (District 2)

1261

Liquor/Beer License Application

(Agenda Item Number) _____

(Legistar file number) _____

(License number) LICLB-2025-00698

(Alder District #) 2 (Police Sector) 403

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

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. JUSTVEGGIEZ LLC
2. Trade Name (doing business as) JUSTVEGGIEZ
3. Address to be licensed 540 State Street Madison, WI
4. Mailing address _____
5. Anticipated opening date Open 2023
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)
   Tile Owner
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.
   JUSTVEGGIEZ IS A Restaurant with Outdoor Seating ON the Second floor And All ONE Area Includes Kitchen + Storage IN the BACK of the Restaurant.

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

Indoor: 99 Outdoor: 20

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 _____ (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 James Bloodsaw

13. City, state in which agent resides Madison WI 53717

14. How long has the agent continuously resided in the State of Wisconsin? 1991

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

☐ No, but will complete prior to ALRC meeting ☒ Yes, date completed June 28, 2025

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

WIS. 2023

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

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.

James Bloodsaw

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
-	11Am - 9pm	11am - 9pm	11Am - 9pm	11am - 9pm	11Am - 9pm	11Am - 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. _____

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:
20 % Alcohol 80 % 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_____.

38. State Seller's Permit 4 5 6 - 1029579828-02

39. Federal Employer Identification Number 82-4847200

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

Contact person James Bloodsaw

Business phone 608 209-5270 Business e-mail address justus88ib@yahoo.com

Preferred language _____

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 _____

1265

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) July 1 2025

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 7/16/25 Date of ALRC meeting _____ Date license granted by Common Council _____ Date provisional issued _____ Date license issued _____		

JUST Veggiez

EAT WELL, BE HAPPY

STARTERS

Plant-based Cheese Curds $8
Vegan version of your favorite Wisconsin classic.

Drumsticks (GF) $3.99
3 for $10

Pizza Puffs $8

Sweet Potato Fries $6.99
Served with Roasted Red Pepper Sauce

KIDS MENU

All $6
Comes with Your Choice of Side

Cheese Quesadilla

Chix Nuggets

Burger with Pickles on a Bun

SALADS

JustVeggiez Salad $11.99
Mixed Greens, Tomatoes, Cucumber, Carrots, Red Onions, Broccoli and Peppers

Greek Salad $12.99
Mixed Greens, Tomatoes, Red Onions, Olives, Cucumber, Marinated Artichokes, Peppers, and Feta

Chix Caesar Salad $12.99
Mixed Greens, Red Onions, Tomatoes, JustVeggiez Chix, Parmesan and Croutons

Strawberry Walnut Salad $12.99
Mixed greens, Fresh Strawberries, Candied Walnuts, Vegan Chix, Vegan Feta w/Raspberry Vinaigrette

Add a Dressing for $0.75
Caesar, Italian, Raspberry Vinaigrette

SIDES

All $3.99

French Fries

Potato Salad

Cheesy Mac And Cheese

JustVeggiez Greens

Roasted Potatoes

Quinoa Salad

Add a Dipping Sauce to Any Order for $1

Buffalo Sauce, Ranch, Regular Mayo, Chipotle Mayo, BBQ Sauce, Tartar Sauce, Burger Sauce, Reaper Sauce

DRINKS

San Pellegrino $3

Bottled Water $1.50

Boylan Bottling Company Soda $3.99
Diet Cane Cola, Ginger Ale, Black Cherry Soda, Orange Soda, Cane Cola, Grape Soda, Root Beer

Juice $5.99
Blueberry & Cucumber Lemonade
Strawberry & Basil Lemonade

GF = Gluten Free

JUST Veggiez
EAT WELL, BE HAPPY

All sandwiches, wraps, & burgers come with one side.

SANDWICHES

Reuben Sandwich $14.99
Marinated Vegan Corn Beef, Sauerkraut, Sautéed Pepper & Onions, Vegan Swiss Cheese and Topped with Homemade Vegan Thousand Island Dressing served on Rye Bread.

Shrimp Po Boy $14.99
Vegan Shrimp, Sautéed Pepper & Onions, Tomatoes, Shredded Cabbage, Cheesy Remoulade Sauce, Served on a Hoagie Bun

Italian Sandwich $12.99
Slow Cooked Vegan Beef Seitan and Giardiniera Peppers served on a French Roll

Vegan Italian Combo $14.99
Our famous Italian Sausage, Italian Onions, Tomatoes, Giariniera Peppers, Cheese Sauce on a French Roll

Chix Sandwich $12.99
Delicious plain or with buffalo sauce, topped with slaw mix, pickles, and bacon avocado ranch sauce on a Pretzel Bun

Parmesan Chix Sandwich $12.99
Parmesan chix, Cheese, Spinach, Marinara sauce, Basil on a Bun

Carolina Reaper Chix Sandwich $12.99
Chix Patty, Lettuce, Tomatoes, Pickles, Carolina Reaper Mayo on a Bun

Korean BBQ Chix Sandwich $12.99
BBQ Vegan Chix, Fried Onions, Pineapple Slaw, and Vegan Bacon on a Pretzel Bun

JustVeggiez Fish Sandwich $12.99
Not So Fish Tofu Patty, Tartar Sauce, Pickles, Cheese, and Red onions on a Bun

Vegan Gyro Sandwhich $11.99
Homemade Gyro Meat, Lettuce, Tomatoes, Onions and Tzatziki Sauce served on a Pita

BBQ Sandwich $10.99
Slow Roasted Seitan, Marinated in BBQ Sauce, Topped with Homemade Vegan Slaw Served on a Bun

WRAPS

Crispy BBQ Tofu Wrap $12.99
BBQ Tofu, Avocado, Cabbage Slaw Mix, Peppers, Onions, Micro Greens & Cilantro Sauce

Chix Wrap $12.99
Mixed greens, Vegan Chix, Tomatoes, Onions, Avocado, Vegan bacon w/ Dill Ranch Sauce

Thai Wrap $12.99
Chow Mein Noodles,Tomatoes, Curry Ranch,Thai Peanut Veggiez and Lettuce

Collard Green Wrap $12.99
Avocado, Cucumber, Hummus, Carrots, Zucchini, Micro Greens and Red Cabbage Wrap in a Whole Collard Green

Collard Green Burrito $12.99
Chipotle Hummus, Purple Sweet Potatoes, Pico De Gallo, Micro Greens, Avocado, Lettuce and Sour Cream

BURGERS

JustVeggiez Burger $12.99
Beyond Meat Burger, Cheese, Cam Onions Lettuce, Tomatoes, Bacon, Pickles Sauce and JustVeggiez Sauce

Southwest Burger $12.99
Beyond Meat Burger, Pico De Gallo, Lettuce , Avocado, PepperJack Cheese and Chipotle Mayo on a Bun

Mushroom Swiss Cheese Burger $12.99
Beyond Burger, Swiss cheese, Sautéed Mushroom & Onions, Lettuce and Tomatoes w / Garlic Aioli on a Bun

Marinated Portabello Mushroom Sandwich $14.99
Arugula mix, Tomatoes, Red onions, Provolone cheese and Roasted Red Pepper Sauce

JUST Veggiez

EAT WELL, BE HAPPY

ENTRÉES

JustVeggiez Fried Chix $16.99
Includes one Leg and one Breast Piece plus 2 Sides served with Fresh Garlic Bread
Add an extra Chix Breast for $6.99

Orange Chix $14.99
Chix, Broccoli, Peppers, and Onions in Orange Sauce with Rice and Green Onions

Beyond Chix Pasta Dish $14.99
Beyond Sausage, JustVeggiez Chix, Peppers, Onions and Pasta in Fire Roasted Marinara Sauce served with Fresh Garlic Bread

Veggiez Peppers Seitan $14.99
Seitan, Carrot, Peppers, Onion, Broccoli and Snow Pea over Rice

Veggiez Lo Mein $13.99
Carrots, Onions, Peppers, Baby Corn, Cabbage, Mushrooms, Snow Peas and Broccoli with Lo Mein Noodles

Veggiez Curry $14.99
Zucchini, Carrots, Onions, Peppers. Potatoes and Squash with your choice of Quinoa, Farro, or Brown Rice
Add Tofu for $3

Veggiez Lasagna Rolls $14.99
Beyond Crumbles, Zucchini, Squash, Onions and Peppers topped Marinara Sauce & Cheese served with Fresh Garlic Bread

The Power Bowl $14.99
Crispy Tofu, Roasted Chickpeas, Purple Sweet Potatoes, Avocado, Peppers, Onions, Micro Greens and Fresh Cilantro served on a blend of Quinoa, Farro, & Brown Rice and your choice of Curry Sauce or Cilantro sauce

Add Pizza Toppings for $1.50 each
Cheese, Hot Peppers, Mixed Olives, Roasted Veggiez, Marinated Artichokes, Beyond Meat, JustVeggiez Chix, JustVeggiez Bacon

PIZZA

Deep Dish
10" for $18
12" for $24

Pan Dish
14" for $20

JustVeggiez Veggiez
Broccoli, Mushrooms, Peppers, Onions, Spinach, Kale, Tomatoes, and Fresh Garlic

Supreme
Beyond Meat, Peppers, Onions, Mushrooms, JustVeggiez Bacon, Tomatoes, and Fresh Garlic

Chix Ranch
Chix, Onions, Peppers, Spinach, JustVeggiez Bacon, Tomatoes, Fresh Garlic, and Ranch

Pineapple Lover
Vegan ham, Banana Peppers, Pineapple, Red Onions, Spinach, Cherry Tomatoes, and Fresh Garlic

Pepperoni Paradise
Herbivorous Butcher Pepperoni, Spinach, Pepper, Onions, Tomatoes, and Fresh Garlic

GLUTEN FREE PIZZA

Cauliflower Crust
for $20

Greek Pizza
Peppers, Onions, Artichokes, Olives, Banana Peppers, Arugula, Pizza Cheese, Feta, and Fresh Garlic

Chix Ranch Pizza
Chix, Bacon, Peppers, Onion, Spinach, Pizza Cheese, and Fresh Garlic

Supreme Pizza
Beyond Sausage, Bacon, Peppers, Onions, Mushrooms, Spinach, Pizza Cheese, and Fresh Garlic

Pineapple Lover
Vegan ham, Banana Peppers, Pineapple, Red Onions, Spinach, Cherry Tomatoes, and Fresh Garlic

EAT WELL, BE HAPPY

GLUTEN FREE MENU

Chix Quesadilla $12.99
Chix, Peppers, Onions, Cheese, Sour Cream and side of Pico De Gallo

Marinated Portabello Mushroom Sandwich $12.99
Arugula mix, Tomatoes, Red onions, Provolone cheese and Roasted Red Pepper Sauce

JustVeggiez Burger $12.99
Beyond Meat Burger, Cheese, Cam Onions Lettuce, Tomatoes, Bacon, Pickles Sauce and JustVeggiez Sauce

Southwest Burger $12.99
Beyond Meat Burger, Pico De Gallo, Lettuce , Avocado, PepperJack Cheese and Chipotle Mayo on a Bun

Mushroom Swiss Cheese Burger $12.99
Beyond Burger, Swiss cheese, Sautéed Mushroom & Onions, Lettuce and Tomatoes with Garlic Aioli on a Bun

Chix Sandwich $12.99
Chix Patty, Slaw Mix, Pickles, and Bacon Avocado Ranch Sauce on a Bun (delicious with bffalo sauce!)

Parmesan Chix Sandwich $12.99
Parmesan chix, Cheese, Spinach, Marinara sauce, Basil on a Bun

Carolina Reaper Chix Sandwich $12.99
Chix Patty, Lettuce, Tomatoes, Pickles, Carolina Reaper Mayo on a Bun

Korean BBQ Sandwich $12.99
BBQ Vegan Chix, Fried Onions, Pineapple Slaw, and Vegan Bacon on a Bun

Chix Nuggets $12.99
Deliciously Seasoned Breaded & Fried Veggiez Nuggets with your Choice of Sauce

DESSERTS

$4.99
Cookies (Pack of 3)
Chocolate Chip
Oatmeal Raisin

$4.99
Vanilla Ice Cream (GF, SF)

$0.75
Add Whipped Cream to Any Dessert

$8.99
Milkshakes
Vanilla Bean (GF, SF)
Vanilla Birthday
Caramel (GF, SF)
Strawberry (GF, SF)
Chocolate (GF, SF)
Oreo Cookie
Coffee Oreo Cookie
Coffee Caramel

GF = Gluten Free
SF = Soy Free

Gluten Disclaimer: JustVeggiez is pleased to offer a variety of gluten-free options on our meny. We are not a gluten-free restaurant and cannot ensure that cross contamination will never occur. We have processes in place to minimize that happening but there is a great deal of gluten in the air and on our work surfaces. We cannot guarantee your order will not touch gluten somewhere in the process.

Business Plan

JUSTVEGGIEZ
BUSINESS PLAN

Prepared by:

James E. Bloodsaw Jr.
540 State Street
Madison, WI. 53703
608-209-5070
justveggiez@yahoo.com
justveggiez.com

I. EXECUTIVE SUMMARY

Justveggiez (referred to from hereon in as the "Company")was established as a Limited Liability Company at 2817 East Washington Ave Madison, Wisconsin 53704 with the expectation of rapid expansion in the food restaurant and catering industry. The Company solicits financial backing in order to be able to introduce its new service (described below).

Business Description

The Company was on 03/13/2918 as Limited Liability Company under Wisconsin State laws and headed by James E. Bloodsaw Jr..

A native of Chicago, Illinois, James Bloodsaw, Jr. found his calling for cooking at Reggio's Pizza at the age of 17. James tells how his career in the food industry progressed from there:
"In 1996, I jointed Upstairs Downstairs Catering and after several years of working there, I was promoted to Executive Chef.
I had a conversation during the winter of 2011 with my late father, James Bloodsaw Sr., about his health issues. That conversation with my father changed my life, and I began to pursue a healthier lifestyle.
In 2018, with 30 years of cooking and catering experience.

Justveggiez had 1,051 followers in 2019. In just January of this the followers has grown by 250% at 3,560..

Justveggiez has grown in sales every year since started in 2018. Sales in 2018 $16,000: 2019 sales $71,000 : 2020 sales $80,000: and 2021 sales $108,000.

BUSINESS MISSION
"Justveggiez is 100% black, family and vegan restaurant and catering service that will provide a healthier version of your favorite foods"
" EAT WELL, BE HAPPY!

New Service
The Company is prepared to introduce the following service to the market:

The Restaurant Service: Catering Service: Meal Plan Service: Justveggiez specialize in vegan food options.

Introducing Justveggiez store product to Kwik Trip, Whole-foods and Walmart.

Funding Request
The Company requests. A total loan of 100,000 over the course of 180 months, to be used for the following purpose:

Purpose
Loan Amount
_____
_____
Brick and Mortal at (540 State Street location in Madison, Wisconsin..
$100,000

Long-term debt payment is a key feature of the Company's financial plan. We expect to break even within a 180 months time period following the Introduction of our service. Financial predictions suggest a minimum 100% return on investment by the conclusion of the financing period.

