

**Agenda for a Regular Meeting of the
Finance Committee of the Common Council of the City of Hudson
Council Chambers of City Hall, 505 Third Street
Monday, June 20, 2016
6:30 p.m.**

(Click on agenda items highlighted in blue to access documents related to that item)

1. Call to Order
2. Discussion and Possible Action on Minutes of Regular Meeting of June 6, 2016
3. Discussion and Possible Action on Claims
4. Discussion and Possible Action on Operators Licenses
5. Discussion and Possible Action on Taxi Driver's Licenses
6. Discussion and Possible Action on Taxi Service Yearly Renewal Application for Magena SMV Transport & Taxi LLC, d/b/a Magena Taxi Cab
7. Discussion and Possible Action on Adoption of Bond Amounts
8. Discussion and Possible Action on the application for a Retail Class "B" Fermented Malt Beverage and Reserve Retail "Class B" Liquor Licenses from River Valley Hospitality Center, LLC DBA: River Valley Hospitality Center
9. Discussion and Possible Action on the awarding professional services contract for downtown parking analysis and long-term public parking strategy
10. Discussion and Possible Action on setting date for special meeting regarding possible salary study and/or merit pay system
11. Items for Future Agendas
12. Adjournment

Rich O'Connor, Mayor

Posted in City Hall lobbies and emailed to Hudson Star Observer on 6-17-16

Some agenda items may be taken up earlier in the meeting, or in a different order than listed. Upon reasonable notice, an interpreter or other auxiliary aids will be provided at the meeting to accommodate the needs of the public. Please contact the City Clerk at 715-386-4765, ext. 140.

Notice is hereby given that a majority of the Common Council of the City of Hudson, Wisconsin, may be present at the foregoing meeting. This may constitute a meeting of the Common Council pursuant to **State ex. Rel. Badke v. Greendale Village Board**, 174 Wis.2d 553, 494 N.W.2d 408 (1993), although the Council will not take any formal action at this meeting.

FINANCE COMMITTEE MEETING OF THE COMMON COUNCIL
CITY OF HUDSON, WISCONSIN
MONDAY, June 6, 2016

UNAPPROVED

Meeting called to order by Mayor O'Connor at 6:31 p.m.

PRESENT: Mayor Rich O'Connor, Alderpersons John Hoggatt, Tom McCormick and Randy Morrissette II.

OTHERS PRESENT: Catherine Munkittrick, Bill Alms, Joyce Hall, Jim Webber, LeAnne Addy, Denny Darnold, Marty Jensen, Tom Zeuli, Brenda Malinowski, and others.

MINUTES. MOTION by Morrissette, second by McCormick, to approve the minutes of the regular meeting of May 16, 2016. Ayes (4). MOTION CARRIED.

CLAIMS: MOTION by Hoggatt, second by Morrissette, to recommend the payment of the following claims:

Fund		A/P Amounts	P/R Amounts	Totals
100	General	123,145.13	328,217.88	451,363.01
220	Stormwater - MS4	0.00	800.04	800.04
280	Park Dedication Fee	9,623.97	0.00	9,623.97
290	Police Donations	0.00	0.00	0.00
310	Debt Service	0.00	0.00	0.00
450	Capital Projects	380,747.34	3,174.83	383,922.17
490	Biosolids	0.00	0.00	0.00
610	Sewer	126,271.94	21,131.76	147,403.70
620	Parking	1,024.72	2,555.18	3,579.90
640	Storm Sewer	6,883.76	3,525.39	10,409.15
630	Ambulance	10,192.38	35,784.17	45,976.55
860	Tax Agency	0.00	0.00	0.00
	Totals	\$ 657,889.24	\$ 395,189.25	\$ 1,053,078.49

Ayes (4). MOTION CARRIED.

