



City of Fort Atkinson
City Manager's Office
101 N. Main Street
Fort Atkinson, WI 53538

**CITY COUNCIL MEETING
IN PERSON AND VIA ZOOM
TUESDAY, SEPTEMBER 17, 2024 – 7:00 PM
CITY HALL – SECOND FLOOR**

<https://us02web.zoom.us/j/5997866403?pwd=alcreldSbGpNUVl1VnR1RWf5bXovdz09>

Meeting ID: 599 786 6403
Passcode: 53538

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If you have special needs or circumstances which may make communication or accessibility difficult at the meeting, please call (920) 397-9901. Accommodations will, to the fullest extent possible, be made available on request by a person with a disability.

AGENDA

- 1. Call meeting to order**
- 2. Roll call**
- 3. Public Hearings**
- 4. Public Comment:** *The City Council will receive comments from City residents. Comments are generally limited to three minutes per individual. Anyone wishing to speak is required to sign up in advance or state the following items for the record when called upon: name, address, subject matter, and contact information. No action will be taken on any public comments unless the item is also elsewhere on the agenda.*
- 5. Consent Agenda:** *The Consent Agenda outlined below is hereby presented for action by the City Council. Items may be removed from the Consent Agenda on the request of any one Council member. Items not removed may be adopted by one action without debate. Removed items may be taken up either immediately after the Consent Agenda or placed later on the agenda at the discretion of the Council President.*
 - a. Review and possible action relating to the **minutes of the August 27, 2024 Plan**

Commission meeting (Ebbert, Clerk/Treasurer/Finance Director)

- b. Review and possible action relating to the **minutes of the September 3, 2024 City Council meeting** (Ebbert, Clerk/Treasurer/Finance Director)
- c. Review and possible action relating to the **minutes of the September 10, 2024 Finance Committee meeting** (Ebbert, Clerk/Treasurer/Finance Director)
- d. Review and possible action relating to **building, plumbing, and electrical permit report for August 2024** (Draeger, Building Inspector/Zoning Administrator)
- e. Review and possible action relating to the City Clerk-issued **License and Permit Report for August 2024** (Ebbert, Clerk/Treasurer/Finance Director)
- f. Review and possible action relating to **City Sewer, Water, and Stormwater Utility Financial Statements** as of August 31, 2024 (Ebbert, Clerk/Treasurer/Finance Director)
- g. Review and possible action on a **Special Event: Hispanic Heritage Month Celebration, Saturday, September 28, 2024, 4:00- 8:30 pm** (Ebbert, Clerk/Treasurer/Finance Director)
- h. Review and possible action on a **Special Event: Haunted Hike Friday, Oct. 18, 2024 and Saturday, Oct. 19, 2024 from 6 to 9 pm at Haumerson's Pond** (Ebbert, Clerk/Treasurer/Finance Director)
- i. Review and possible action on a **Special Event: Rotary Wine Walk Friday, Oct. 11, 2024, from 4:30-8:30 pm in downtown Fort Atkinson** (Ebbert, Clerk/Treasurer/Finance Director)
- j. Review and possible action relating to the **Citizen Appointment of Wyatt Cooper** to the Economic Development Commission (Houseman, City Manager)

6. Petitions, Requests, and Communications

- a. Presentation on the Summer Aquatic Center season (Dayton, Director of Parks and Recreation)

7. Resolutions and Ordinances

- a. Review and possible action relating to a Resolution **requesting exemption from the County Library Tax** for the City of Fort Atkinson (Houseman, City Manager)

8. Reports of Officers, Boards, and Committees

- a. City Manager's Report (Houseman, City Manager)

9. Unfinished Business

10. New Business

- a. Review and possible action relating to the **repair of Fort Atkinson Fire Department Tender 8192** at a cost between \$16,000 and \$18,000 (Peterson, Fire Chief)

- b. Review and possible action relating to the **purchase of a new Fire Department ambulance** from Foster Coach Sales, Inc. at a cost not to exceed \$378,948 (Peterson, Fire Chief)

11. Miscellaneous

12. Claims, Appropriations and Contract Payments

- a. Review and possible action relating to the **Verified Claims** presented by the Director of Finance and authorization of payment (Ebbert, Clerk/Treasurer/Finance Director)

13. Adjournment

Date Posted: September 13, 2024

CC: City Council; City Staff; City Attorney; News Media; Fort Atkinson School District; Fort Atkinson Chamber of Commerce

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**PLAN COMMISSION MEETING
IN PERSON AND VIA ZOOM
TUESDAY, AUGUST 27, 2024 – 4:00 PM
CITY HALL – SECOND FLOOR**

MINUTES

1. Call meeting to order

Manager Houseman called the meeting to order at 4:00 pm.

2. Roll call

Present: Commission members Highfield, Kessenich, Shull, Council Rep Schultz, Manager Houseman and Engineer Selle. Also present: City Attorney, Building Inspector, Museum Director and City Clerk/Treasurer.

Absent: Commission member Hough.