II. BUSINESS SUMMARY

In the United States , the food catering industry presently makes 100,000 dollars in sales.

Plant base, Meatless vegan food are one of the top Market Trends of today.

Justveggiez brick and Mortal will product 200% more in sales.

Research shows that consumers in this industry primarily focus on the following factors when making purchasing decisions:
Taste and Quality of the food.

Business Goals and Objectives

ShortTerm:
Justveggiez be able to own and operate a Brick and Mortal.
My Short-term Goal is to be in more festival because they are more profitable.
To make $5000 in sales each week.
Adding additional items to the menu.(Dinner,Dessert and Ice cream options)

Long Term:
My long-term Goal is to open a Brick and Mortal in Milwaukee, Wisconsin.

Legal Issues
The Company affirms that its promoters have acquired all legally trademarks and patents.

III. MARETING SUMMARY

Target Markets
The Company's major markets are as follows:

Justveggiez Target ages 18-50. For the person that is health conscious. A person that eats healthy such as: Vegan, Vegetarian, Dairy Free, Gluten Free and someone that is changing their eating habits do to health issues. We also target customers that are Vegan curious. Justveggiez Target Market is very diversified.

The estimated number of potential clients within the Company's geographic scope is 20,000.

Create Partnership Opportunities: (Local colleges, Fitness Clubs, Farmer Markets)

Pricing Strategy
The Company has completed a thorough analysis of its pricing. Keeping in mind our competition's pricing and the cost of customer acquisition,
We have decided on the following pricing strategy.

My Pricing Strategy is 3x's or more of the food cost.

Selling $1000.00 a day: Is $25 average meal ticket price. 4 meals per hour. 40 meal sale a day. 10 hours per day of operation. 6 day of operation .The average sandwich is $12.00.

Promotional Strategy
The Company will promote sales using the following methods:

Facebook, Instagram, Twitter, TikTok, different events that we participate in. We are going to being advertised in different news outlets, promote logo on Madison Metro Bus and

Service
First-rate service is intended to be the focus of the Company and a cornerstone of the brand's success. All clients will receive conscientious, one-on-one, timely service in all capacities, be they transactions, conflicts or complaints. This is expected to create a loyal brand following and return business.

IV. FINANCIAL PLAN

Attached we have provided the following Financial Information:
Quick Book

1274
Bar
Stairs
Pie

August 2025 ALRC New License

Class A Licenses.csv

All items

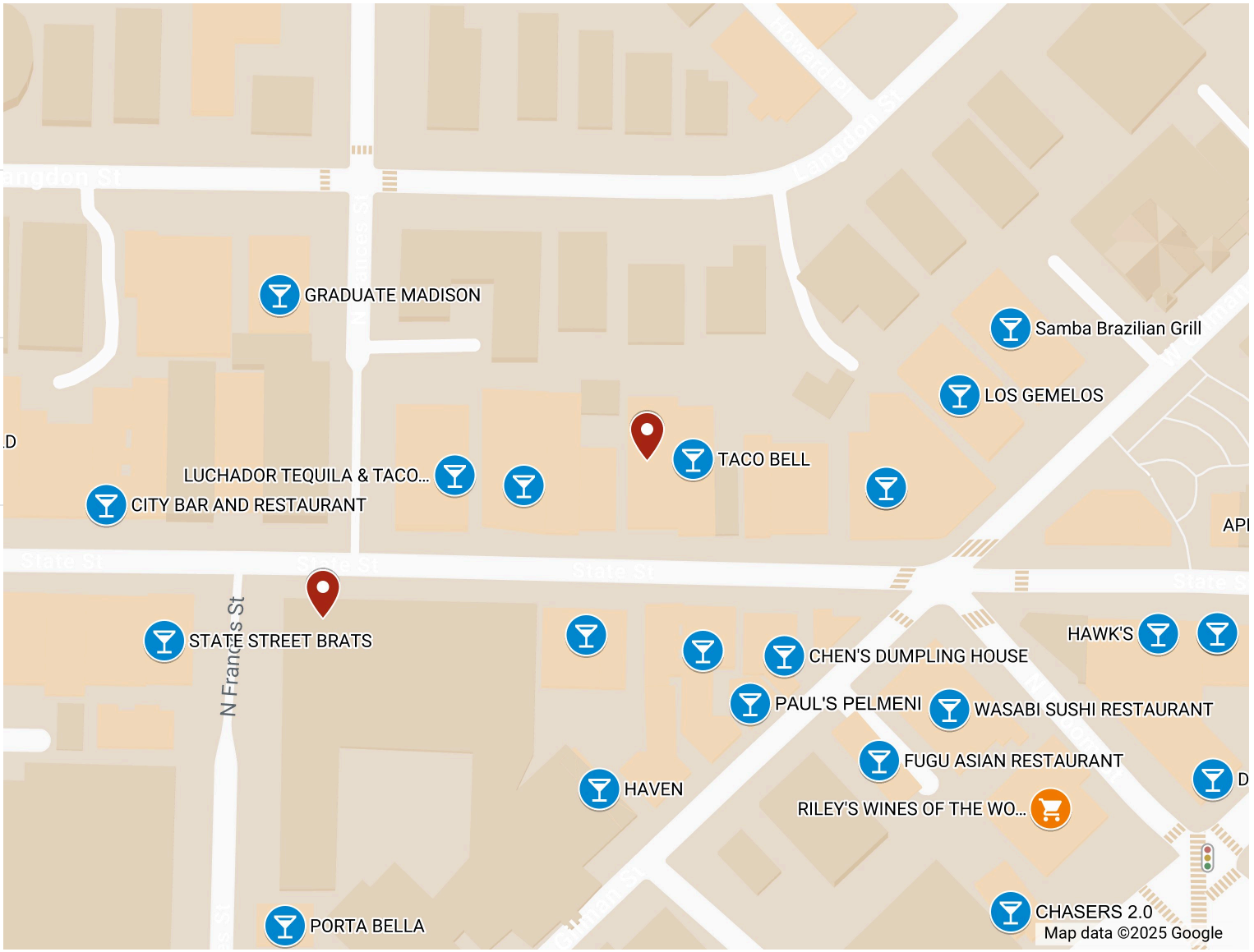
Class B Licenses.csv

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: 89311

File ID:	89311	**File Type:**	License	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/25/2025
File Name:				**Final Action:**	

Title: Public Hearing - New License
Go Grocer Inc • dba Go Grocer
901 S Gammon Rd • Agent: Barinder Sandhu
Class A Beer, Class A Liquor
Police Sector 115 (District 20)

Notes:

		CC Agenda Date:	08/05/2025
		Agenda Number:	96.
Sponsors:		**Effective Date:**	
Attachments:	LICLIA-2025-00704 App.pdf, LICLIA-2025-00704 Supplemental.pdf, 901 S Gammon 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	07/25/2025	Referred for Introduction				

Action Text: This License was Referred for Introduction
Notes: Alcohol License Review Committee- Public Hearing (8/20/25), Common Council (9/2/25)

Text of Legislative File 89311

Title

Public Hearing - New License
Go Grocer Inc • dba Go Grocer
901 S Gammon Rd • Agent: Barinder Sandhu
Class A Beer, Class A Liquor
Police Sector 115 (District 20)

Liquor/Beer License Application

1278

(Agenda Item Number)

(Legistar file number)

LICLIA-2025-00704
(License number)

20 (Alder District #) 115 (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.

   GO GROCER INC

2. Trade Name (doing business as) GO GROCER

3. Address to be licensed 901 S GAMMON ROAD, MADISON, WI 53719

4. Mailing address SAME

5. Anticipated opening date 07/20/2025

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.

   COOLER AND BEHIND THE COUNTER

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

   Indoor: N/A Outdoor: N/A

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

    PARKING IS IN FRONT AND ON THE SIDE OF THE BUILDING, REGULARLY MONITORED BY SECURITY CAMERAS. pARKING IS WELL LIT.

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

    ☐ No ☒ Yes, license issued to KELLEY WILLIAMSON (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 BARINDER SANDHU

13. City, state in which agent resides MCFARLAND, WISCONSIN

14. How long has the agent continuously resided in the State of Wisconsin? 13 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 07/09/2025

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

    07/01/2025

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
PRESIDENT	BARINDER SANDHU	MCFARLAND, WISCONSIN

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.

    BARINDER SANDHU

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) SANDHU CONVENIENCE INC & SANDHU CONVENIENCE II INC & BADGER CONVENIENCE MADISON LLC

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 AM- 10 PM	6AM - 10PM	6AM - 10PM	6AM - 10PM	6AM - 10PM	6AM - 10PM	6AM - 10PM
(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 26 .

38. State Seller's Permit 4 5 6 - 1 0 3 2 1 3 4 4 4 0 - 0 4

39. Federal Employer Identification Number 39-2976773

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

Contact person BARINDER SANDHU

Business phone 608-628-2270 Business e-mail address SANHDU038@YAHOO.CO.IN

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 _____

1282

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) 07/02/2025 (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 _____

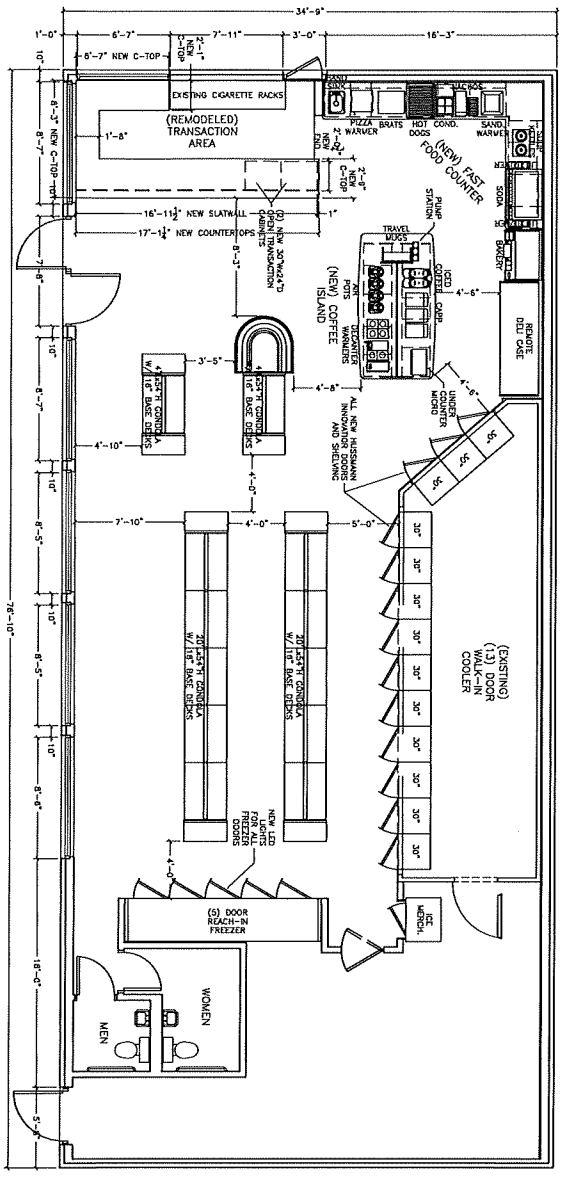
Date of ALRC meeting _____ Date license granted by Common Council _____

Date provisional issued _____ Date license issued _____

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PRELIMINARY DESIGN
NOT FOR CONSTRUCTION

1283



1 PROPOSED FLOOR PLAN
1/4" = 1'-0"

Drawing No.	Date:	Rev. Date:	Revision Description	By:
45993	09-29-15	12-01-15	REVISE FOR FIELD DIMS.	JFANKOW
SQ.FT.	Drawn By:	01-22-16	CREATE CABINET PLAN FOR QUOTING	JFANKOW
2069	JFANKOW			
Sheet No.	Proj. No.:			
A1				
	Scale: 1/4" = 1'-0"			

Project Name:
GAMMON ROAD MOBIL
KELLEY WILLIAMSON
901 S. GAMMON RD.
MADISON, WI 53719
PROPOSED FLOOR PLAN

HUSSMANN
PHONE: (608)-838-3106
FAX: (608)-838-6404
E-MAIL: jim.pankow@hussmann.com
www.hussmann.com

GO GROCER INC.

GAS STATION - WEST MADISON

BUSINESS PLAN

1. Executive Summary:
   - Business Concept: Go Grocer Gas Station is a modern convenience retail concept combining high-quality fuel (gasoline & diesel), a curated selection of fresh groceries, grab-and-go meals, essential convenience items, and potentially EV charging. Located strategically on Madison's affluent and growing west side, we target busy professionals, families, and commuters seeking speed, quality, and convenience.
   - Mission: To be the premier neighborhood stop for fueling vehicles and lives, offering exceptional convenience, surprisingly fresh food, and friendly service.
   - Vision: To redefine the gas station experience on Madison's west side by becoming an essential daily destination.
   - Location: Target: High-traffic corridor on Gammon Road, and Shroeder Road, near residential neighborhoods and commercial zones.
   - Market Opportunity: Demand for time-saving solutions, fresh food options beyond typical C-store fare, and quality fuel in a growing, underserved area of west Madison. Gap between traditional gas stations and full supermarkets.
   - Financial Highlights (Projected - Year 1):
   - Startup Costs: $1.8 Million (Land, Construction, Equipment, Inventory, Licenses)
   - Revenue: $2.5 - $3.5 Million
   - Gross Margin: 28-32%
   - Net Profit (Pre-Tax): $180,000
   - Management: Experienced team in convenience retail, fuel operations, and food service.

2. Company Description:
   - Legal Structure: Wisconsin Corporation (Inc).
   - Industry: Gasoline Stations with Convenience Stores (NAICS 447110).
   - Products & Services:
   - Fuel: Top-tier gasoline (Regular, Midgrade, Premium), Diesel. Competitive pricing, loyalty program.
   - Grocery & Essentials: Curated selection: Fresh produce (apples, bananas, salads), high-quality deli meats & cheeses, artisan breads, dairy, eggs, high-quality frozen meals (local?), staple pantry items, craft beer/wine (local focus), specialty coffee, organic/natural options.
   - Grab & Go: Freshly made sandwiches, salads, wraps, breakfast items (parfaits, burritos), hot pizza slices, quality baked goods, premium coffee/tea bar.
   - Convenience: Snacks, beverages (extensive cold vault), basic OTC meds, household essentials, lottery, ATM.
   - Future: EV Charging Stations (Level 2 & potentially DC Fast), Propane exchange, air/water.
   - Target Market: Residents of west Madison neighborhoods (Middleton, Shorewood Hills, near West Towne), commuters using Mineral Point/University/Old Sauk corridors, local office workers, families.