OPERATOR'S LICENSES: MOTION by McCormick, second by Hoggatt, to recommend, contingent on payment of any outstanding debt owed to the City and successful completion of the background check, the issuance of 23 Regular Operator Licenses for the period June 7, 2016 to June 30, 2018 to: Julia Joseph, Ruth Peterson, Rose Minke, Allan Ballard, Briana Hinzman, Casie McGuire, Brian Roquette, Reason Davis, Zachary Zeller, Elliot Lamberty, Evangeline Manske, Debra Fox, Erica Schletty, Derek Evenson, Michael Krueger, Jessika Nelson, Eric McGregor, Paul Simmons, Tascha Stanaitis, Melanie Dehn, Taylor Rudesill, Shawn Atkinson, Trudy Halberg, and 3 Temporary Operator Licenses to Holly Quinn Marrs, Helen McCombie, and David Huehn for use at the Hudson Booster Days on June 29, 2016 – July 4, 2016. Ayes (4). MOTION CARRIED.

FINANCE COMMITTEE MEETING OF THE COMMON COUNCIL
CITY OF HUDSON, WISCONSIN
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TEMPORARY CLASS "B" BEER LICENSE AND CLASS "B" WINE LICENSE: MOTION by McCormick, second by Hoggatt, to recommend the approval of a temporary Class "B" Beer License and a temporary Class "B" Wine License for the American Cancer Society-Relay for Life-Hudson for an event at Lakefront Park on Friday, June 24, 2016. Ayes (4). MOTION CARRIED.

TEMPORARY CLASS "B" BEER LICENSE AND CLASS "B" WINE LICENSE: MOTION by Morrissette, second by McCormick, to recommend the approval of a temporary Class "B" Beer License and a temporary Class "B" Wine License to the Hudson Area Chamber of Commerce and Tourism Bureau for the Spirit of the St. Croix Art Festival to be held September 24, 2016 through September 25, 2016 at Lakefront Park. Ayes (4). MOTION CARRIED.

TEMPORARY CLASS "B" BEER LICENSE AND CLASS "B" WINE LICENSE: MOTION by McCormick, second by Hoggatt, to recommend the approval of a temporary Class "B" Beer License and a temporary Class "B" Wine License to the Hudson Boosters for the Hudson Booster Days located at Lakefront Park for June 29, 2016 – July 4, 2016. Ayes (4). MOTION CARRIED.

LIQUOR LICENSE RENEWALS: MOTION by McCormick, second by Hoggatt, to recommend the approval of 38 renewal liquor licenses on file in the City Clerk's officer for the period of 7/1/2016 through 6/30/2017 contingent on successful completion of building and fire inspections, payment of an outstanding debt owed to the city, confirmation of premises description areas, and including approval of one agent change request for Badger Hospitality Inc. to Billie Jo Huppert. Ayes (4). MOTION CARRIED.

TAXI CAB DRIVER LICENSE RENEWAL: MOTION by Hoggatt, second by McCormick to recommend approval of the issuance of 10 Taxi Driver's Licenses for the period July 1, 2016 to June 30, 2017 to: Frank Bolton, Joseph Luchsinger, Mark Linton, Brian Lovejoy, Todd Derosier, Timothy Witzel, Otha Phillips, Joshua Nelson, Aaron Boyd, and Robert Francis contingent payment of any outstanding debt owed to the City. Ayes (4). MOTION CARRIED.

TAXI CAB LICENSE RENEWAL: MOTION by Hoggatt, second by McCormick to recommend approval of the Taxi Cab License for A-Taxi/Hudson Taxi for the nine vehicles listed on their application, contingent on receipt of the required certificate of insurance and payment of any outstanding debt owed to the City for the period July 1, 2016 through June 30, 2017. Ayes (4). MOTION CARRIED.

2016 FEE SCHEDULE: MOTION by McCormick, second by Morrissette to recommend approval of the 2016 Fee Schedule. Ayes (4). MOTION CARRIED.

CLASS "A" BEER AND CLASS "A" LIQUOR QUOTA: MOTION by Morrissette, second by Hoggatt to recommend increasing Class "A" beer and Class "A" liquor quota. Discussion on whether to increase the quota or eliminate the quota. Morrissette withdrew his motion. MOTION BY Morrissette, second by Hoggatt to recommend repealing the existing Class "A" beer and Class "A" liquor quota ordinance. Ayes (2-Morrissette, Hoggatt), Noes (2-O'Connor, McCormick). Motion failed.