3. New Business

a. Review and possible action relating to the **minutes of the August 13, 2024 Plan Commission meeting (Ebbert, Clerk/Treasurer/Finance Director)**

Highfield moved, seconded by Schultz to approve the minutes of the August 13, 2024 Plan Commission meeting. Motion carried.

b. Review and possible action relating to a **Special Area Design Review-Signage** for Prana Health and Wellness, located at 14 S. Third St. W. (SADR-2024-05) (Draeger)

Building Inspector Draeger provided the review for the property located at 14 S Third St W, Prana Health and Wellness, which is a new business in the Downtown Historic District. The applicant is requesting to update the storefront after the previous awning that was on the building was found to be damaged and the frame unsafe. The Historic Preservation Commission has reviewed this proposal and found the colors and the signage to be appropriate for the Downtown. HPC did reiterate that the paint chosen for the block addition on the west side of the original building should match the original brick. Staff recommends that the Plan Commission approve the proposed colors and the proposed signage on both facades contingent on city staff verifying the tan color matches the existing historic building.

Kessenich moved, seconded by Highfield to approve the Special Area Design Review-

Signage for Prana Health and Wellness located at 14 S. Third Street West with the horizontal metal awning be removed or painted to match and the paint color of the building addition on the west be painted to match the natural brick with the rest of the building. (SADR-2024-05). Motion carried.

4. Adjournment

Schultz moved, seconded by Highfield to adjourn. Meeting adjourned at 4:17 pm.

Respectfully submitted

Michelle Ebbert

City Clerk/Treasurer/Finance Director



**CITY COUNCIL MEETING
IN PERSON AND VIA ZOOM
TUESDAY, SEPTEMBER 3, 2024 – 7:00 PM
CITY HALL – SECOND FLOOR**

MINUTES

1. Call meeting to order

President Lescohier called the meeting to order at 7:00 pm.

2. Roll call

Present: Cm. Becker, Cm. Jaeckel, Cm. Johnson, Cm. Schultz and President Lescohier. Also present: City Manager, City Clerk/Treasurer, Director of Public Works, City Attorney, Water Superintendent, Fire Chief, Park & Recreation Director, Public Works Superintendent, Library Director and Senior Center Director.

3. Public Hearings

None.

4. Public Comment

John Hausz, 104 Jefferson Street - Does not support the purchase of the electric pickup truck for the Water Department. He has concerns for the manufacturer of the battery and curious if the Fire Department can extinguish a fire of an electric vehicle. He also wants to see balance sheets for city owner property including, Banker Road, Lorman Road and Klement Industrial Park. He stated he wants to meet with someone regarding the Ramesh property.

5. Consent Agenda

Cm. Johnson moved, seconded by Cm. Jaeckel to approve the Consent Agenda as presented. Motion carried.

- a. *Review and possible action relating to the **minutes of the August 20, 2024, License Committee meeting** (Ebbert, Clerk/Treasurer/Finance Director)*
- b. *Review and possible action relating to the **minutes of the August 20, 2024 regular City Council meeting** (Ebbert, Clerk/Treasurer/Finance Director)*
- c. *Review and possible action relating to **building, plumbing, and electrical permit report for July 2024** (Draeger, Building Inspector/Zoning Administrator)*
- d. *Review and possible action relating to the City Clerk-issued **License and Permit Report for***

July 2024 (Ebbert, Clerk/Treasurer/Finance Director)

- e. *Review and possible action relating to **City Sewer, Water, and Stormwater Utility Financial Statements** as of July 31, 2024* (Ebbert, Clerk/Treasurer/Finance Director)

6. Petitions, Requests, and Communications

- a. *Review and possible action relating to a proclamation recognizing **September as National Senior Center Month** in the City of Fort Atkinson* (Houseman, City Manager)
Cm. Schultz moved, seconded by Cm. Johnson to recognize September as National Senior Center Month in the City of Fort Atkinson. Motion carried.

7. Resolutions and Ordinances

None.

8. Reports of Officers, Boards, and Committees

- a. *City Manager's Report* (Houseman, City Manager)
No action was taken.
- b. *Presentation on the Summer Reading program* (Lippert, Library Director)
No action was taken.

9. Unfinished Business

None.

10. New Business

- a. *Review and possible action relating to the **purchase of a new electric truck for the Water Utility** at a cost not to exceed \$47,588* (Armstrong, Water Utility Superintendent)
Water Superintendent Armstrong discussed the 2024 CIP that included replacement of a well-used 2009 gasoline engine service vehicle. The CIP included 50,000 for this truck. Water Utility staff sought and received bids from two vendors for this purchase. Current state vehicle contracts only include pricing on Ford vehicles. After receiving bids, staff discussed the possible purchase of an Electric Vehicle (EV) instead of a gasoline-engineered vehicle. The City of Sun Prairie was featured in an August issue of the Municipality Magazine relating to their recent EV vehicle purchases. Water Utility staff contacted Sun Prairie for their review, and their feedback was very positive. Currently, in 2024, the Federal Government has a clean vehicle credit program in place. This program includes EV trucks qualifying for a \$7,500.00 incentive. Warranty on an EV truck is similar to other vehicles; 3 years 36,000 miles and 8 years 100,000 miles on the batteries and drive-train. Current battery life expectancy with proper maintenance should be 10 + years.