3. Market Analysis:

- West Madison Demographics: Affluent, high median income, educated population, significant number of families and dual-income professionals. High vehicle ownership. Growth in residential and commercial development.
- Competition:
    - Direct: Kwik Trip (strong presence), BP/Shell/Clark stations, other local C-stores.
        - Strengths: Brand recognition, fuel loyalty programs.
        - Weaknesses: Often standard C-store fare, limited fresh/grocery focus, varying quality/cleanliness.
    - Indirect: Woodman's, Metcalfe's Sentry, Festival Foods (full grocery), Target, Walgreens/CVS.
        - Strengths: Wide selection.
        - Weaknesses: Less convenient for quick fuel + essential grocery trips, often larger footprint/longer checkout.
- Market Gap: Lack of a premium convenience option combining quality fuel, a genuine grocery selection (fresh produce, deli), and excellent grab-and-go food in a clean, modern, and efficient environment on the west side.

SWOT Analysis:

- Strengths: Focus on fresh/grocery, quality focus, prime location targeting, modern design/cleanliness, potential local sourcing.
- Weaknesses: New brand recognition, potentially higher price points on some items, reliance on fuel margins.
- Opportunities: EV charging expansion, local partnerships (bakeries, coffee roasters, farms), catering to health-conscious consumers, strong loyalty program.
- Threats: Fluctuating fuel prices, intense competition (especially Kwik Trip), economic downturn impacting discretionary spending, rising minimum wage.

4. Organization & Management:
    - Ownership: [Your Name/Group Name] - Primary owner(s) with relevant experience.
    - Management Team:
    - General Manager: Responsible for overall operations, P&L, staff, inventory, vendor relations. Experience in multi-site C-store or QSR management.
    - Assistant Manager (Operations): Focus on fuel operations, maintenance, safety, compliance.
    - Assistant Manager (Food & Grocery): Focus on fresh food program, deli, inventory rotation, quality control, vendor management (local suppliers).
    - Key Staff: Shift supervisors, fuel attendants, food service staff (deli/sandwich makers, baristas), cashiers. (Total Staff: 12-15 FTE).
    - Advisors: Accountant, Attorney, Insurance Broker, Marketing Consultant.

5. Products & Service Line:
    - Fuel: Core revenue driver. Focus on volume, competitive pricing, loyalty incentives.
    - Grocery & Essentials: High-margin driver. Differentiator. Focus on freshness, rotation, and meeting local needs (e.g., organic milk, local eggs, quality bread).

- Grab & Go Food: Critical for traffic and margin. Emphasize quality, freshness, variety (breakfast, lunch, dinner, snacks), local sourcing where feasible. Premium coffee program essential.
- Convenience Items: Necessary staples, but focus on higher-margin unique/local snacks/beverages alongside standards.
- Service: Fast, friendly, knowledgeable staff. Clean facilities (restrooms are critical!). Efficient checkout (multiple points, potentially mobile pay).

6. Marketing & Sales Strategy:
   - Brand Identity: Modern, clean, fresh, reliable, community-oriented. Logo, signage, interior design reflect this.
   - Grand Opening: Significant promotion (local ads, social media, doorbusters, free coffee samples, community event).
   - Digital Marketing:
   - Website: Simple, location info, hours, highlight key offerings (fresh food, local products).
   - Social Media (FB/Insta): High-quality photos of food/fresh items, daily specials, promotions, community spotlights, respond to reviews.
   - Google My Business: Optimized listing, encourage reviews.
   - Loyalty App: Core strategy. Points for fuel & in-store purchases, personalized offers, mobile payment, push notifications for deals.
   - Local Marketing:
   - Flyers/door hangers in nearby neighborhoods.
   - Partnerships: Local businesses (lunch specials for offices?), schools (sponsorship), community events.
   - Local media (Isthmus, neighborhood newsletters).
   - In-Store Promotions: Sandwich/salad combo deals, coffee loyalty (buy X get 1 free), fuel discounts with grocery purchase, seasonal offerings.
   - Pricing Strategy: Competitive on fuel, value-driven on essentials, premium pricing justified by quality for fresh/grocery/G&G items.

7. Operations Plan:
   - Location: 0.5 - 1 acre parcel. Excellent visibility, easy ingress/egress (dual access ideal), high traffic count (25,000+ VPD target), proximity to residential density. Zoning: C-Commercial. Environmental Phase I ESA critical.
   - Facility: ~2,500 - 3,500 Sq Ft building. Modern design (lots of glass, clean lines). Layout:
     - Efficient fuel canopy (6-8 multi-product dispensers).
     - Spacious, well-lit store with clear sightlines.
     - Dedicated Grab & Go cooler section.
     - Dedicated fresh produce/dairy section.
     - Prominent deli/sandwich prep area (open kitchen concept ideal).
     - Large coffee/hot beverage bar.
     - Ample cooler/freezer space.
     - Clean, well-maintained restrooms.
     - Back office, storage, employee area.

- Technology:
  - Modern POS system integrated with fuel controllers and loyalty program.
  - Inventory management software.
  - Security cameras (inside & out).
  - Digital menu boards (fuel prices, food specials).
  - Robust Wi-Fi.
- Suppliers: Major fuel supplier contract. Broadline food distributor (Reinhart, US Foods). *Critical:* Local bakery, dairy, coffee roaster, produce supplier relationships. Vending partners (ATM, lottery).

- Processes: Strict inventory control (FIFO), rigorous food safety protocols (HACCP), fuel safety/environmental compliance (WI DNR), cash handling procedures, staff training programs, preventative maintenance schedule.

8. Risk Analysis & Mitigation:
- Fuel Price Volatility: Hedging contracts (if feasible), focus on driving higher-margin in-store sales volume. Loyalty program.
- Competition: Strong differentiation (fresh food, quality), superior service/cleanliness, local focus, aggressive loyalty program.
- Economic Downturn: Focus on essential items, value messaging, maintain quality to retain customers.
- Regulatory/Environmental: Strict adherence to WI DNR & EPA regulations, regular tank testing, spill prevention plans, proper waste disposal. Experienced legal/environmental counsel.
- Labor Market: Competitive wages, flexible scheduling, positive work environment, training, potential hiring from UW-Madison student pool.
- Reputation Risk: Exceptional cleanliness (especially restrooms), outstanding customer service, proactive response to issues/social media, high food safety standards.
- Location Risk: Extensive due diligence on traffic patterns, demographics, competition, access, and future development plans before site purchase.

9. Exit Strategy (Optional but Forward-Thinking):
- Long-Term Goal: Build a successful, profitable operation with a strong brand reputation.
- Potential Exits:
- Acquisition by a larger regional or national convenience store chain.
- Franchise the concept based on success.
- Sale to a private investor or management team.
- Continue as a profitable owner-operated business.

Conclusion:
Go Grocer addresses a clear market need on Madison's west side for a premium convenience experience combining quality fuel, genuine grocery essentials, and excellent fresh food. By focusing on superior product quality, a modern environment, exceptional service, and community integration, Go Grocer is positioned to capture

significant market share and become a profitable neighborhood staple. This plan outlines the roadmap; securing the optimal location and adequate funding are the critical next steps.

August 2025 ALRC New License

Class A Licenses.csv

All items

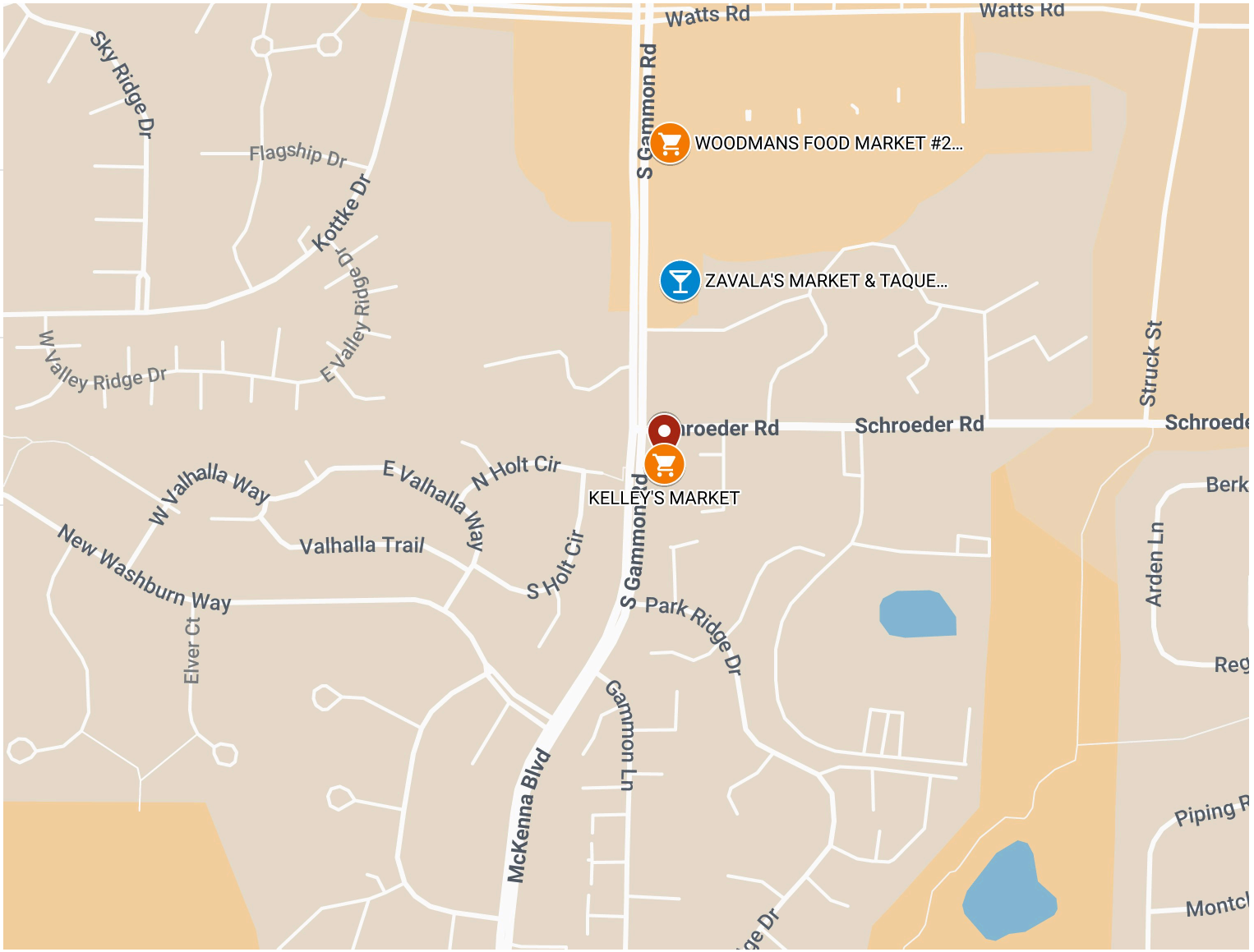
Class B Licenses.csv

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: 89312

File ID:	89312	**File Type:**	License	**Status:**	Council New Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/25/2025
File Name:				**Final Action:**	

Title: Public Hearing - New License
Union Corners LLC • dba Union Corners Tavern
2438 Winnebago St • Agent: Mark Burish
Estimated Capacity (in/out): 111/40
Class B Combination Liquor & Beer • 30% alcohol, 70% food
Police Sector 603 (District 15)

Notes:

CC Agenda Date: 08/05/2025

Agenda Number: 97.

Sponsors:

Effective Date:

Attachments: LICLIB-2025-00707 App.pdf, LICLIB-2025-00707 Supplemental.pdf, 2438 Winnebago St 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	07/25/2025	Referred for Introduction				

Action Text: This License was Referred for Introduction
Notes: Alcohol License Review Committee- Public Hearing (8/20/25), Common Council (9/2/25)

Text of Legislative File 89312

Title

Public Hearing - New License
Union Corners LLC • dba Union Corners Tavern
2438 Winnebago St • Agent: Mark Burish
Estimated Capacity (in/out): 111/40
Class B Combination Liquor & Beer • 30% alcohol, 70% food
Police Sector 603 (District 15)

1293

Liquor/Beer License Application

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)

(Legistar file number)
LICLIB-2025-00707
(License number)

15 (Alder District #) 603 (Police Sector)

Office Use Only

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.
   Union Corners LLC
2. Trade Name (doing business as) Union Corners Tavern
3. Address to be licensed 2438 Winnebago St. Madison WI 53704
4. Mailing address 33 E Main St Suite 400 Madison WI 53703
5. Anticipated opening date 9-5-25
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 will be sold in the restaurant at tables and at the bar and also on the enclosed patio. It will be stored in a locked storage room on premises.

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

   Indoor: 111 Outdoor: 40

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

    Parking is shared on street and in parking lot with retail + dwellings

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

    ☐ No ☒ Yes, license issued to Touch of Ukraine 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 Mark Burish

13. City, state in which agent resides Madison

14. How long has the agent continuously resided in the State of Wisconsin? 70+ yrs

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 4/2/2025

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	Mark Burish	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.

    Mark Burish

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

    ☐ No ☒ Yes (explain) Steakhouse LLC

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) Agent is also Agent of Steakhouse LLC + Steakhouse Milwaukee LLC listed

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
7a - 11p	11a - 11p	11a - 11p	11a - 11p	11a - 11p	11a - 11p	7a - 11p
(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:
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, 20_____.

38. State Seller's Permit 4 5 6 - 1 0 3 2 1 4 2 0 7 5 - 0 4

39. Federal Employer Identification Number 39- 3137478

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

Contact person Julie Peterson

Business phone 608.444-0669 Business e-mail address julie@rarestreats.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 Mark Burish

Phone 608-257-0945 E-mail mburish@hurleyburish.com

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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)

Will email on 7/21 too many pages

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.

_____ 7/10/25

(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 _____

GENERAL NOTES

A. CONTRACTOR IS TO REVIEW 1/0 FLOOR PLANS FOR PARTITION LOCATIONS.

B. USE CEMENTITIOUS BOARD AT FINISH SIDE OF WET WALLS, TYPICAL. WET WALLS ARE WALLS IN SHOWERS AND WALLS WITH SINKS, TOILETS, AND URINALS THAT ARE TO RECEIVE TILE. WRAP CEMENTITIOUS BOARD ON WALLS PERPENDICULAR TO THE WET WALLS IF THE WALL IS CLOSER THAN 3'-0" TO THE WATER SOURCE FOR A MINIMUM LENGTH OF 5'-0".

C. USE GLASS-MAT INTERIOR GYP BD AT ALL OTHER TILE LOCATIONS (NON-WET WALLS).

D. AT THE INTERSECTION OF PARTITIONS OF DISSIMILAR RATINGS, THE PARTITION OF THE HIGHER RATING SHALL CONTINUE THROUGH UNINTERRUPTED AND SHALL TAKE PRECEDENCE OVER THE LOWER PARTITION RATING.

E. REFER TO LIFE SAFETY PLANS FOR SMOKE TIGHT AND FIRE RATED WALLS.

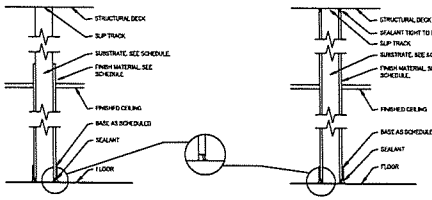
F. SEE DRAWINGS FOR SPECIFIC PARTITION DETAILS.