FINANCE COMMITTEE MEETING OF THE COMMON COUNCIL
CITY OF HUDSON, WISCONSIN
MONDAY, June 6, 2016

ADJOURNMENT: MOTION by McCormick, second by Hoggatt, to adjourn at 6:54 p.m. Ayes (4).
MOTION CARRIED.

Brenda L. Malinowski
Finance Officer

COUNCIL CLAIMS - JUNE 20, 2016

Fund		A/P Amounts	P/R Amounts	Totals
100	General	163,607.71	147,238.73	310,846.44
220	Stormwater - MS4	10,647.81	746.76	11,394.57
280	Park Dedication Fee	115.50	0.00	115.50
290	Police Donations	0.00	0.00	0.00
310	Debt Service	0.00	0.00	0.00
450	Capital Projects	130,276.53	1,438.44	131,714.97
490	Biosolids	0.00	0.00	0.00
610	Sewer	79,827.12	11,029.33	90,856.45
620	Parking	2,866.28	1,340.80	4,207.08
640	Storm Sewer	6,105.90	2,029.14	8,135.04
630	Ambulance	2,216.32	9,817.19	12,033.51
860	Tax Agency	0.00	0.00	0.00
Totals		\$ 395,663.17	\$ 173,640.39	\$ 569,303.56

**CITY OF HUDSON
COUNCIL/COMMITTEE ISSUES**

SUBMITTED TO: FINANCE/COMMON COUNCIL

DATE: 06/08/2016

SUBMITTED BY: LEANNE ADDY, CITY CLERK

REGARDING: APPLICATION(S) FOR OPERATOR'S LICENSES

ISSUE: Applications for Operator's Licenses are on file in the Clerk's office and are available upon request. If approved by Council, the licenses will be issued after successful completion of the background check and any outstanding debt owed to the City has been paid.

STAFF RECOMMENDATION: Contingent on payment of any outstanding debt owed to the City and successful completion of the background check, approve the issuance of 27 Regular Operator Licenses for the period June 21, 2016 to June 30, 2018 to: Amanda Steiner, Zarek Kubesh, Krista Mathes, Anke Vier, Andrew Whitehead, Lisa Zeller, Braden Clark, Joshua Hibbard, Thomas Wahl, Daniel McCarney, Victoria Marchetti, Michael Koehler, Robin Haubrich, Mark Lanphear, Sarah Riehle, Michael Sheedy, Timothy Warnken, Olivia Paulsen, Zachary Cook, Benjamin Perkel, Brandon Rehmus, Madison Davis, Nicole Domke, David Hall, Leah Gratzke, Michael Punzenberger, Matthew Milliman and 8 Temporary Operator Licenses to Michael Bebault, Holly Schultz, Scott Cameron, Jerry McKenzie, Angela Brown, Pedro Renta, Ryan Schwechler and Tracey Jenkinson.

**CITY OF HUDSON
COUNCIL/COMMITTEE ISSUES**

SUBMITTED TO: FINANCE/COMMON COUNCIL **DATE:** 06/13/16

SUBMITTED BY: LEANNE ADDY, CITY CLERK

REGARDING: APPLICATION(S) FOR TAXI DRIVER'S LICENSE

ISSUE: Two applications for a Taxi Driver's License has been received and reviewed for the 2016-2017 licensing period. The application is on file in the Clerk's office and is available upon request. If approved by Council, the license will be issued after any outstanding debt owed to the City has been paid.

STAFF RECOMMENDATION:

Approve the issuance of 2 Taxi Driver's Licenses for the period July 1, 2016 to June 30, 2017 to: Robert Mabeya and Elijah Omweno contingent payment of any outstanding debt owed to the City.

COUNCIL/COMMITTEE ISSUES

SUBMITTED TO: COMMON COUNCIL

DATE: 06/13/2016

SUBMITTED BY: LEANNE ADDY, CITY CLERK

REGARDING: TAXI SERVICE YEARLY RENEWAL APPLICATION

ISSUE: The Clerk's office has received an application for taxi service for the licensing year, July 1, 2016 through June 30, 2017, from Magena SMV Transport & Taxi LLC, d/b/a Magena Taxi Cab.

STAFF RECOMMENDATION: Approve the Taxi Cab License for Magena SMV Transport & Taxi LLC, d/b/a Magena Taxi Cab for the three vehicles listed on their application, contingent on receipt of the required certificate of insurance and payment of any outstanding debt owed to the City.