Cm. Schultz moved, seconded by Cm. Johnson to authorize the purchase of an EV Ford F150 Lighting Truck with charger and tool box installation from Griffin Ford Fort Atkinson at a cost not to exceed \$47,588 with Water Utility funds identified in the 2024 CIP and further authorize Staff to pursue the \$7,500 federal incentive for the vehicle, making the final cost \$40,088. Motion carried 4-1 Jaeckel opposed.

- b. *Review and possible recommendation relating to a **Class "A" Fermented Malt Beverage License** for Sarahndipity Salon, located at 121 N. Main Street, for the licensing period of September 4, 2024 through June 30, 2025. (Ebbert, Clerk/Treasurer/Finance Director)*
Clerk/Treasurer Ebbert stated that Sarahndipity Salon applied for a Class "A" Fermented Malt Beverage to allow for sales and off-site consumption of products at her 121 N. Main Street location. This location has held a "Class A" Intoxicating Liquor license since early 2023. The quota for these licenses is established by the City Council and allows one license per 750 residents. All information was provided with a successful background check. The License Committee did review the application at their August 20th meeting and recommended the Council approve the application.

Cm. Schultz moved, seconded by Cm. Jaeckel to approve the Class "A" Fermented Malt Beverage license for Sarahndipity Salon, 121 N. Main Street for the licensing period September 4, 2024 through June 30, 2025. Motion carried.

- c. *Review and possible action relating to the **State/Municipal Agreement for the reconstruction of Banker Road from Campus Drive to Hoard Road** (Selle, Director of Public Works)*

DPW Selle reminded the Council that City staff applied for and received WisDOT grants, through the Bipartisan Infrastructure Law (BIL), for roadway improvements. Staff applied for and have been granted a DOT grant to reconstruct Banker Road from Campus Drive to Hoard Road. Staff proposed reconstruction to include a realignment of a portion of the existing roadway. The project is 0.56 miles in length and constructed of asphalt pavement and concrete curb & gutter. Sidewalks will be constructed on both sides of the roadway along with bicycle accommodation and new storm sewer and street lighting. Per the grant requirements, the City will pay the design costs. The grant agreement covers 80% of eligible costs, to include road and stormwater elements. The City is responsible for the remaining 20% as well as any water or sanitary work required. City staff plan to utilize funds from borrowing associated with TID No. 9, which is supporting the Banker Rd development area. Borrowing for this project will come before the Council at a future meeting. Federal funding is limited to \$1,419,304.

Cm. Schultz moved, seconded by Cm. Becker to approve the proposed State/Municipal Agreement to reconstruct Banker Road from Campus Drive to Hoard Road by 2027 and authorize signature. Motion carried.

- d. *Review and possible action relating to the **State/Municipal Agreement for the construction of in-fill sidewalks as a part of the Safe Routes to School Plan** (Selle, Director of Public Works)*

DPW Selle provided that in 2017, the City of Fort Atkinson and the School District of Fort

Atkinson completed a Safe Routes to School Plan. The study identified several improvements to pedestrian transportation and safety. This project begins to get at the in-fill areas of sidewalks identified around the City's schools (public and private). The City, in cooperation with the School District of Fort Atkinson, submitted an application for in-fill sidewalks and pedestrian paths for a TAP grant. The School District in particular included a significant path around the outside perimeter of the high school, where no path currently exists. The City was awarded a total of \$1.7 Million dollars for this in-fill project. The subject project is funded with 80% federal funding up to a maximum of \$1,703,612.40 for all federally-funded project phases when the Project Sponsor agrees to provide funds in excess of the \$1,703,612.40 federal funding maximum, in accordance with TAP guidelines. Design will be completed in whole by the City.

Cm. Schultz moved, seconded by Cm. Jaeckel to approve the proposed State/Municipal Agreement to construct infill sidewalks in the City of Fort Atkinson. Motion carried.

- e. *Review and possible action relating to the **2025 Recycling Grant Application** to the Wisconsin Department of Natural Resources (Selle, Director of Public Works)*
DPW Selle stated this is an annual grant program through the Wisconsin Department of Natural Resources. The grant award supplements the cost of both recycling and composting for the City. The City's estimated recycling expenditures in 2025 is \$231,976.80, as outlined in the attachment. The total represents an estimated increase of 2% over estimated 2024 recycling expenditures. The WDNR has provided around \$35,000 in grant funds over the last several years. In 2024 WDNR is expected to provide a similar amount.

Cm. Schultz moved, seconded by Cm. Becker to approve the 2025 Recycling Grant and authorize staff to sign and submit the application to the Wisconsin Department of Natural Resources. Motion carried.