G. PROVIDE ACOUSTICAL JOINT SEALANTS AT ALL PENETRATIONS IN WALLS WITH PARTITION SECTION 'S'.

H. STC RATING IS A DESIGN GUIDE AND SHOULD BE VERIFIED FOR DESIGN REQUIREMENTS.

I. PROVIDE BOND BEAM AT TOP OF ALL CMU WALLS, U.N.O.

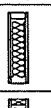
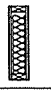
PARTITION DETAILS



PARTITION SECTION "P"

PARTITION SECTION "D"

INTERIOR WALL ASSEMBLY TYPES

	COMMON PARTITIONS			COMMON PARTITIONS			SPECIAL ASSEMBLIES			
	CODE	PLAN VIEW	DESCRIPTION	CODE	PLAN VIEW		CODE	PLAN VIEW	DESCRIPTION	UL ASSEMBLY
METAL STUD	S2-01		- 2-1/2" METAL STUD - 5/8" GYPSUM BOARD TYPE 'X'	S4-01 S4-01 S8-01		- 2X METAL FRAME - 5/8" GYPSUM BOARD TYPE 'X'	S4-11A-1r S8-11A-1r		- 5/8" GYPSUM BOARD TYPE 'X' - METAL STUD - MIN. 3" BATT INSULATION - 5/8" GYPSUM BOARD TYPE 'X'	UL U404 STC -- 1 HR RATED
	S2-11		- 5/8" GYPSUM BOARD TYPE 'X' - 2-1/2" METAL STUD - 5/8" GYPSUM BOARD TYPE 'X'	S4-11 S8-11 S8-11		- 5/8" GYPSUM BOARD TYPE 'X' - 2X METAL FRAME - 5/8" GYPSUM BOARD TYPE 'X'	S4-11A-D S8-11A-P		- 5/8" GYPSUM BOARD TYPE 'X' - STUD - MIN. 3" BATT INSULATION - 5/8" GYPSUM BOARD TYPE 'X'	UL U404 STC --

PLAN MARK

EXAMPLE: S4 -11A-D

- FINAL LETTER INDICATES THE PARTITION HEIGHT.
- "A" INDICATES INSULATION IN PARTITION AND SOUND ATT. BAT INSULATION ABOVE CEILING EXTENDS OUT 2'-0" ALONG WALLS
- NUMBER INDICATES HOW MANY LAYERS OF GYPSUM
- FIRST LETTER INDICATES STUD

ACCESSIBILITY NOTES

A. FOLLOW ALL ACCESSIBILITY CODE GUIDELINES WHERE REQUIRED TO MEET ACCESSIBILITY REQUIREMENTS.

B. ACCESSIBLE ROUTES SHALL NOTE CHANGE IN LEVEL OF MORE THAN 1/2" ALONG ROUTE INCLUDING AT BUILDING ENTRANCES. WHEN THRESHOLDS ARE PROVIDED. THEY SHOULD BE NO MORE THAN 1/2.

C. ALL DOORS (HALL) PROVIDE A MIN. CLEAR OPENING OF 32" CLEAR WHEN DOOR IS OPEN 90 DEGREES.

D. SOLID WOOD BLOCKING FOR GRAB BARS SHALL BE INSTALLED AROUND TOILETS. SUCH REINFORCEMENT SHALL BE INSTALLED ACCORDING TO MANUFACTURER'S REQUIREMENTS.

E. LIGHT SWITCHES, ELECTRICAL OUTLETS, THERMOSTATS, EXHAUST CONTROLS AND OTHER ENVIRONMENTAL CONTROLS TO BE LOCATED WITH OPERABLE PARTS NO HIGHER THAN 48" AND NO LOWER THAN 15" ABOVE THE FLOOR. IF REACH IS OVER AN OBSTRUCTION, THE HEIGHT SHALL BE 46" FOR FORWARD APPROACH AND 48" FOR PARALLEL APPROACH. (NOTE: OBSTRUCTIONS MAY NOT EXTEND MORE THAN 25" FROM THE WALL)

F. VANITIES, LAVATORIES AND SINKS SHALL BE INSTALLED WITH THE CENTER LINE OF THE FIXTURE A MINIMUM OF 12" FROM ADJACENT WALL AND THE TOP OF THE FIXTURE RIM NO HIGHER THAN 2'-10" A.F.F.

G. ALL FLOOR FINISHES IN ACCESSIBLE ROUTES, INTO AND THROUGH-OUT UNIT, AND IN PUBLIC AREAS SHALL BE SLIP RESISTANT WITH A MIN OF .60 COF.

H. PROVIDE WOOD BLOCKING IN WALLS FOR TOILET ACCESSORIES, GRAB BARS, ETC. TO MEETING ADA REQUIREMENTS.

I. TOILET FLUSH VALVES SHALL BE ON THE APPROACH SIDE OF TOILETS.

GENERAL NOTES

A. THESE GENERAL NOTES APPLY TO THE CONSTRUCTION DOCUMENTS AND SHALL GOVERN UNLESS NOTED OTHERWISE BY GENERAL NOTES OR KEYNOTES ON SPECIFIC SHEETS.

B. ALL WORK UNDER THIS CONTRACT SHALL BE PERFORMED IN STRICT COMPLIANCE WITH ALL LOCAL CODES, ORDINANCES AND REGULATIONS OF THE GOVERNMENT AUTHORITIES HAVING JURISDICTION. NOTIFY ARCHITECT OF ANY DISCREPANCIES BETWEEN CURRENT CODES AND CONSTRUCTION DOCUMENTS.

C. DO NOT SCALE THE DRAWINGS. IF A CONTRADICTION OCCURS WITHIN THE CONTRACT DOCUMENTS OR INFORMATION IS UNCLEAR, THE CONTRACTOR SHALL NOTIFY THE ARCHITECT FOR CLARIFICATION.

D. CONTRACTOR SHALL FIELD VERIFY ALL EXISTING CONDITIONS, DIMENSIONS, AND COORDINATE. THE CONTRACTOR SHALL NOTIFY THE ARCHITECT OF ANY DISCREPANCIES BETWEEN EXISTING CONDITIONS AND THE CONTRACT DOCUMENTS.

E. CONTRACTOR SHALL REVIEW ALL CONTRACT DOCUMENTS AND NOTIFY THE ARCHITECT OF ANY CONFLICTS OR DOCUMENT CONFLICTS PRIOR TO STARTING WORK.

F. CONTRACTOR SHALL COORDINATE ALL PROJECT PHASING AND PROJECT LIMIT AREA AND STAGING WITH OWNER OR AS SPECIFIED AND/OR SHOWN ON THE DRAWINGS.

G. PROVIDE A SAFE MEANS OF EGRESS THROUGH AND/OR AROUND THE BUILDING AND SITE PER APPLICABLE CODES AT ALL TIMES DURING THE CONSTRUCTION PROCESS. MINIMIZE DISRUPTION TO ADJACENT AREAS/FLOORS AS MUCH AS POSSIBLE.

H. ALL EXTERIOR WOOD BLOCKING SHALL BE PRESERVATIVE TREATED. WOOD MAY NOT BE USED IN AN EXPOSED LOCATION UNLESS IT IS A FINISHED MATERIAL IN A NON-COMBUSTIBLE ASSEMBLY OR AS SPECIFIED.

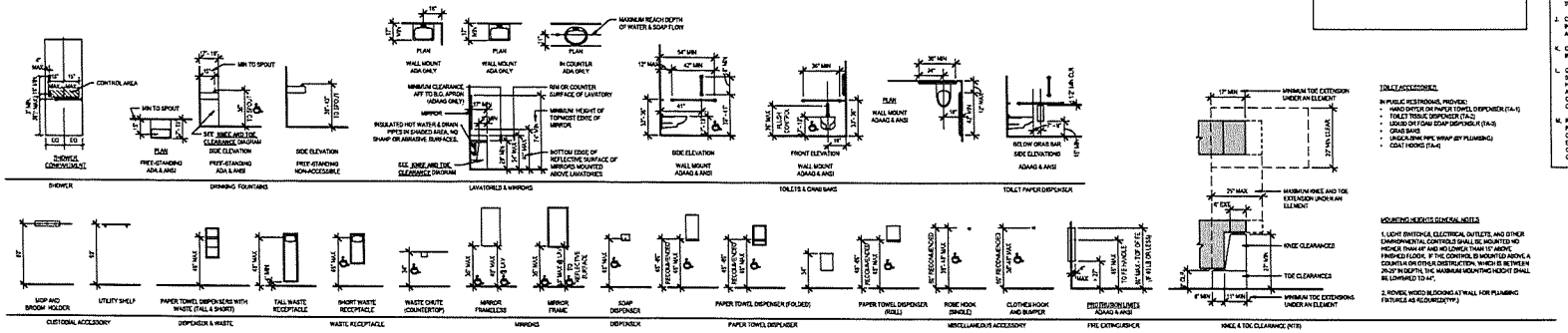
I. STRUCTURAL STEEL MEMBER PROFILES AS INDICATED ON ARCHITECTURAL DRAWINGS MAY VARY FROM ACTUAL PROFILES AND SIZES INDICATED ON THE STRUCTURAL DRAWINGS WHICH SHALL GOVERN.

J. CONTRACTOR SHALL OBTAIN ALL PERMITS REQUIRED TO PERFORM WORK IN ACCORDANCE WITH REQUIREMENTS AND PROCEDURES OF ANY AND ALL AUTHORITIES HAVING JURISDICTION.

K. CONTRACTOR SHALL COORDINATE WITH THE WORK OF OTHERS NOT INCLUDED IN THE THIS CONTRACT AS DIRECTED BY THE OWNER.

L. CONTRACTOR SHALL COORDINATE EXACT LOCATIONS OF LIGHT FIXTURES, SPEAKERS, SMOKE DETECTORS, EXIT LIGHTS, ACCESS PANELS, SPRINKLER HEADS, SPRINKLER LINE ROUTING, HVAC DUCTS, DIFFUSERS, REGISTERS, AND OTHER SUCH CEILING ITEMS WITH MECHANICAL, ELECTRICAL AND OTHER TRADES. NOTIFY ARCHITECT PROMPTLY IF ANY LOCATIONS CONFLICT WITH ARCHITECTURAL REFLECTED CEILING PLANS.

M. REFER TO ARCHITECTURAL, STRUCTURAL, MECHANICAL, PLUMBING, FIRE PROTECTION, AND ELECTRICAL DRAWINGS FOR FLOOR, WALL AND CEILING OPENINGS. ALL OPENINGS SHALL BE CUT AND PATCHED AS REQUIRED BY EACH DISCIPLINE OR TRADE REQUIRING THE OPENING UNLESS NOTED OTHERWISE IN THE CONSTRUCTION DOCUMENTS. PATCHING IS TO BE IN CONFORMANCE WITH APPLICABLE CODES.



TOILET ACCESSORIES:

IN PUBLIC RESTROOMS, PROVIDE:
- HAND DRYER OR PAPER TOWEL DISPENSER (TA-1)
- TOILET TISSUE DISPENSER (TA-2)
- LIQUID OR FOAM SOAP DISPENSER (TA-3)
- GRAB BARS
- UNDER SINK PIPE WRAP (BY PLUMBING)
- COAT HOOKS (TA-4)

MOUNTING HEIGHTS GENERAL NOTES:

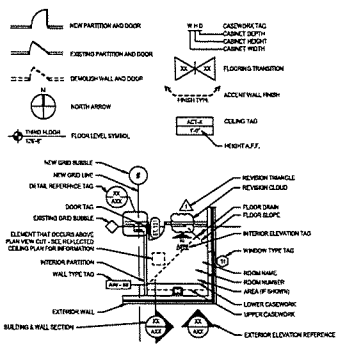
1. LIGHT SWITCHES, ELECTRICAL OUTLETS, AND OTHER ENVIRONMENTAL CONTROLS SHALL BE MOUNTED NO HIGHER THAN 48" AND NO LOWER THAN 15" ABOVE FINISHED FLOOR. IF THE CONTROL IS MOUNTED ABOVE A COUNTER OR OTHER OBSTRUCTION, WHICH IS BETWEEN 20-25" IN DEPTH, THE MAXIMUM MOUNTING HEIGHT SHALL BE LOWERED TO 44".