**CITY OF HUDSON
COUNCIL/COMMITTEE ISSUES**

SUBMITTED TO:	COMMON COUNCIL	DATE: 06/14/2016
SUBMITTED BY:	Judge Susan Gherty Angela Tomars, Clerk of Court	
REGARDING:	Adoption of bond amounts	

- 1.) Ord. 175-5(m) Abandoned fridge/freezer= \$155.50
- 2.) Ord. 99-21(c) No chicken license =\$92.50

ISSUE: Judge Gherty requests the Council approve the bond amounts shown.

**CITY OF HUDSON
COUNCIL/COMMITTEE ISSUES**

SUBMITTED TO: FINANCE COMMITTEE/COMMON COUNCIL

DATE: 06/03/2016

SUBMITTED BY: LEANNE ADDY, CITY CLERK

REGARDING: APPLICATION FOR RETAIL CLASS 'B' FERMENTED MALT BEVERAGE AND RESERVE RETAIL "CLASS B" LIQUOR LICENSES FROM RIVER VALLEY HOSPITALITY CENTER, LLC D/B/A RIVER VALLEY HOSPITALITY CENTER

ISSUE: An application has been submitted by River Valley Hospitality Center, LLC, for a Class "B" fermented malt beverage and Reserve Retail "Class B" liquor license at 201 Carmichael Road, Hudson WI doing business as River Valley Hospitality Center. The criminal history background check was completed and no outstanding debt owed to the City was found.

The need for timely start up and continuation of the business is required per City of Hudson Municipal Code, Chapter 145-12 F. A request has been made asking for an extension until October, 2016.

STAFF RECOMMENDATION: Consider approving the Class "B" (fermented malt beverage) and a Reserve "Class B" (liquor) license for River Valley Hospitality Center LLC d/b/a River Valley Hospitality Center contingent on successful building and fire inspections, payment of any outstanding debt owed to the City, and approval for an extension to the timely start-up ordinance requirement (until October of 2016).

RECEIVED
JUN - 3 2016
CITY OF HUDSON

ORIGINAL ALCOHOL BEVERAGE RETAIL LICENSE APPLICATION

Submit to municipal clerk.

Applicant's WI Seller's Permit No.: 711521
FEIN Number: 81-2804892

For the license period beginning JULY 1 20 16 ;
ending JUNE 30 20 17

TO THE GOVERNING BODY of the: Town of
 Village of } HUDSON
 City of }

County of ST. CROIX Aldermanic Dist. No. _____ (if required by ordinance)

LICENSE REQUESTED	
TYPE	FEE
<input type="checkbox"/> Class A beer	\$
<input type="checkbox"/> Class B beer	\$
<input type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input type="checkbox"/> Class A liquor (cider only)	\$ N/A
<input type="checkbox"/> Class B liquor	\$
<input checked="" type="checkbox"/> Reserve Class B liquor	\$ 10000
<input type="checkbox"/> Class B (wine only) winery	\$
Publication fee	\$ 15.00
TOTAL FEE	\$ 10000

1. The named INDIVIDUAL PARTNERSHIP LIMITED LIABILITY COMPANY
 CORPORATION/NONPROFIT ORGANIZATION

hereby makes application for the alcohol beverage license(s) checked above.

2. Name (individual/partners give last name, first, middle; corporations/limited liability companies give registered name): RIVER VALLEY HOSPITALITY CENTER, LLC

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the name, title, and place of residence of each person.

Title	Name	Home Address	Post Office & Zip Code
President/Member	<u>PRESIDENT/MANAGING MEMBER DOUGLAS G. ROHDE</u>	<u>617 DIAMOND DR HUDSON WI</u>	<u>54016</u>
Vice President/Member	_____	_____	_____
Secretary/Member	_____	_____	_____
Treasurer/Member	_____	_____	_____
Agent	<u>REGISTERED AGENT DOUGLAS G. ROHDE</u>	_____	_____
Directors/Managers	_____	_____	_____

3. Trade Name RIVER VALLEY HOSPITALITY CENTER Business Phone Number 715-222-8788
4. Address of Premises 201 CARMICHAEL RD Post Office & Zip Code HUDSON WI 54016

5. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? Yes No
6. Is the applicant an employe or agent of, or acting on behalf of anyone except the named applicant? Yes No
7. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? Yes No
8. (a) Corporate/limited liability company applicants only: Insert state WISCONSIN and date 05/16/16 of registration.
(b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? Yes No
(c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? Yes No
(NOTE: All applicants explain fully on reverse side of this form every YES answer in sections 5, 6, 7 and 8 above.)

9. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) RESTAURANT & BANQUET ROOMS OF CONFERENCE CENTER, COOLERS

10. Legal description (omit if street address is given above): N/A STORAGE CLOSETS, BASEMENT, PATIO, OUTSIDE SERVICE AREA

11. (a) Was this premises licensed for the sale of liquor or beer during the past license year? Yes No
(b) If yes, under what name was license issued? N/A

12. Does the applicant understand they must file a Special Occupational Tax return (TT form 5630.5) before beginning business? [phone 1-800-937-8864] Yes No

13. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] Yes No

14. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? Yes No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

SUBSCRIBED AND SWORN TO BEFORE ME

this 3 day of June, 20 16

Jori Rayome
(Clerk/Notary Public)

Douglas G. Rohde
(Officer of Corporation/Member/Manager of Limited Liability Company/Partner/Individual)

My commission expires July 12, 2019

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

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

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk	Date reported to council/board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

AUXILIARY QUESTIONNAIRE ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk.

Individual's Full Name (please print) (last name)		(first name)		(middle name)	
ROHDE		DOUGLAS		G	
Home Address (street/route)		Post Office		City	
				HUDSON	
				State	
				WI	
				Zip Code	
				54016	
Home Phone Number		Age		Date of Birth	
				Place of Birth	

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

- Applying for an alcohol beverage license as an individual.
- A member of a partnership which is making application for an alcohol beverage license.
- President/Managing Partner/Reg Agent of TEN THOUSAND PINES, LLC
(Officer/Director/Member/Manager/Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization)

which is making application for an alcohol beverage license.

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

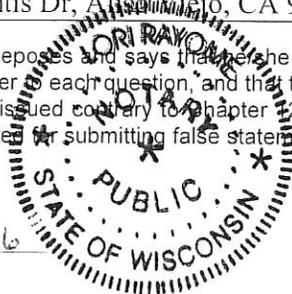
- How long have you continuously resided in Wisconsin prior to this date? 14 years
- Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? Yes No
If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)
N/A
- Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? Yes No
If yes, describe status of charges pending. N/A
- Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? Yes No
If yes, identify. TEN THOUSAND PINES, LLC The Lodge at Crooked Lakes, Siren, WI
(Name, Location and Type of License/Permit)
- Do you hold and/or are you an officer, director, stockholder, agent or employe of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? Yes No
If yes, identify.
(Name of Wholesale Licensee or Permittee) (Address By City and County)
- Named individual must list in chronological order last two employers.

Employer's Name	Employer's Address	Employed From	To
LHR Hospitality Managemen	432 Wabasha St S, St Paul MN 55107	01/01/2001	06/01/2016
Employer's Name	Employer's Address	Employed From	To
Sunstone Hotels	120 Vantis Dr, Aliso Viejo, CA 92656	01/01/1997	01/01/2001

The undersigned, being first duly sworn on oath, deposes and says that she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 25 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application.

Subscribed and sworn to before me

this 3 day of June, 2016
Joel Rayome
(Clerk/Notary Public)



[Signature]
(Signature of Named Individual)

My commission expires July 12, 2019



Printed on Recycled Paper

SCHEDULE FOR APPOINTMENT OF AGENT BY CORPORATION/NONPROFIT ORGANIZATION OR LIMITED LIABILITY COMPANY

Submit to municipal clerk.