- f. *Review and possible action on a design contract addendum for the **Banker Road development infrastructure design** (Selle, Director of Public Works)*
DPW Selle stated that the design of Banker Road will move forward following the process of WisDOT. Staff requested a proposal from Quam Engineering to pursue this work. Note that Quam Engineering has not previously performed work under this process. As such, this is an estimated fee that is expected to require updates as the process moves forward. The work provided thus far by Quam Engineering and the company's familiarity with the site leaves no concern about the lack of specific WisDOT experience. Staff has confirmed with WisDOT that the open solicitation utilized for the Feb 2024 award meets the requirements for open bidding of this grant award, thus allowing an extension of this contract.

Cm. Becker moved, seconded by Cm. Johnson to award and approve a design contract addendum for the Banker Rd Development with Quam Engineering in an amount not to exceed \$107,335 using funds borrowed through the Note Anticipation Notes, Series 2024B. Motion carried.

- g. *Review and possible action relating to the **site investigation contract** for the Koshkonong Estates Development (Selle, Director of Public Works)*

DPW Selle discussed that the City is in the process of settling the Koshkonong Estates lawsuit, with the transfer of ownership of the remaining lots held by the developer expected within the month. In an effort to correctly identify the problems and opportunities within the subdivision, City staff solicited bids to provide investigation into groundwater, wetlands, floodplains, and soils. The current schedule for completion of the work is late November 2024. Funds for these studies have not been budgeted, as the City did not know how the Koshkonong Estates lawsuit would be resolved. Staff recommends that these studies be paid for using American Rescue Plan Act funds.

Cm. Becker moved, seconded by Cm. Johnson to award the site investigation contract to Graef in an amount not to exceed \$67,176.00, using the City ARPA fund. Motion carried 4-1 Jaeckel opposed.

11. Claims, Appropriations and Contract Payments

- a. *Review and possible action relating to the **Verified Claims** presented by the Director of Finance and authorization of payment (Ebbert, Clerk/Treasurer/Finance Director)*

Cm. Schultz moved, seconded by Cm. Jaeckel to approve the list of Verified Claims presented by the Finance Director. Motion carried.

12. Closed Session

- a. *The City Council may consider a motion to convene in closed session pursuant to State Stat. §19.85(1)(e) to **deliberate or negotiate the purchasing of public properties**, where competitive or bargaining reasons require a closed session (Houseman, City Manager)*

Cm. Schultz moved, seconded by Cm. Becker to consider a motion to convene in closed session pursuant to State Stat. §19.85(1)(e) to deliberate or negotiate the purchasing of public properties, where competitive or bargaining reasons require a closed session. Motion carried unanimously.

13. Adjournment

Cm. Schultz moved, seconded by Cm. Becker to adjourn. Meeting adjourned at 8:46 pm.

Respectfully submitted,
Michelle Ebbert
City Clerk/Treasurer/Finance Director

Respectfully submitted,
Michelle Ebbert
City Clerk/Treasurer



**FINANCE COMMITTEE MEETING
IN PERSON
TUESDAY, SEPTEMBER 10, 2024 – 4:00 PM
CITY HALL – SECOND FLOOR CONFERENCE ROOM**

MINUTES

1. Call meeting to order

President Lescohier called the meeting to order at 4:00 pm.

2. Roll call

Present: Cm. Becker, Cm. Schultz and President Lescohier. Also present: City Manager, City Clerk/Treasurer/Finance Director, Fire Chief and Building Inspector.

3. Review of the Draft 2025 Schedule of Fees (Houseman, City Manager)

a. Draft 2025 Schedule of Fees

Manager Houseman reviewed the schedule of fees and noted adjustments for the Fire Department and Building Inspector. The Committee held discussion and reviewed a few additional fees, reduced fees and explanations on comparison research performed. No action was taken.

4. Review of proposed 2025 full time, part time, and seasonal wages to be included in the 2025 City of Fort Atkinson Operating Budget (Houseman, City Manager)

Manager Houseman discussed the proposed wage scales with the Committee. No action was taken.

5. The Finance Committee may consider a motion to convene in closed session pursuant to State Stat. Section 19.85(1)(e) to conduct other specified business where competitive or bargaining reasons require a closed session (Update on Union Negotiations) (Houseman, City Manager)

Cm. Schultz moved, seconded by Cm. Becker to consider a motion to convene in closed session pursuant to State Stat. Section 19.85(1)(e) to conduct other specified business where competitive or bargaining reasons require a closed session. Motion carried unanimously.

6. Adjournment

Cm. Becker moved, seconded by Cm. Schultz to adjourn. Meeting adjourned at 5:05 pm.