2. PROVIDE WOOD BLOCKING AT WALL FOR PLUMBING FIXTURES AS REQUIRED(TYP.)

LEGEND - MOUNTING HEIGHTS - ACCESSIBILITY

∠	ANGLE	EQUIP	EQUIPMENT	G	GAS, GUTTER	JST	JOIST	O	OUTLET	QTY	QUANTITY	SLNT	SEALANT	V	VALVE, VOLT, VOLT
℄	CENTERLINE	EXG	EXISTING	GR	GRAB BAR, GYPSUM BOARD			OC	ON CENTER			SM	SHEET METAL	VB	VINYL BASE, VACUUM BREAKER
@	AT	EXT	EXTERIOR	GC	GENERAL CONTRACTOR	KIT	KITCHEN	OD	OUTSIDE (DIAMETER/DIMENSION)	R	RIGHT, RISER	SOG	SLAB ON GRADE	VEN	VENEER
x	BY	EXTN	EXTEND(SION)	GD	GRADE, GRADING	L	LEFT, LONG, LENGTH, LUMEN	OF	OUTSIDE FACE	RC	REINFORCED CONCRETE	SPEC(S)	SPECIFICATION(S)	VENT	VENTILATOR(TION)
				GEN	GENERATOR, GENERAL	LOC	LOCATION	OH	OVERHEAD	RCP	REFLECTED CEILING PLAN	SPKLR	SPRINKLER	VERT	VERTICAL
ADA	AMERICANS WITH DISABILITIES ACT	F	FACE OF	GL	GLASS, GLAZING	LTG	LIGHTING	OPG	OPENING	RCES	RECESSED	SQ	SQUARE	VES	VESTIBULE
AFF	ABOVE FINISHED FLOOR	FBO	FURNISHED BY OWNER	GLBLK	GLASS BLOCK	LTL	LINTEL	OPP	OPPOSITE	RECT	RECTANGULAR	SST	STAINLESS STEEL	VF	VINYL FABRIC
AL(UM)	ALUMINUM	FD	FLOOR DRAIN	GP	GRADE	LVL	LEVEL	OPS	OPPOSITE SURFACE	REF	REFERENCE	STD	STANDARD	VIF	VERIFY IN F.I.P.
		FND	FOUNDATION	GRL	GRILLE			OPT	OPTIONAL	REFR	REFRIGERATOR(OR)	STG	STAINING	VIP	VINYL PLASTIC
B	BATHROOM	FEC	FIRE EXTINGUISHER CABINET	GWB	GYPSUM WALL BOARD					REINF	REINFORCED(ING)(EMENT)	STIF	STIFFENER	VR	VAPOR RETARDER
BD	BOARD, BEAD	FEF	FINISHED END PANEL	GYP	GYPSUM	MA	MASONRY	P, PTD	PAINT, PIPE, POLE	RELOC	RELOCATE(ED)(ING)	STL	STEEL	VTR	VENT THROUGH ROOF
BFE	BOTTOM OF FOOTING ELEVATION	HAC	FINISHED FLOOR ELEVATION	HC	HANDICAPPED, HOSE CABINET, HOLLOW CORE	MATL	MATERIAL	PA	PUBLIC ADDRESS	REM	REMOVE(ED)(ABLE)	STOR	STORAGE	W	WIDE, WIDTH, WASTE, WEST, WATER, WALL, WATT
BLK	BLOCK	FH	FULL HEIGHT	HDR	HEADER	MAX	MAXIMUM	PAR	PARALLEL	REQD	REQUIRE(MENT)(D)	STR	STRAIGHT	W/	WITH
BLKG	BLOCKING	FIN	FINISH(ED)	HDWR	HARDWARE	MECH	MECHANICAL	PCRM	PERIMETER	RESD	RESIDENCE	STRUCT	STRUCTURE(AL)	WD	WITHOUT
BSMT	BASEMENT	FIXT	FIXTURE	HM	HOLLOW METAL	MFD	MANUFACTURED	PERM	PERMANENT	RET	RETURN	SUBFL	SUBFLOOR(ING)	WG	WOOD
BUR	BUILT-UP-ROOFING	FLASH	FLASHING	HMT	HORIZONTAL OR HEAD JOINT	MFR	MANUFACTURER	PFB	PREFABRICATED	RF	ROOM FINISH	SUSP	SUSPEND(ED)(SION)	WDW	WINDOW
		FLR	FLOOR(ING)	HR	HANDRAIL, HOURLY	MIN	MINIMUM, MINUTE	PFM	PREFORMED	RFG	ROOFING	SYS	SYSTEM	WP	WATERPROOF
C/C	CENTER TO CENTER	FOC	FACE OF CONCRETE	HS	HAND SINK	MIR	MIRROR	PTN	PREPAINTED	RL	RAIL(ING)			WPR	WATERPROOF(ING)
C	CONDUIT, CENTIGRADE	FOF	FACE OF FINISH	HT	HEIGHT	MM	MILLIMETER(S) MONOLITHIC MATERIAL	PGL	PLATE GLASS	RO	ROUGH OPENING	T	TREAD, TOILET	W/HST	WEATHERSTRIP
CIPC	CAST IN PLACE CONCRETE	FOM	FACE OF MASONRY	HVAC	HEATING, VENTILATING, AIR CONDITIONING	MO	MASONRY OPENING	PKG	PARKING, PACKAGE	RV	ROOF VENT	TF	TOP OF	W/STR	WEATHERSTRIP
CLG	CEILING	FOS	FACE OF STUDS			MOD	MODULAR	PLBG	PLUMBING			TEL	TOP OF BEAM ELEVATION	WTH	WALL TO WALL
CONST	CONSTRUCTION	FOW	FACE OF WALL			MT	MOUNT	PLWD	PLYWOOD	S	SOUTH, SOUND, SLAB	TEXT	TEXTURE	XH	EXTRA HEAVY
CPT	CARPET	FP	FIRE PROOF(ING)			MTD	MOUNTED	PNL	PANEL	SA	SUPPLY AIR	THK	THICKNESS		
CW	CURTAIN WALL	FS	FULL SCALE, PAIR SIDE, FOOTING & STEP			MTG	MOUNTING, MEETING	PROJ	PROJECT(ION)(OR)	SAB	SOUND ATTENUATION BATT	TOL	TOLERANCE	YD	YARD
DET	DETAIL	FT	FOOT, FEET			MTL	METAL	PTN	PARTITION	SCHED	SCHEDULE	TR	TRANSOM	YR	YEAR
DIM	DIMENSION	FTF	FACE TO FACE			MUL	MULLION	PV	PAVE(D)(ING)	SECT	SECTION	TRC	TOP OF SLAB ELEVATION		
DR	DOOR, DINING ROOM	FTG	FOOTING			MULT	MULTIPLE	PVMT	PAVEMENT	SF	SQUARE FEET	TWE	TOP OF WALL ELEVATION		
		FUR	FURRING					PVT	PIVOT, POINT OF VERTICAL TANGENCY	SGL	SINGLE	TYP	TYPICAL		
E	EAST	FUT	FUTURE			N	NORTH	PWR	POWER	SHR	SHOWER				
EL	ELEVATION	FXTR	FIXTURE			NA	NOT APPLICABLE			SHT	SHEET(ING)	UNFIN	UNFINISHED		
ELEC	ELECTRICAL					NOM	NOMINAL			SHTG	SHEATHING	UNO	UNLESS NOTED OTHERWISE		
ENTR	ENTRANCE					NTS	NOT TO SCALE			SHV	SHELF(VING)	UTIL	UTILITY		
EQ	ELECTRICAL OUTLET									SI	SQUARE INCH				
EQ	EQUAL									SIM	SIMILAR				

LEGEND - ABBREVIATIONS



LEGEND - ARCHITECTURAL STANDARDS

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PROJECT:
CARBON – BAR/ BREWERY
TENANT IMPROVEMENT
2430 WINNEBAGO ST
MADISON, WI 53704

OWNER:
GORMAN & COMPANY
200 N. MAIN STREET
OREGON, WI 53575

ARCHITECT:
KORB ARCHITECTURE
646 N. PLANKINTON AVE
SUITE 240
MILWAUKEE, WI 53203

CIVIL ENGINEER:
N/A

STRUCTURAL ENGINEER:
N/A

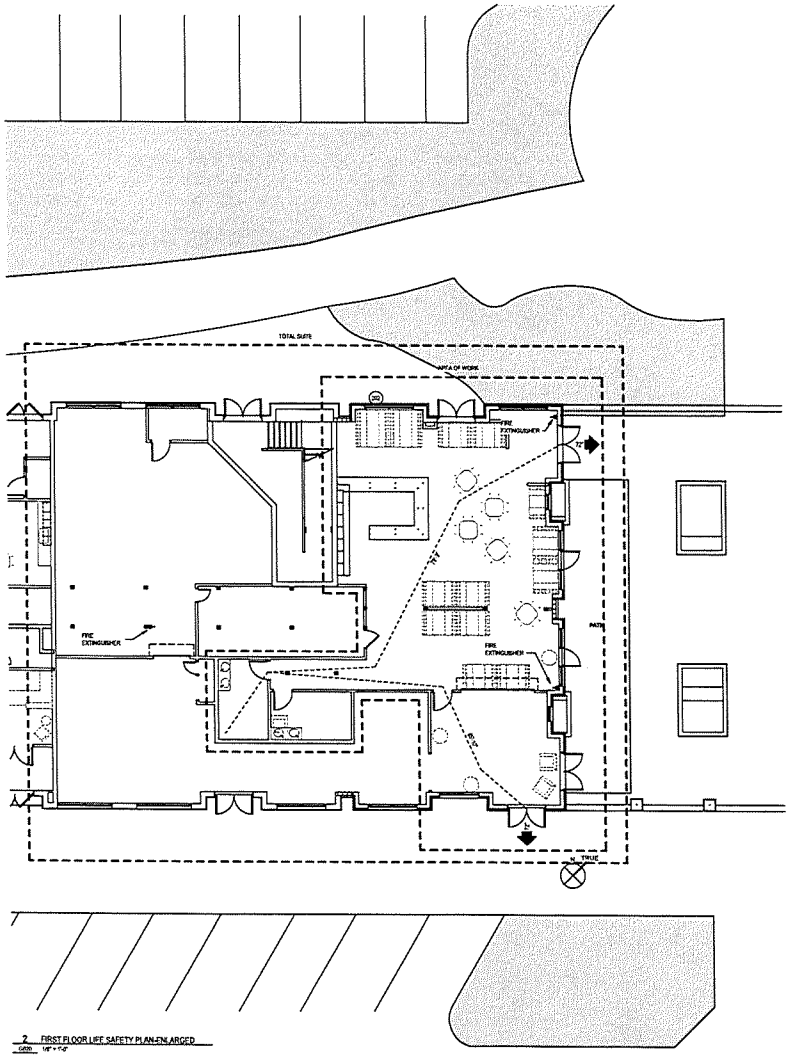
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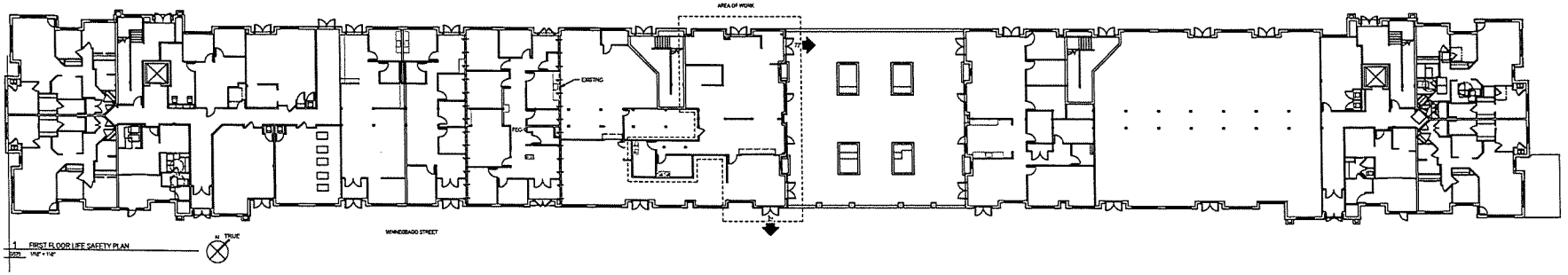
ABBREVIATIONS, SYMBOLS, AND ADA MOUNTING HEIGHTS

G010

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2 FIRST FLOOR LIFE SAFETY PLAN-ENLARGED
G020 1/8" = 1'-0"



1 FIRST FLOOR LIFE SAFETY PLAN
G020 1/16" = 1'-0"

LIFE SAFETY LEGEND

FEC-1 BUILDING STANDARD FIRE EXTINGUISHER CABINET - SEMI RECESSED OR FULLY RECESSED

MEANS OF EGRESS FROM ROOM OR LEVEL
X" = CLEAR WIDTH OF OPENING IN INCHES

MEANS OF EGRESS EXIT DISCHARGE
X" = CLEAR WIDTH OF OPENING IN INCHES

COMMON PATH OF TRAVEL (MAX. 100'-0")

TOTAL PATH OF TRAVEL (TO NEAREST EGRESS DISCHARGE)

ACCESSIBLE ROUTE

1 HOUR FIRE BARRIER

BUILDING AND CODE INFORMATION

APPLICABLE CODES
BUILDING CODE: THE WISCONSIN COMMERCIAL EXISTING BUILDING CODE, IEBC 2015
ACCESSIBILITY CODE: ICC/ANSI A117.1 (2009)

PROJECT DESCRIPTION
AT XXXX SF LEVEL 2 ALTERATION ON THE 1ST FLOOR OF AN EXISTING FOUR STORY BUILDING

BUILDING INFORMATION

CONSTRUCTION TYPE	TYPE VA
OCCUPANCY CLASSIFICATION	PRIOR OCCUPANCY - BAR/ BREWERY RESTAURANT TYPE A2 NEW OCCUPANCY - BAR/ BREWERY RESTAURANT TYPE A2
NUMBER OF STORIES	4 ABOVE GRADE
SPRINKLER SYSTEM	FULLY SPRINKLERED

NUMBER OF EXITS AT GRADE -2

OCCUPANT LOAD (PER IBC 1004.1)
PROPOSED OCCUPANCY TO REMAIN THE SAME - ASSEMBLY

KITCHEN - 426 SF (200 SAF/PERSON) = 12.4 OCCUPANTS
BAR - 148 SF (200 SF PER PERSON) = 5.94 OCCUPANTS
FLEXIBLE SEATING - 615 SF (15 SAF/PERSON) = 36.3 OCCUPANTS
BAR STOOLS = 15 BAR STOOLS
FIXED SEATING - 46 SEATS

TOTAL OCCUPANCY = 111 OCCUPANTS

MEANS OF EGRESS
NUMBER OF EXITS REQUIRED FROM SUITE - 2
NUMBER OF EXITS PROVIDED FROM SUITE - 2
EXIT DOOR WIDTH REQUIRED: 0.2 X 111 OCCUPANTS = 22.2" REQUIRED
EXIT DOOR WIDTH PROVIDED: 2 FIRE DOORS AT 72" EACH = 144"
MAXIMUM COMMON PATH OF TRAVEL DISTANCE = 70'-0"

ACCESSIBILITY
EXISTING BUILDING IS FULLY ACCESSIBLE
ACCESSIBLE PARKING SPACES - PROVIDED
ACCESSIBLE PATH TO BUILDING ENTRANCE - PROVIDED

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CIVIL ENGINEER:
N/A

STRUCTURAL ENGINEER:
N/A

DATE	REVISION

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LIFE SAFETY INFORMATION

G020

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KEYNOTES - PLAN NOTES

Key Value	Keynote Text
200	BOOTH BY OTHERS
201	FURNITURE BY OTHERS
202	ADD VI-I TO DOOR/WINDOW GLASS
203	ADD ACOUSTICAL PANELS TO EACH GLASS SEGMENT ON THE SOUTH SIDE OF GARAGE DOOR. INSTALL WITH CONCEALED ATTACHMENTS SO THEY ARE NOT VISIBLE FROM THE NORTH SIDE. PROVIDE 1 ADD VIN PLM TO THE NORTH SIDE OF THE GLASS. ENSURE GARAGE DOOR IS OPERABLE WITH PANELS ATTACHED
204	PROVIDE WORK IN HANDICAP WINDOWS
205	INCREASE HEIGHT OF WALLS TO 69" TO ALIGN WITH THE WALL PANELING. PROVIDE NEW WALL CAP FOR ACCESS TO PLUMBING.

KEYNOTES - DEMO NOTES

Key Value	Keynote Text
100	REMOVE WOOD CASEWORK AT WINDOWS AND BY COLUMN
101	REMOVE SMALL PENDANTS OVER EXISTING BAR
102	REMOVE BACK BAR SHELVING AND SUPPORTS. EXISTING TILE TO REMAIN

FLOOR PLAN GENERAL NOTES

A. DO NOT SCALE THE DRAWINGS. VERIFY ALL CONDITIONS ON-SITE BEFORE PROCEEDING WITH WORK. ANY CONFLICT OR DISCREPANCY BETWEEN INFORMATION ON DRAWINGS AND ACTUAL FIELD CONDITIONS SHOULD BE BROUGHT TO ARCHITECT'S ATTENTION FOR RESOLUTION PRIOR TO COMMENCING WORK.