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

To the governing body of: Town
 Village of HUDSON County of ST. CROIX
 City

The undersigned duly authorized officer(s)/members/managers of RIVER VALLEY HOSPITALITY CENTER, LLC
(registered name of corporation/organization or limited liability company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as RIVER VALLEY HOSPITALITY CENTER
(trade name)

located at 201 Carmichael Road, Hudson WI 54016

appoints Douglas G. Rohde
(name of appointed agent)

(home address of appointed agent)

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

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

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

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 14 years

Place of residence last year 601 Diamond Dr, Hudson WI 54016

For: RIVER VALLEY HOSPITALITY CENTER, LLC
(name of corporation/organization/limited liability company)

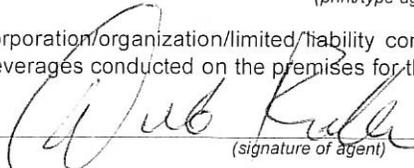
By: _____
(signature of Officer/Member/Manager)

And: _____
(signature of Officer/Member/Manager)

ACCEPTANCE BY AGENT

I, DOUGLAS G. ROHDE, hereby accept this appointment as agent for the
(print/type agent's name)

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

 June 3, 2016 Agent's age _____
(signature of agent) (date)
601 Diamond Dr, Hudson WI 54016 Date of birth _____
(home address of agent)

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

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

Approved on _____ by _____ Title _____
(date) (signature of proper local official) (town chair, village president, police chief)

WISCONSIN DEPARTMENT OF REVENUE
Address Mail To: P.O. Box 8902, Madison, WI 53708-8902



H

WISCONSIN SELLER'S PERMIT

The seller whose name appears below is authorized to engage in the business of selling tangible personal property and taxable services at the location shown. This permit is not transferable and is not valid at any other location, unless noted as "MOBILE." This permit must be conspicuously displayed at the place of business for which issued. Return this permit to the Department if you permanently discontinue sales of taxable property and services at this location.

REAL NAME AND ADDRESS

SELLER'S
PERMIT NO.

BUSINESS NAME AND ADDRESS

711521

LODGE AT CROOKED LAKE
TEN THOUSAND PINES LLC

24271 STH 35N
SIREN WI 54872

LODGE AT CROOKED LAKE
24271 STH 35N
SIREN WI 54872

S-201 (R. 6-00)

- If your business is not operated from a fixed location, you must bring the wallet copy to all events.

Tax Type	Account Type	Number
Sales & Use Tax	Seller's Permit	456-0000335179-02
Withholding Tax	Withholding Tax	036-0000335179-03

CITY OF HUDSON
Council/Committee Issues

ITEM
New Business

Common Council – June 20, 2016

Submitted to: **Common Council**

Date: **June 14, 2016**

Submitted by: **Dennis Darnold, CDD**

Regarding: **Award professional services contract to Rich and Associates for downtown parking analysis and long term public parking strategy**

ISSUE: On May 4 a request for proposal was sent to seven parking consultants for professional services for the preparation of a parking analysis and long term parking strategy for downtown Hudson. Three responses were received. Rich and Associates of Southfield, Michigan presented the best and most comprehensive proposal at a cost of \$36,368 and costs of expenses for travel, communications and printing (total estimated 349 hours of labor). Rich and Associates has worked with the city of La Crosse, Wisconsin since 1997 and conducted parking studies as recently as 2008 and 2014.

Other proposals were forwarded from Walker Parking Consultants, Minneapolis, MN and Carl Walker, Kalamazoo, MI. The Walker Parking Consultants proposal did not adequately respond to the requested framework of the proposal, particularly to audits / surveys to be conducted of parking demand. The Walker Parking Consultants proposal was for \$26,060 and expenses, but had considerably fewer hours of labor proposed (estimated 136 hours). The Carl Walker proposal was the second best proposal and was for \$36,262 including an estimated amount of expenses of \$2,500 (estimated 360 hours).

STAFF RECOMMENDATION: Award professional services contract to Rich and Associates for \$36,368 and costs of expenses for travel, communications and printing. Rich and Associates have agreed to a cost not to exceed contract amount of \$40,000. I also visited with the public works director from the city of LaCrosse and he has worked with all three of the companies that forwarded responses and noted that they have an open contract with Rich and Associates for parking consulting and he noted that he felt they were very good with their analysis of conditions and recommendations for parking facilities and management.

The budget for the study was \$20,000 each from the city and Hudson Area Chamber of Commerce.

COMMITTEE RECOMMENDATION: Not applicable