Respectfully submitted
Michelle Ebbert
City Clerk/Treasurer/Finance Director



Permit Report

8/1/2024 - 08/31/2024

Permit Date	Permit #	Permit Location	Owner Name	Permit Type	Permit Description	Estimated Project Cost	Total Fees
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Group: Deck

8/19/2024	24523	1523 Radhika St	Melissa Gross	Deck	11'-12x16' deck to replace the deck that is there now. Need to make deeper because we need to make steps at least a foot wider to accept new railings and still maintain 36" for code.	16,000	\$108.00
							\$108.00

Group Total: 1

Group: Electrical

8/29/2024	24581	315 Garfield St	Bill Pazurek	Electrical	Electric for re-built garage. sub-panel disconnect - 6 outlets 2 lights	500	\$66.00
8/27/2024	24576	1815 Janesville Ave	Todd Wilkomm	Electrical	Remodel	2,000	\$145.00
8/26/2024	24572	801 W Rockwell Ave	Dan Garity	Electrical	Detection and Controls for Preaction Fire Protection Sprinkler System	41,525	
8/23/2024	24571	800 Madison Ave	FCCU	Electrical	Generator Installation	59,810	\$90.00
8/22/2024	24566	201 E Cramer St	Opportunities Inc	Electrical	OIW expansion	193,330	\$457.25
8/20/2024	24549	1712 Montclair Pl	Michael Stritchko	Electrical	Finishing portion of basement,	10,000	\$58.25

					expanding Deck, adding Dog Wash in garage		
8/16/2024	24522	310 N Fourth St	Eric Lundberg	Electrical	add sump pump	700	\$35.00
8/14/2024	24519	1604 Commonwealth Dr #1	MOLDENHAUER, CRAIG M	Electrical	(WO 60060402) Remove and reinstall existing service	1,850	\$90.00
8/8/2024	24509	434 Rogers St	Darren Becker	Electrical	200amp overhead service upgrade	7,301	\$70.00
8/1/2024	24500	300 Madison Ave	Christian Birsching	Electrical	Electrical Upgrade	13,785	\$142.50
							\$1,154.00

Group Total: 10

Group: Fence

8/29/2024	24582	25 Elm St	Jackie Lyon	Fence	Privacy Fence, Brown, 6ft	12,000	\$85.00
8/12/2024	24516	1208 Monroe St	Lisa K Moran (fka Wolfram)	Fence	Chain link fencing on East & South half of backyard	3,000	\$85.00
8/8/2024	24508	7 Elm St	Matt Miller	Fence	New wood and metal privacy fence in the backyard	2,500	\$85.00
							\$255.00

Group Total: 3

Group: HVAC

8/30/2024	24583	831 Boldt St	Laverne Taylor	HVAC	Installing a new 2 ton Tempstar Air Conditioner	5,000	\$70.00
8/27/2024	24575	1815 Janesville Ave	Epic Real Estate - Todd	HVAC	Five Roof Top Unit Replacements	84,831	\$335.00
8/27/2024	24574	306 Clarence St	ALISON SCHWARTZ	HVAC	REMOVING AND REPLACING EXISTING	9,550	\$105.00

					FURNACE AND AC		
8/20/2024	24560	22 N Third St	MIKE FOERSTER	HVAC	REPLACE A/C	0	\$70.00
8/20/2024	24559	906 Peterson st	CLOUTE INC	HVAC	REPLACE FURNACE AND A/C	0	\$105.00
8/20/2024	24558	308 S High St	NANCY MACLEOD	HVAC	REPLACE FURNACE AND A/C	0	\$105.00
8/20/2024	24557	809 Hillcrest Dr	ELSA OR BRUCE MEYER	HVAC	REPLACE FURNACE	0	\$70.00
8/20/2024	24556	606 Chippewa Ct	JOANN STURMS	HVAC	REPLACE A/C	0	\$70.00
8/20/2024	24555	308 Ralph St	TIM SCHWAB	HVAC	REPLACE FURNACE AND A/C	0	\$105.00
8/20/2024	24554	339 Merchants Ave	KATE PADDOCK OR WILL HUGHES	HVAC	REPLACE A/C	0	\$70.00
8/20/2024	24552	305 Council St	MATT CARNEY	HVAC	REPLACE A/C	0	\$70.00
8/20/2024	24551	1401 Stacy Ln	CRAIG JUNG	HVAC	REPLACE FURNACE AND A/C	0	\$105.00
8/20/2024	24550	1712 Montclair Pl	Michael Stritchko	HVAC	Finishing portion of basement, expanding Deck, adding Dog Wash in garage	10,000	\$84.75
8/20/2024	24548	500 Grove St	TINA STOCKTON	HVAC	REPLACE A/C	0	\$70.00
8/20/2024	24547	738 Florence St	TAMMY	HVAC	REPLACE A/C	0	\$70.00
8/20/2024	24546	33 William St	LAURIE MESSIER	HVAC	REPLACE A/C	0	\$70.00
8/20/2024	24545	1415 Montclair Pl	GREG SIRENO	HVAC	REPLACE FURNACE AND A/C	0	\$105.00
8/20/2024	24544	311 Garfield St	PAM WHEELER	HVAC	REPLACE A/C	0	\$70.00
8/20/2024	24543	1116 W Cramer St	JEREMY IVERSON	HVAC	REPLACE A/C	0	\$70.00
8/20/2024	24542	729 Florence St	MATT THORMAN	HVAC	REPLACE FURNACE AND A/C	0	\$105.00
8/20/2024	24541	505 Milo St	BRIAN ZAESKE	HVAC	REPLACE A/C	0	\$70.00
8/20/2024	24540	314 Garfield St	TERRY DRAKE	HVAC	REPLACE A/C	0	\$70.00
8/20/2024	24539	424 Monroe St	ROSE OTIS	HVAC	REPLACE A/C	0	\$70.00