B. SEE SHEET G200 FOR INTERIOR PARTITION TYPES AND WALL ASSEMBLY INFORMATION. SEE CODE PLANS FOR LOCATIONS OF RATED WALLS. ALL WALLS REQUIRING SMOKE PROTECTION REQUIRE, TYPE 'X' GYPS TO THE CEILING.
   a. ALL INTERIOR PARTITIONS SHALL BE TYPE S4-11A-D UNLESS NOTED OTHERWISE, U.N.O.
   b. ALL INTERIOR FURRING AT COLUMNS AND CHASES SHALL BE TYPE S4-01 U.N.O.
   c. ALL SOFFIT TO BE MSRWM WALLS TO BE W-1 U.N.O.

C. TYPICAL INTERIOR DOOR FRAMES TO BE 4" FROM ADJACENT WALL IF NOT DIMENSIONED.

D. IN-WALL BLOCKING. CONTRACTOR TO INSTALL AS REQUIRED FOR WALL HUNG CASEWORK, TOILET ROOM ACCESSORIES, OR EQUIPMENT SHOWN IN PLANS AND INTERIOR ELEVATIONS.

E. "ALIGN" AS USED IN THESE DOCUMENTS SHALL MEAN TO ACCURATELY LOCATE FINISH FACES IN THE SAME PLANE.

F. "TYPICAL" (OR TYP.) AS USED IN THESE DOCS SHALL MEAN THAT THE CONDITION IS THE SAME OR REPRESENTATIVE FOR ALL SIMILAR CONDITIONS U.N.O.

G. ALL PLAN DIMENSIONS ARE TO FINISH FACE OF STUD WALL, U.N.O.

H. ALL VERTICAL DIMENSIONS TO BE ABOVE FINISH FLOOR (A.F.F.), U.N.O.

I. SEE THE ROOM FINISH SCHEDULE & PLAN FOR FURTHER FINISH AND MATERIAL INFORMATION.

J. WHERE DIMENSIONS ARE SHOWN TO WALLS OR CASEWORK, THE DIMENSIONS ARE TO FINISHED FACE OF WALL OR CABINET UNLESS OTHERWISE NOTED.

K. UNLESS OTHERWISE INDICATED ON THE DRAWINGS, CASEWORK SHALL BE 24" DEEP FOR BASE CABINETS AND 12" DEEP FOR UPPER CABINETS. COUNTERTOPS SHALL BE 25" DEEP. PROVIDE A 4" HIGH BACK AND BACKSPLASH WHERE NO WALL TILE/BACKSPLASH IS SHOWN ON ELEVATIONS.

L. PROVIDE FINISHED CABINET END PANELS, INCLUDING AT KNEE SPACES OR REMOVABLE CASEWORK, WHERE EXPOSED TO VIEW. FLOORING TO CONTINUE UNDER ALL REMOVABLE CASEWORK.

M. SINK SIZES SHOWN ARE GENERAL REPRESENTATIONS ONLY. SEE THE PLUMBING DRAWINGS AND SPECIFICATIONS FOR SINK PRODUCT AND SIZE INFORMATION.

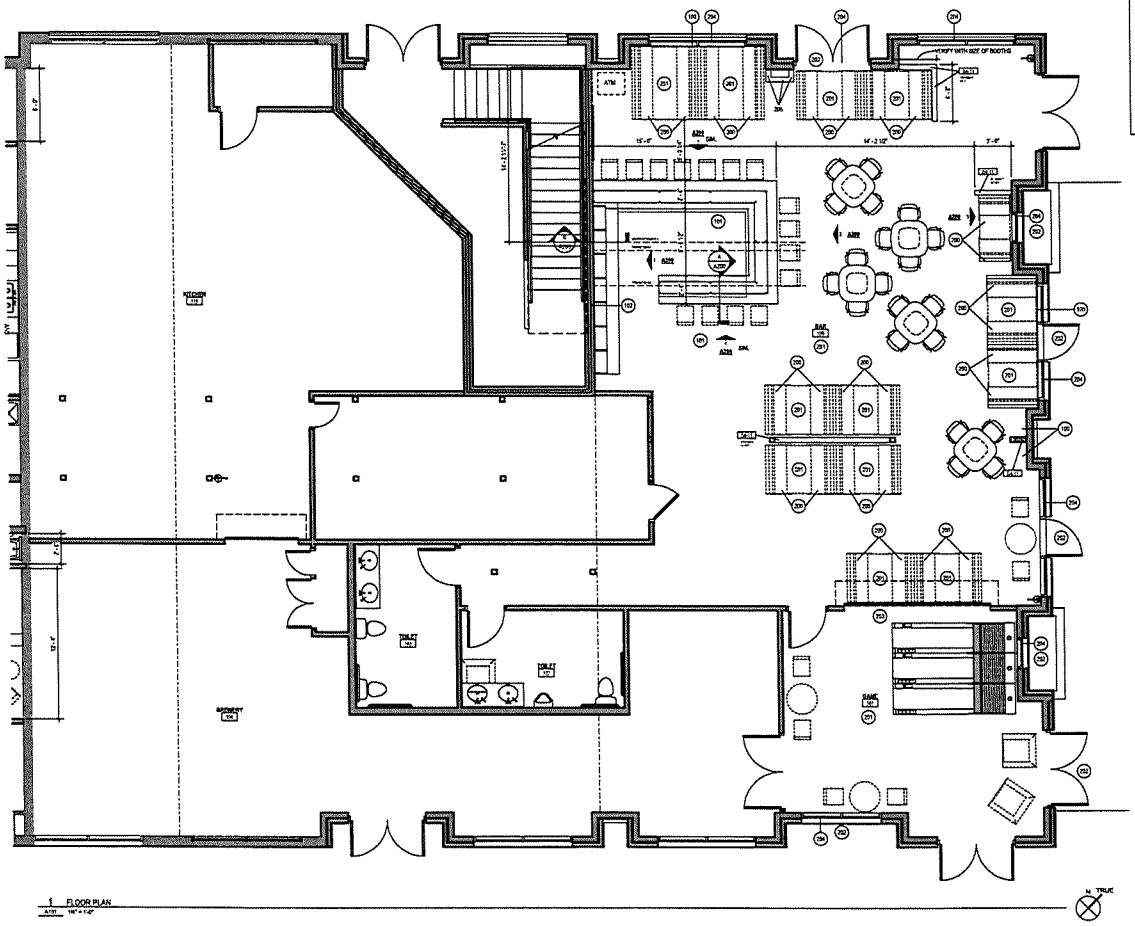
N. ALL PARTITION PENETRATIONS SHALL BE FIELD VERIFIED & BRACED & SEALED AS REQUIRED

O. WHERE NEW WORK ADJOINS EXISTING, SUCH NEW WORK SHALL BE PROPERLY INTEGRATED W/ THE EXISTING TO ENSURE A UNIFORM APPEARANCE. NEW SURFACES SHALL ALIGN W/ EXISTING ADJACENT SURFACES, U.N.O.

P. PATCH & REPAIR ALL EXISTING FINISHES NOT SCHEDULED TO RECEIVE NEW FINISHES AS REQUIRED DUE TO CONSTRUCTION.

Q. EGRESS. CONTRACTOR SHALL MAINTAIN REQUIRED PATHS OF EGRESS FROM OCCUPIED AREA OF EXISTING BUILDING.

NOISE AND DUST CONTROL. CONTRACTOR TO PROVIDE NOISE AND DUST CONTROL IN BUILDINGS WHERE OCCUPANTS ARE ADJACENT TO THE PROJECT AREA.



1 FLOOR PLAN
A101 1/4" = 1'-0"

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SUITE 240
MILWAUKEE, WI 53203

CIVIL ENGINEER:
N/A

STRUCTURAL ENGINEER:
N/A

DATE	REVISION

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DATE:	3/7/25

FLOOR PLAN

A101

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1300

SCHEDULE - LIGHTING FIXTURES

Type Mark	Description	Basis of Design Manufacturer	Model	Finish	Comments
L1	PENDANT	MILLENIUM LIGHTING	R ALINEA COLLECTION RWHC17-SB, 17" PENDANT, SATIN BLACK (RUELD.COM 5114)	SATIN BLACK	
L2	SURFACE MOUNTED PENDANT	METTEMP LIGHTING	SURFACE MOUNTED, SIMILAR TO L1	matte black	
L3	VANITY LIGHT	MILLENIUM LIGHTING	CORELLA 2 LIGHT 11" VANITY, 2302-MB, MATTE BLACK	MATTE BLACK	

KEYNOTES - REFLECTED CEILING PLAN NOTES

Key Value	Keynote Text
301	REMOVE CABLE FROM PENDANT AND SURFACE MOUNTED LIGHTING, IF POSSIBLE, REPLACE EDISON BULBS WITH FROSTED GLOBE BULBS, IF CABLES CANNOT BE REMOVED, REPLACE LIGHTING WITH NEW LIGHTING SHOWN ON REF AND LIGHTING LEGEND
302	REPLACE VANITY LIGHTING WITH L2
303	PROVIDE TUNABLE WHITE LED TAPE LIGHT ON TOP OF CHECKERS AND BACK BAR CABINETS.
304	REMOVE CABLES FROM SINGEL BULB LIGHTS, IF POSSIBLE, REPLACE EDISON BULBS WITH FROSTED GLOBE BULBS, IF CABLES CANNOT BE REMOVED, REPLACE, WITH A SINGEL FROSTED GLOW BULB.

REFLECTED CEILING PLAN LEGEND

- SUSPENDED ACOUSTIC TILE CEILING SYSTEM
- GYPSUM BOARD CEILING CEILING SYSTEM
- EXPOSED CEILING
- RECESSED LED 2'X2' FIXTURE
- BOH SUSPENDED PENDANT
- RECESSED LED CAN FIXTURE (SQUARE OR ROUND)

KEYNOTES - ALTERNATES

KEYNOTE	DESCRIPTION
A1	ALTERNATE 1: TUTONA ACOUSTIC PANELS IN LIEU OF AP-1 PYRAACOUSTIC PANELS

REFLECTED CEILING PLAN GENERAL NOTES

A. THIS DRAWING INDICATES THE GENERAL LOCATION OF FIXTURES, ARCHITECTURAL DETAILS AND FINISHES. VERIFY MOUNTING HEIGHTS OF DECORATIVE FIXTURES WITH ARCHITECT PRIOR TO INSTALLATION.

B. REFER TO DESIGN-BUILD M.E.P. DRAWINGS & SPECS FOR MORE SPECIFIC INFORMATION REGARDING EACH DISCIPLINE (LIGHTING, HVAC GRILLES ACCESS PANEL, SPRINKLERS, SPEAKERS, ETC.). IF CONFLICTS ARE DISCOVERED REGARDING LOCATION OF CEILING PENETRATIONS, CONTACT ARCHITECT FOR FURTHER INFORMATION.

C. COORDINATE LOCATION OF ELECTRICAL FIXTURES, MECHANICAL GRILLES AND DIFFUSERS, SPRINKLER HEADS, AND OTHER CEILING MOUNTED ITEMS. NOTIFY ARCHITECT OF CONFLICTS PRIOR TO FINAL INSTALLATION. SEE FINISH SCHEDULE AND SPECIFICATIONS FOR ADDITIONAL INFORMATION.

D. REFER TO ELECTRICAL DRAWINGS FOR ALL FIXTURE, TYPES, QUANTITIES & LOCATIONS. COORDINATE WITH ARCHITECT FINAL LOCATIONS OF FIXTURES.

E. SEE FINISH SCHEDULE AND SPECIFICATIONS FOR ADDITIONAL INFORMATION.

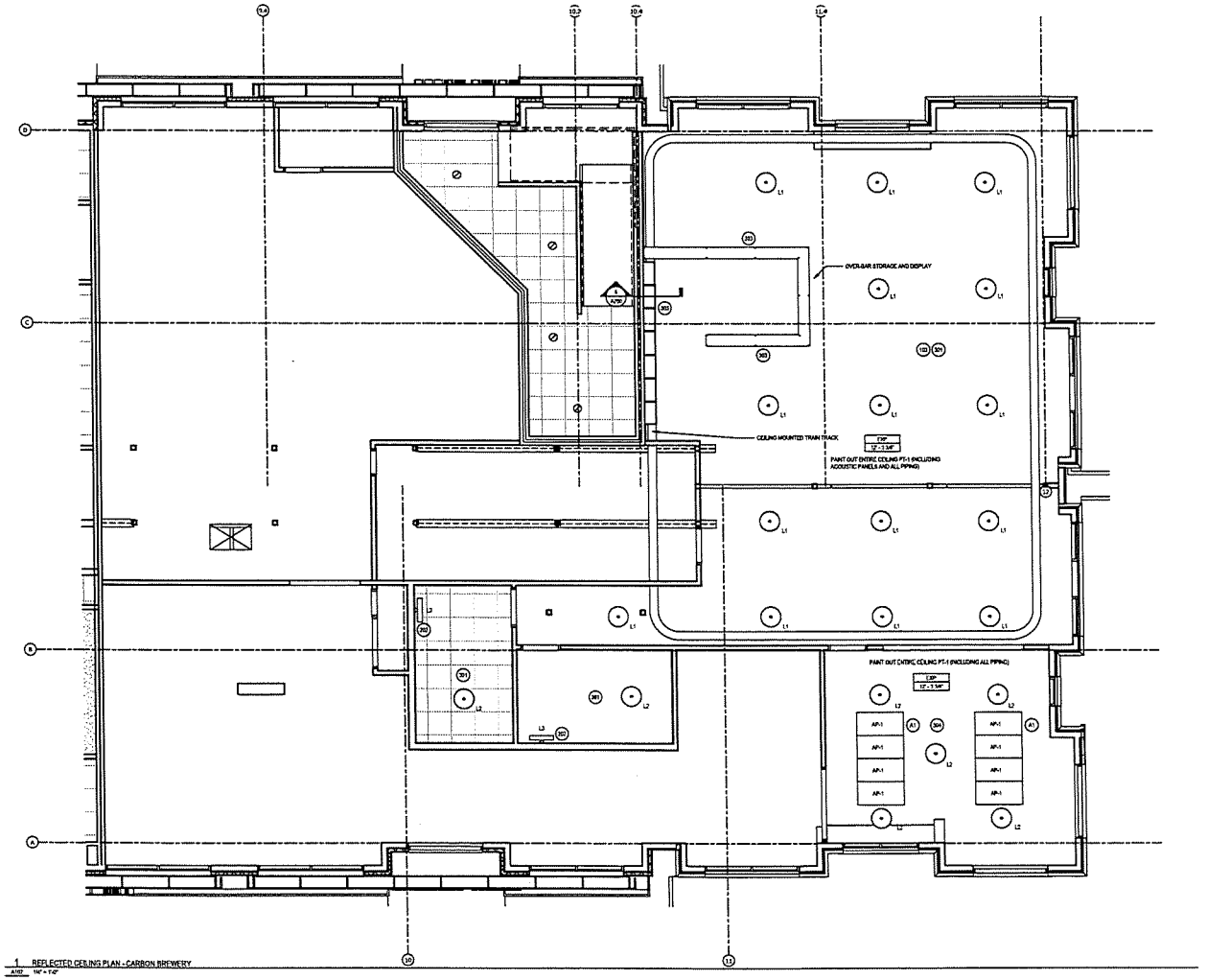
F. ALL CEILING TILE TO BE CENTERED IN BOTH DIRECTIONS IN EACH ROOM OR SPACE, U.N.O.