8/20/2024	24538	301 E Milwaukee Ave	DAVE BOIE	HVAC	REPLACE A/C	0	\$70.00
8/20/2024	24537	1124 Arndt Ct	KEITH FREDERICK	HVAC	REPLACE A/C	0	\$70.00
8/20/2024	24536	1220 S Main St	JIM KIRK	HVAC	REPLACE A/C	0	\$70.00
8/20/2024	24535	1004 Apache Ct	AMY PEASE	HVAC	REPLACE A/C	0	\$70.00
8/20/2024	24534	118 Lucile St	JIM BOLTON	HVAC	RPELACE FURNACE AND A/C	0	\$105.00
8/20/2024	24533	29 W Milwaukee Ave	FIRST CONGREGATIONAL CHURCH	HVAC	REPLACE 5 Furnaces and 4 AC	0	\$350.00
8/20/2024	24532	10 W Hilltop Tr	MIKE KUTZ	HVAC	REPLACE A/C	0	\$70.00
8/20/2024	24529	1336 Jamesway	PAULETTE CROOK	HVAC	REPLACE FURNACEAND A/C	0	\$105.00
8/19/2024	24528	1122 Janette St	NATALIE LANG	HVAC	REPLACE A/C	0	\$70.00
8/19/2024	24527	116 Council St	NICK WILGRUBS	HVAC	REPLACE A/C	0	\$70.00
8/20/2024	24526	1123 Peterson St	KIM PEMPER	HVAC	REPLACE A/C	0	\$70.00
8/20/2024	24525	527 N High St	STEVE HOLZ	HVAC	REPLACE A/C	0	\$70.00
8/14/2024	24520	1705 Montclair Pl	Roxolid Creations LLC	HVAC	new furnace, ductwork, and venting	14,507	\$379.20
8/14/2024	24518	535 Robert St	Ryan Whisner	HVAC	Move one supply duct in bathroom	200	\$35.00
8/6/2024	24503	201 E Cramer St.	Opportunities Inc.	HVAC	New Unit and IR Tube Heaters and Exhaust Fan	74,660	\$2,985.00
							\$6,723.95

Group Total: 38

Group: Other

8/19/2024	24524		Susan Ratcliff Folk	Other	Solar Canopy	10,000	
8/13/2024	24517	1116 Harriette St	Rick Hogan	Other	Replace 53 feet of city sidewalk in front on residence.	6,200	\$50.00
							\$50.00

Group Total: 2

Group: Plumbing

8/28/2024	24577	440 Washington St	Rick & Laura Schoonover	Plumbing	Water Lateral Repair	3,500	\$160.00
8/23/2024	24570	440 Washington St	Laura	Plumbing	REPLACING ALL INTERIOR WATER PIPING In Basement AND LAUNDRY SINK INSTALL	2,500	\$41.00
8/22/2024	24568	201 E Cramer St	Lori Steen	Plumbing	install 2 new sprinkler systems for warehouse addition	188,910	\$210.00
8/20/2024	24553	1712 Montclair Pl	Michael Stritchko	Plumbing	Finishing portion of basement, expanding Deck, adding Dog Wash in garage	10,000	\$59.00
8/20/2024	24531	Fort Memorial Hospital - 611 Sherman Avenue, Fort Atkinson, WI 53538	Fort Memorial Hospital	Plumbing	Street Opening and sewer lateral	0	\$160.00
8/10/2024	24514	310 N Fourth St	Eric Lundberg	Plumbing	add sump pump	700	\$41.00
8/8/2024	24510	300 Roosevelt	Nicole Mephram	Plumbing	install sump pump	1,922	\$41.00
8/7/2024	24506	1251 Janette St	MARTIN NELSON	Plumbing	Project is a Kitchen remodel, with the fixtures being the following: Kitchen sink Dishwasher Icemaker Gas to range Pot filler	16,000	\$65.00
8/7/2024	24505	535 Robert St.	RYAN WHISNER	Plumbing	BATHROOM REMODEL	2,340	\$53.00
8/2/2024	24502	401 Raintree Dr	Brianne E Crandall	Plumbing	Bathroom Remodel	0	\$41.00
8/1/2024	24501	19 S Sixth St	Super J Investments LLC	Plumbing	New sewer hook up	2,500	\$110.00
							\$981.00

Group Total: 11

Group: Pool/Hot Tub

8/6/2024	24504	1300 Lillian St	City of Fort Atkinson	Pool/Hot Tub	REPLACEMENT OF POOL HEATER	35,822	

Group Total: 1

Group: Right of Way Opening Permit

8/28/2024	24579	309 Bluff St	St. Paul's Lutheran	Right of Way Opening Permit	6" Water Service connection for Addition	0	\$160.00
8/26/2024	24573	915 S Main St	same	Right of Way Opening Permit	Excavate/place 5" 2" innerduct	0	\$50.00
8/21/2024	24564	1710 MONTCLAIR PL		Right of Way Opening Permit	NEW GAS SERVICE	0	\$50.00
8/21/2024	24563	615 MADISON AVE		Right of Way Opening Permit	WR5014264 RELOCATION OF SERVICE	0	\$50.00
8/21/2024	24562	1708 MONTCLAIR PL		Right of Way Opening Permit	GAS SERVICE	0	\$50.00
8/19/2024	24530	1325 Commonwealth Dr Fort Atkinson, WI	Mike Rankin	Right of Way Opening Permit	Concrete Driveway	0	\$50.00
8/15/2024	24521	90 Edward St to 100 Edward St	AT&T	Right of Way Opening Permit	Directional bore sz 2" innerduct approx 104'	0	\$50.00
8/8/2024	24513	1444 Lakeview Dr	Joe Salamone	Right of Way Opening Permit	WR5015097 Gas Service Installation for South Unit	0	\$50.00
8/7/2024	24507	200 E Cramer St	Opportunities Inc.	Right of Way Opening Permit	Apron and sidewalk replacement	0	\$50.00
							\$560.00

Group Total: 9

Group: Shed

8/22/2024	24569	34 Wilson Ave	Steven Wollin	Shed	8' X 10' Shed on a 9' X 11' cement slab	10,900	\$80.00
							\$80.00

Group Total: 1

Group: Sign

8/22/2024	24567	420 Mechanic St	Bryan Spangler	Sign	Remove Existing Banner, New channel letter set to be installed in place	10,496	\$90.00
							\$90.00

Group Total: 1

Group: Single Family Alteration/Addition

8/29/2024	24580	88 Monroe St	Barry Rasmussen	Single Family Alteration/Addition	Remodel entire Home - Strip to studs and reconfigure. Adding 2nd floor bathroom	185,000	\$610.00
8/21/2024	24561	1413 Jamesway	Stephen & Karen Riggs	Single Family Alteration/Addition	Removing existing deck and building 3-season room on new deck and piers.	21,000	
8/12/2024	24515	1712 Montclair Pl	Michael Stritchko	Single Family Alteration/Addition	Finishing portion of basement, expanding Deck, adding Dog Wash in garage	10,000	\$172.75
							\$782.75

Group Total: 3

Group: Zoning

8/28/2024	24578		Casey's Marketing Company	Zoning		14,000	

Group Total: 1

							\$10,784.70
--	--	--	--	--	--	--	--------------------

Total Records: 81

8/30/2024



Jedidiah Draeger
Building Inspector/Zoning Administrator



MEMORANDUM

DATE: September 17, 2024

TO: Fort Atkinson City Council

FROM: Michelle Ebbert, Clerk/Treasurer/Finance Director

RE: Review and possible action relating to the City Clerk-issued License and Permit Report for August 2024 (Ebbert, Clerk/Treasurer/Finance Director)

BACKGROUND

The following is a list of the Licenses and Permits issued by the City Clerk for the period of July 16, 2024 through August 20, 2024 per the City of Fort Atkinson Municipal Code of Ordinances.

DISCUSSION

BEEKEEPING

None

OPERATOR

Licensing Period – July 1, 2024 – June 30, 2026

Applicant		Place of Employment	Recommended Approval by Fort Atkinson Police Department	Cost
Sarah	Harder	Pick N Save	Y	\$30
Lexi	Garant	Paddy Shack	Y	\$40
Lauren	Lilly	Tavern on Rock	Y	\$30

MOBILE MERCHANT

None

DOOR-TO-DOOR RESIDENTIAL / DIRECT SELLER

None

FINANCIAL ANALYSIS

In accordance with the City's Ordinances and Fee Schedule, a total of \$100 was collected for Operator's licenses.

RECOMMENDATION

These licenses have been issued by the City Clerk's Office in accordance with the City's Ordinances. No further action by the City Council is necessary.

ATTACHMENTS

None



MEMORANDUM

DATE: September 17, 2024

TO: Fort Atkinson City Council

FROM: Michelle Ebbert, Clerk/Treasurer/Finance Director

RE: Review and possible action on a Special Event: Hispanic Heritage Month Celebration, Saturday, September 28, 2024, 4:00- 8:30 pm (Ebbert, Clerk/Treasurer/Finance Director)

BACKGROUND

The City of Fort Atkinson is committed to supporting quality special events throughout the community. The Special Event Guide and Application was created to assist with planning events in the city and to allow appropriate contact information be obtained and forwarded to Departments. The planning guide is designed to assist members of the community in the planning, preparation and running of events and programs in Fort Atkinson.

The Special Event Guide defines a special event as a planned extraordinary occurrence or temporary aggregation of attractions, open to the public, that (a) is conducted on public property, (b) is conducted on private property and has a substantial impact on public property, (c) has activities that request special temporary licenses; or (d) require special city services, whether open to the public or not, including but not limited to, any of the following: street closures, provisions of barricades, garbage cans, stages or special no parking signs, special electrical services, or special police protection. Special events include, but not limited to, neighborhood and community festivals, parades, processions, fairs, and bicycle or foot races.