G. ALL DOWNLIGHTS AND WALL WASHERS TO BE CENTERED IN CEILING TILE OR GRID, U.N.O.

H. CONTROL JOINTS SHALL BE INSTALLED TO DIVIDE GYPSUM CEILINGS & WALLS INTO 30' MAX. LENGTHS & WIDTHS. JOINTS SHALL ALSO BE INSTALLED AT EXPANSION OR CONTRACTION JOINTS IN THE STRUCTURAL FRAMEWORK OVER WHICH GYPSUM BOARD IS APPLIED.

I. ACCESS PANELS SHOULD BE PAINTED TO MATCH CEILING.

J. SUITE CEILING HEIGHT TO BE 10'-0" AFF UNLESS OTHERWISE NOTED.



1 REFLECTED CEILING PLAN - CARBON BREWERY
A102 1/4" = 1'-0"

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PROJECT:
CARBON - BAR/ BREWERY
TENANT IMPROVEMENT
2430 WINNEBAGO ST
MADISON, WI 53704

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OREGON, WI 53575

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648 N. PLANKINTON AVE
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CIVIL ENGINEER:
N/A

STRUCTURAL ENGINEER:
N/A

DATE	REVISION

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REFLECTED CEILING PLAN

A102

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KEY - FINISHES AND PRODUCT LIST

SPEC.	CODE	DESCRIPTION	MANUFACTURER	PATTERN	COLOR	MODEL/STYLE	FINISH	SIZE	CONTACT	REMARKS
	AP-1	ACOUSTIC PANEL	PRIMACOUSTIC OR APPROVED EQUAL	BROADWAY CLOUDS - MINIBUS (SQUARE)	PAINT TO MATCH CEILING	22MM CLOUDS		24"X48"X1.5"		
	AP-1 ALTERNATE	ACOUSTIC PANEL	TILETUM							
	EPT-1	EPOXY PAINT	SHERWIN WILLIAMS	EPOXY	MATCH PT-1		EXTERIOR	ON WALLS		
	FTM-1	FIBONOLITE REINFORCED PANELS	BAPRO	PALLADIUM WOOD SELECT	PEBBLE GRAY 0367					BEHIND BAR AND UNDER WEST WALL CABINETS
	PT-1	PAINT	SHERWIN WILLIAMS		DARTMOUTH WOODLAWN GRAY			1 GOLLON, ON WALLS, FLAT FINISH ON CEILINGS, EGGSHELL ON WALLS, SEMI GLOSS ON DOORS AND TRIM		
	ST-1	STAIN			TO BE VERIFIED BY OWNER					SEE PRECEDENT IMAGE 1
	VP-2	VINYL PRIVACY FILM								
	WD PNL-1	WOOD PANELING		FLD GAP,	STAIN - TO BE VERIFIED BY OWNER	UNFINISHED PAS BETTER 345 RED OAK COMMON HARDWOOD BOARD	STAINED ST-1	10" X 4'-3 6"		SEE PRECEDENT IMAGE 1
	WD-1	WOOD		FLD GAP,	STAIN - TO BE VERIFIED BY OWNER	UNFINISHED PAS SELECT 345 RED OAK COMMON HARDWOOD BOARD	STAINED ST-1	345 DETAILS		
	WDB-1	WOOD BASE		PTD GAP,	STAIN - TO BE VERIFIED BY OWNER	UNFINISHED PAS BETTER 345 RED OAK COMMON HARDWOOD BOARD	STAINED ST-1 AND FINISHED WITH A HIGH DURABILITY FINISH	5/2" X 6" H		SEE PRECEDENT IMAGE 1
	WDT-1	WOOD TOP TRIM		FLD GAP,	STAIN - TO BE VERIFIED BY OWNER	UNFINISHED PAS SELECT 345 RED OAK COMMON HARDWOOD BOARD	STAINED ST-1	1" X 2"H X 6'-8"		SEE PRECEDENT IMAGE 1

SCHEDULE - ROOM FINISH

NUMBER	NAME	FLOOR	BASE	WALLS				CASEWORK		REMARKS
				NORTH	SOUTH	EAST	WEST	CABINET	COUNTER	
100	BAR,		WDB-1, RUBBER BASE	WD-1, WD PNL-1, WDB-1, PT-1	WD-1, WD PNL-1, WDB-1, PT-1	WD-1, WD PNL-1, WDB-1, PT-1	WD-1, WD PNL-1, WDB-1, PT-1, MIRROR, WD-1	WD-1, MIRROR		
101	GAME,		WDB-1	WD-1, WD PNL-1, WDB-1, PT-1	WD-1, WD PNL-1, WDB-1, PT-1	WD-1, WD PNL-1, WDB-1, PT-1	WD-1, WD PNL-1, WDB-1, PT-1			
102	TOILET			EXISTING, EPT-1	EXISTING, EPT-1	EXISTING, EPT-1	EXISTING, EPT-1			
103	TOILET			EXISTING, EPT-1	EXISTING, EPT-1	EXISTING, EPT-1	EXISTING, EPT-1			
104	SERVERY									EXISTING TO REMAIN
110	KITCHEN									EXISTING TO REMAIN

FINISH PLAN GENERAL NOTES

A. THIS DRAWING INDICATES THE GENERAL LOCATION OF FIXTURES, ARCHITECTURAL DETAILS AND FINISHES. REFER TO ENGINEERING DRAWINGS FOR ADDITIONAL INFORMATION AND SPECIFICATIONS.

B. SEE FINISH SCHEDULE, REFLECTED CEILING PLAN, AND SPECIFICATIONS FOR ADDITIONAL INFORMATION.

C. FLOORING TRANSITIONS TO OCCUR AT CENTERLINE OF DOOR OPENING, U.N.O.

D. RUNNER BASE SHALL BE STRAIGHT @ CARPET, COVED @ RESILIENT FLOORING, U.N.O.

E. MECHANICAL GRILLES AND DIFFUSERS SHALL BE PAINTED TO MATCH ADJACENT WALL SURFACE, U.N.O.

F. SEE ELECTRICAL DRAWINGS FOR EXIT SIGNAGE, FIRE AND LIFE SAFETY FIXTURES, RESCUE ASSISTANCE CALL STATIONS, SWITCHING AND CIRCUITING. THE NUMBER AND LOCATION OF EXIT SIGNS SHALL BE APPROVED BY LOCAL FIRE OFFICIAL PRIOR TO ROUGH-IN. VERIFY LOCATIONS WITH ARCHITECT.

G. CONTRACTOR TO VERIFY LAYOUT OF ELECTRICAL DEVICES WITH ARCHITECT PRIOR TO INSTALLATION.

H. VERIFY ELECTRICAL DEVICE AND COVER PLATE COLORS WITH ARCHITECT PRIOR TO INSTALLATION. RECOMMEND WHITE.

I. FLOOR TILE INSTALLER SHALL PROVIDE ARCHITECT A FLOOR PLAN PROVIDING PROPOSED CONTROL JOINT LOCATIONS PRIOR TO INSTALLATION.

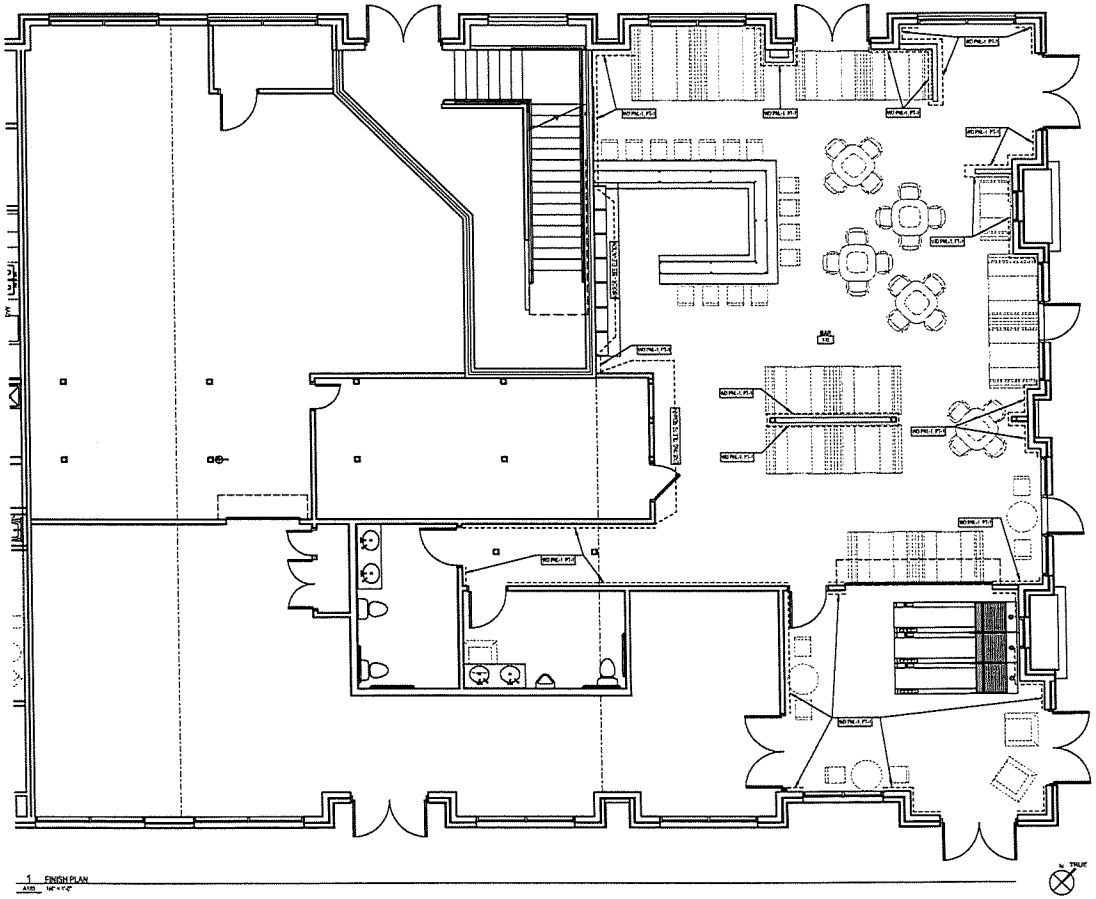
J. TILE INSTALLER SHALL REVIEW LAYOUT WITH ARCHITECT PRIOR TO INSTALLATION.

K. SEAL ALL CIRCUIT AND FLOORING AS REQUIRED.

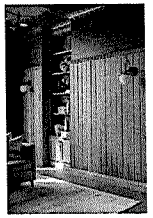
L. SEE FINISH PLAN FOR LOCATIONS OF WOOD PANELING. SEE 14/A201 FOR TYPICAL PANELING COMPONENTS.

INTERIOR FINISH PLAN LEGEND

INDICATES THE LOCATION OF A WALL FINISH — PT-1



1 FINISH PLAN
A103 1/4" = 1'-0"



PRECEDENT IMAGE 1: WOOD PANELING, DESIGN INTENT IS CLEAN, SQUARE EDGE, NOT RUSTIC OR TRADITIONAL

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SUITE 240
MILWAUKEE, WI 53203

CIVIL ENGINEER:
N/A

STRUCTURAL ENGINEER:
N/A

DATE	REVISION

PROJ. NO.	23120_14
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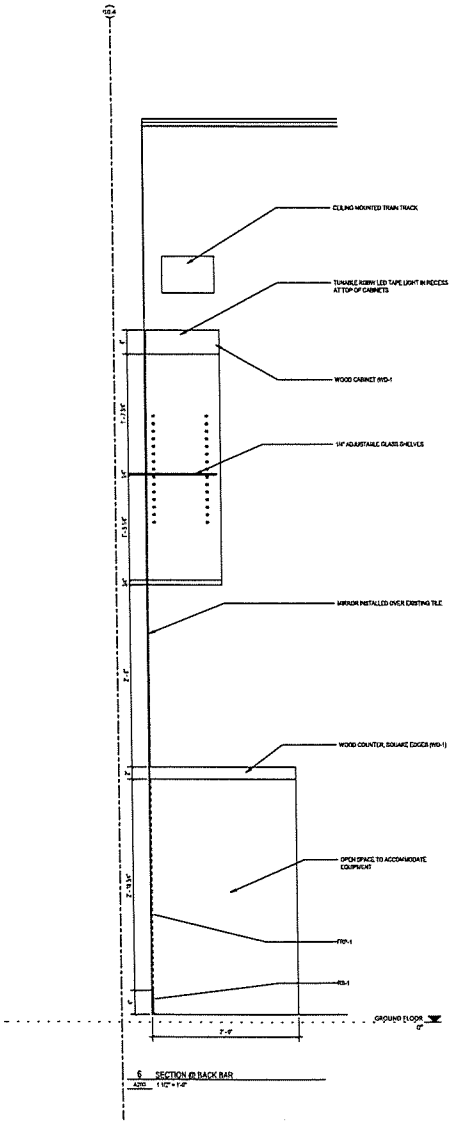
FINISH PLAN AND SCHEDULE

A103

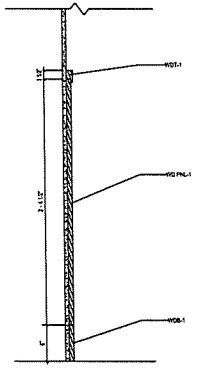
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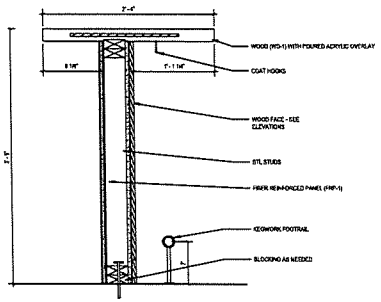
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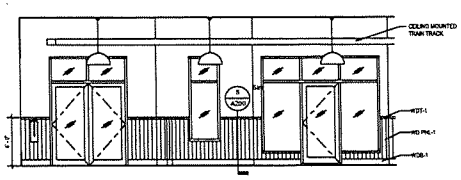
6 SECTION @ BACK BAR
A200 1 1/2" = 1'-0"



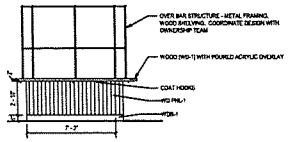
5 WOOD PANELING
A200 1 1/2" = 1'-0"



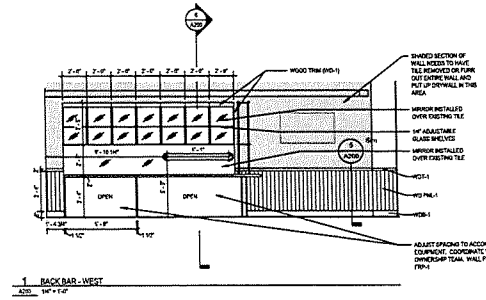
4 SECTION @ BAR
A200 1 1/2" = 1'-0"



3 TYPICAL WAINSCOTTING
A200 1/4" = 1'-0"



2 BAR FRONT - TYPICAL
A200 1/4" = 1'-0"



1 BACK BAR - WEST
A200 1/4" = 1'-0"

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SUITE 240
MILWAUKEE, WI 53203

CIVIL ENGINEER:
N/A

STRUCTURAL ENGINEER:
N/A

DATE	REVISION

PROJ. NO.	23295_04
SCALE:	As indicated
PHASE:	PRICING SET
DATE:	3/17/25

ELEVATIONS & DETAILS

A200

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← Union corners menu Draft Menu

PSMALL LATES & SHAREABLES

Charcuterie & Cheese Board
Artisan Wisconsin cheeses, house-cured meats, pickled vegetables, cherry mostarda, crostini

Smoked Whitefish Dip
Lake Superior whitefish, dill crème fraîche, rye toast points

Crispy Pork Belly
Maple-soy glaze, apple slaw, wisconsin cheddar grits

Beer-Battered Cheese Curds
Wisconsin cheese curds, black garlic aioli, buttermilk ranch

Wild Mushroom Toast
whipped goat cheese, roasted mushrooms, truffle oil

GREENS & SOUPS

Wisconsin burrata salad
Arugula, confit tomato, balsamic glaze, pickled onion

Classic caesar salad
romaine, crouton, anchovies, wisconsin parmesan

Union House Salad
Local greens, cucumber, pickled onion, sunflower seeds, herb vinaigrette

Soup of the day
Seasonally rotation soup ask your server

SANDWICHES & WRAPS

House-cured ruben
Sauerkraut, 1000 island dressing, swiss cheese

Union club
Triple-stacked toasted sourdough layered with roasted turkey breast, thick-cut bacon, heirloom tomato, crisp romaine

Grilled shawarma wrap
Spiced grilled chicken, pickled red onions, shredded romaine, cucumber, cherry tomatoes, and lemon-garlic yogurt sauce

Goat Cheese & Fig Grilled Cheese
goat cheese, fig jam, caramelized onions, baby arugula, balsamic glaze

MAINS

Duck confit risotto
Confit duck leg, wild mushrooms, micro arugula

Steak frites
Grilled sirloin steak, black garlic jus, truffle fries

Fish and chips
Crispy fried haddock, tartar sauce, fries

Tavern Burger
6 oz beef patty, topped with aged white cheddar, bacon, caramelized onions, and black garlic aioli

Seared cauliflower steak
Roasted red pepper romesco,chimichri, almond

August 2025 ALRC New License

Class A Licenses.csv

All items

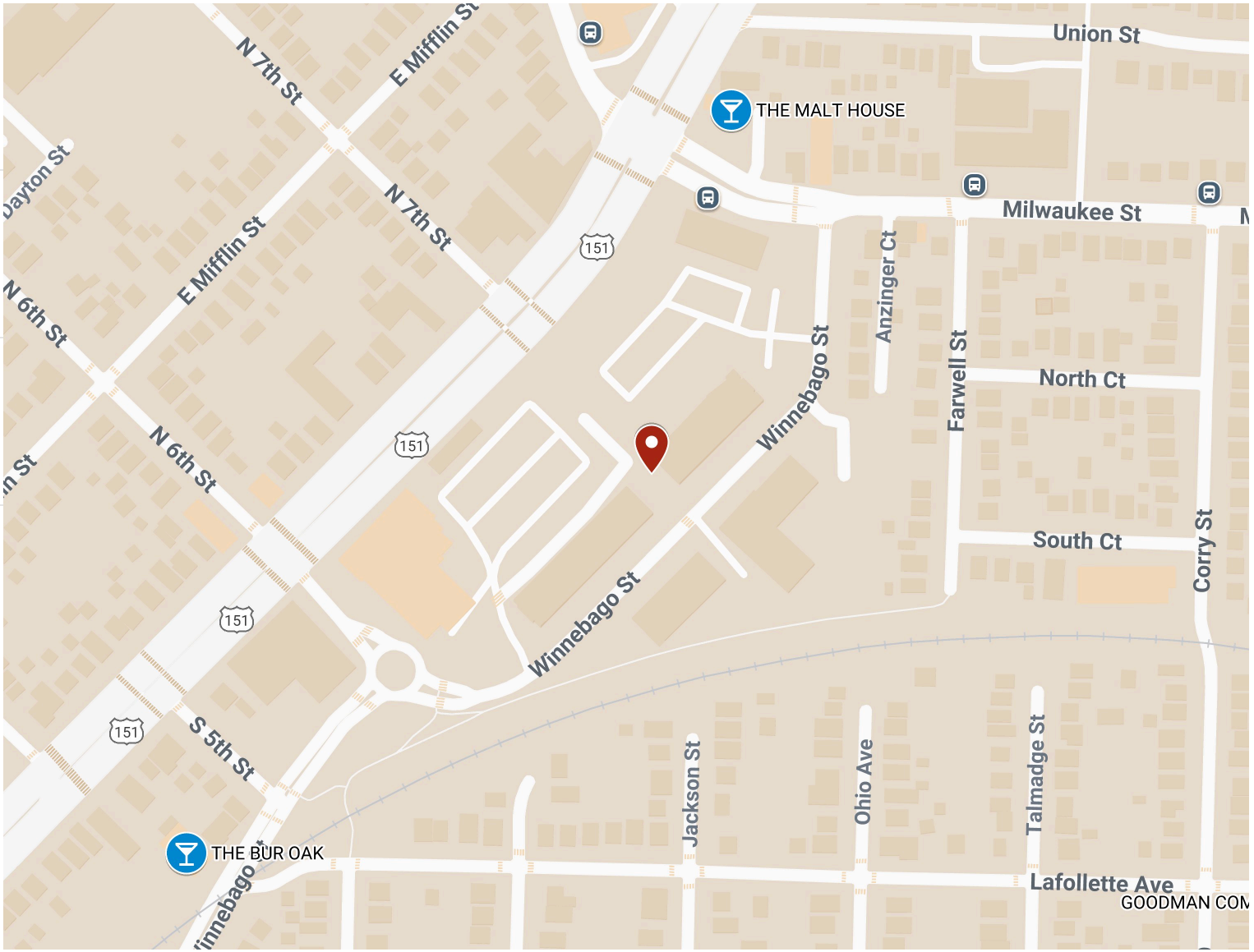
Class B Licenses.csv

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: 89125

File ID:	89125	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/09/2025
File Name:	CLAIM: J. Stoddard - Property Damage - $330.00			**Final Action:**	
Title:	J. Stoddard - Property Damage - $330.00				
Notes:	EVL006716				
				CC Agenda Date:	08/05/2025
				Agenda Number:	98.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com			**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 89125

Title

J. Stoddard - Property Damage - $330.00

Body

Claim received 7/8/2025.

City of Madison

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

Master

File Number: 89150

File ID:	89150	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/10/2025
File Name:	CLAIM: D. Bittrick - Vehicle Damage - $1,670.41			**Final Action:**	
Title:	D. Bittrick - Vehicle Damage - $1,670.41				
Notes:	EVL006719				
				CC Agenda Date:	08/05/2025
				Agenda Number:	99.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com			**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 89150

Title

D. Bittrick - Vehicle Damage - $1,670.41

Body

Claim received 6/28/2025.

City of Madison

City of Madison
Madison, WI 53703
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Master

File Number: 89173

File ID:	89173	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/14/2025
File Name:	CLAIM: A. Fiscus - Vehicle Damage - $91.99			**Final Action:**	
Title:	A. Fiscus - Vehicle Damage - $91.99				
Notes:	EVL006722				
				CC Agenda Date:	08/05/2025
				Agenda Number:	100.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@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 89173

Title

A. Fiscus - Vehicle Damage - $91.99

Body

Claim received 7/9/2025.

City of Madison

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

Master

File Number: 89176

File ID:	89176	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/14/2025
File Name:	CLAIM: E. Taylor - Vehicle Damage - $3,771.88			**Final Action:**	
Title:	E. Taylor - Vehicle Damage - $3,771.88				
Notes:	EVL006723				
				CC Agenda Date:	08/05/2025
				Agenda Number:	101.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com			**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 89176

Title

E. Taylor - Vehicle Damage - $3,771.88

Body

Claim received 7/10/2025.

City of Madison

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

Master

File Number: 89188

File ID:	89188	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/15/2025
File Name:	CLAIM: H. Miller - Vehicle Damage - $1,000.00			**Final Action:**	
Title:	H. Miller - Vehicle Damage - $1,000.00				
Notes:	EVL006727				
				CC Agenda Date:	08/05/2025
				Agenda Number:	102.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@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 89188

Title

H. Miller - Vehicle Damage - $1,000.00

Body

Claim received 7/14/2025.

City of Madison

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

Master

File Number: 89215

File ID:	89215	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/17/2025
File Name:	CLAIM: Country Preferred - Vehicle Damage - $6,129.79			**Final Action:**	
Title:	Country Preferred - Vehicle Damage - $6,129.79				
Notes:	EVL006732				
				CC Agenda Date:	08/05/2025
				Agenda Number:	103.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@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 89215

Title

Country Preferred - Vehicle Damage - $6,129.79

Body

Claim received 7/14/2025.

City of Madison

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Master

File Number: 89225

File ID:	89225	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/17/2025
File Name:	CLAIM: A. Zillman - Increased Electric Bill - $40.00			**Final Action:**	
Title:	A. Zillman - Increased Electric Bill - $40.00				
Notes:	EVL006733				
				CC Agenda Date:	08/05/2025
				Agenda Number:	104.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@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 89225

Title

A. Zillman - Increased Electric Bill - $40.00

Body

Claim received 7/16/2025.

City of Madison

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Madison, WI 53703
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Master

File Number: 89229

File ID:	89229	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/17/2025
File Name:	CLAIM: J. Lundgren - Personal and Bodily Injury and Property Damage - $12,655.00			**Final Action:**	
Title:	J. Lundgren - Personal and Bodily Injury and Property Damage - $12,655.00				
Notes:	EVL006735				
				CC Agenda Date:	08/05/2025
				Agenda Number:	105.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@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 89229

Title

J. Lundgren - Personal and Bodily Injury and Property Damage - $12,655.00

Body

Claim received 7/17/2025.

City of Madison

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

Master

File Number: 89251

File ID:	89251	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/21/2025
File Name:	CLAIM: C. Mulcahy - Vehicle Damage - $6,000.00			**Final Action:**	
Title:	C. Mulcahy - Vehicle Damage - $6,000.00				
Notes:	EVL006743				
				CC Agenda Date:	08/05/2025
				Agenda Number:	106.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com			**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 89251

Title

C. Mulcahy - Vehicle Damage - $6,000.00

Body

Claim received 7/21/2025.

City of Madison

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

Master

File Number: 89295

File ID:	89295	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/24/2025
File Name:	CLAIM: Mid America Group for StorSafe of Madison - Property Damage - $11,707.50			**Final Action:**	
Title:	Mid America Group for StorSafe of Madison - Property Damage - $11,707.50				
Notes:	EVL006755				
				CC Agenda Date:	08/05/2025
				Agenda Number:	107.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@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 89295

Title

Mid America Group for StorSafe of Madison - Property Damage - $11,707.50

Body

Claim received 7/21/2025.

City of Madison

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

Master

File Number: 89299

File ID:	89299	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/24/2025
File Name:	CLAIM: C. McDowell - Property Damage - $175.00			**Final Action:**	
Title:	C. McDowell - Property Damage - $175.00				
Notes:	EVL006757				
				CC Agenda Date:	08/05/2025
				Agenda Number:	108.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@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 89299

Title

C. McDowell - Property Damage - $175.00

Body

Claim received 7/22/2025.

City of Madison

City of Madison
Madison, WI 53703
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Master

File Number: 89303

File ID:	89303	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/24/2025
File Name:	CLAIM: N. Pihart - Vehicle Damage - $3,328.53			**Final Action:**	
Title:	N. Pihart - Vehicle Damage - $3,328.53				
Notes:	EVL006759				
				CC Agenda Date:	08/05/2025
				Agenda Number:	109.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com			**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 89303

Title

N. Pihart - Vehicle Damage - $3,328.53

Body

Claim received 7/24/2025.

City of Madison

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

Master

File Number: 89307

File ID:	89307	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/25/2025
File Name:	CLAIM: A. Lofftin - Vehicle Damage - $17,886.81			**Final Action:**	
Title:	A. Lofftin - Vehicle Damage - $17,886.81				
Notes:	EVL006727				
				CC Agenda Date:	08/05/2025
				Agenda Number:	110.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com			**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 89307

Title

A. Lofftin - Vehicle Damage - $17,886.81

Body

Claim received 7/24/2025.

City of Madison

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

Master

File Number: 89350

File ID:	89350	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/29/2025
File Name:	CLAIM: DeHorse Law Office for T. Everson - Vehicle Damage - $2,827.51			**Final Action:**	
Title:	DeHorse Law Office for T. Everson - Vehicle Damage - $2,827.51				
Notes:	EVL006608				
				CC Agenda Date:	08/05/2025
				Agenda Number:	111.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@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 89350

Title

DeHorse Law Office for T. Everson - Vehicle Damage - $2,827.51

Body

Claim received 7/28/2025

City of Madison

City of Madison
Madison, WI 53703
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Master

File Number: 89353

File ID:	89353	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/29/2025
File Name:	CLAIM: J. Lattimore III - Personal Injury - $71,200.00			**Final Action:**	
Title:	J. Lattimore III - Personal Injury - $71,200.00				
Notes:	EVL006772				
				CC Agenda Date:	08/05/2025
				Agenda Number:	112.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com			**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 89353

Title

J. Lattimore III - Personal Injury - $71,200.00

Body

Claim received 7/28/2025.

City of Madison

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

Master

File Number: 89366

File ID:	89366	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/30/2025
File Name:	CLAIM			**Final Action:**	
Title:	Acuity Insurance - Property Damage - $7,000.00				
Notes:	EVL006773				
				CC Agenda Date:	08/05/2025
				Agenda Number:	113.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@cityofmadison.com			**Published Date:**	

History of Legislative File

Version:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 89366

Title

Acuity Insurance - Property Damage - $7,000.00

Body

Claim received 7/29/2025.

City of Madison

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

Master

File Number: 89370

File ID:	89370	**File Type:**	Claim	**Status:**	Risk Business
Version:	1	**Reference:**		**Controlling Body:**	COMMON COUNCIL
				File Created Date :	07/30/2025
File Name:	CLAIM: AT&T - Property Damage - $1,583.90			**Final Action:**	
Title:	AT&T - Property Damage - $1,583.90				
Notes:	EVL006779				
				CC Agenda Date:	08/05/2025
				Agenda Number:	114.
Sponsors:				**Effective Date:**	
Attachments:				**Enactment Number:**	
Author:				**Hearing Date:**	
Entered by:	jaustin2@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 89370

Title

AT&T - Property Damage - $1,583.90

Body

Claim received 7/29/2025