DISCUSSION

Jefferson County Democrats

Event: Hispanic Heritage Month Celebration

Dates and Hours of Event:

Event: Saturday, September 28th from 4:00 pm to 8:30 pm

Locations: La Tienda Market; 809 S Main St

Contact Person: Jim Marousis; jmarousis@ymail.com

Estimated Number of Attendees: 150

The application and event information was routed to all City Departments without comments or concerns.

FINANCIAL ANALYSIS

There is no financial impact to the City of Fort Atkinson for the event.

RECOMMENDATION

Staff recommends that City Council approve the Special Event: Hispanic Heritage Month Celebration, Saturday, September 28, 2024, 4:00- 8:30 pm at La Tienda Market.

ATTACHMENTS

1. HISPANIC HERITAGE SPECIAL EVENT 9.28.24



CITY OF FORT ATKINSON

Special Event Application

Fee: \$25.00

Name of Business/Group Organizing Event:

Jefferson Co Democrats

Contact Person for Event:

Jim Marousis

Phone Number:

(507) 351-7277

Email:

jmarousis@ymail.com

Day of Event Contact Person (if different from above):

Phone:

Email:

Special Event Details

Event Name:

Hispanic Heritage Month celebration

Event Date (mm/dd/yyyy):

09/28/2024

Event Location:

La Tienda market / 809 S Main Fort Atkinson

Estimated Number of Attendees:

150

Hours of Event:

4-8:30 pm

Event Setup Time:

3:00

Event Tear Down Time:

9:00

Event Description:

A celebration of Hispanic Heritage Month. Speakers, food & music.

Goal/Purpose of Event:

Celebration of Hispanic heritage, voter registration & education.

Attach a map of the event including:

Ample space & parking in La Tienda parking lot.

Designated parking areas and available number of spaces*, directional signage for events (i.e. parking guidance), pedestrian street crossing locations, location of any traffic control barricades or personnel to ensure safe coordination of vehicles and pedestrians

* If limited parking available, provide proof of permission from neighboring businesses/property to utilize their parking

Check all applicable boxes:

☐

I am renting a city park

Attach copy of paid park rental from Parks & Recreation Department. Equipment rentals are reservable through the Parks & Recreation office 920-397-9910. You are responsible for picking up, setting up, tearing down, and return of equipment. Each park is equipped with picnic tables and garbage/recycling receptacles, and additional are available upon request. If additional cans are requested, the event coordinator will need to pick up additional can liners from Park & Recreation office. The event coordinator is responsible for trash and recycling disposal. If there is no dumpster on site, a dumpster may be required and is the responsibility of the event coordinator.

☒

I am renting city equipment

Please secure and submit payment for requested equipment prior to submitting Special Event Application.

*Attach a map with a location for drop off of equipment with this application.

8' white plastic table (43 available; \$4.50/each)

Qty ____

Metal folding chair (190 available; \$0.75/each)

Qty 35

Additional Picnic Table (\$15/each; includes delivery & pick up)*

Qty ____

Additional Garbage/Recycling Can*

Qty ____

Barricades*

Qty ____

Traffic Cones*

Qty ____

☐

Electrical Access

The City Electrician may reach out to you to address any needs/concerns.

Please specify if you have any requests or requirements beyond current access:

Continued

☒ I will be having music (Per City Ordinance 17.03) no person shall cause or allow loud, excessive or unusual noise that will disturb the comfort and quiet repose of persons in the vicinity. All music shall terminate as of 10:00 p.m. City noise ordinance must be followed

Start Time of Music: 5:30 End Time of Music: 8:00

☐ I will be closing a street(s)* Barricades can be provided by Public Works upon request
* Provide proof of permission from neighboring businesses/properties if street closure impacts daily activity

☐ I will be selling beer and/or wine* ? Alcohol license and licensed bartender(s) required. Contact City Clerk (920) 397-9901 prior to submitting this application.
*Restroom Plan also required with sales of beer and/or wine. Refer to the Special Event Guide.

☐ I will be erecting a tent, canopy or other temporary structure.*
*Event coordinator is responsible for ensuring that the temporary structure is safely installed. Event Coordinator is required to contact Diggers Hotline at least 4 business days prior to the event. Diggershotline.com, 1-800-242-8511

☐ I am having a walk/race* *See map instructions above. In addition to the previously listed map requirements, clearly mark your walk/race route on the map.

By signing, I agree to the following statements:

I understand I am responsible for a fire safety and medical plan. I understand it is my responsibility to read the Special Events Guide. I understand I may be required to provide Proof of Insurance. I understand that I may need to contact multiple Departments to arrange for assistance. I understand I am responsible for timely clean up after the event. I understand that additional charges may apply and that I can be billed after my event.

Responsible Party Signature:

J Marousis

Submission Date:

09/04/2024

For Office Use Only:

Date Received: _____

Date Paid: _____

Council Approval / Denial Date: _____

Date applicant notified of Council action and any event stipulations: _____

Event Stipulations:



MEMORANDUM

DATE: September 17, 2024

TO: Fort Atkinson City Council

FROM: Michelle Ebbert, Clerk/Treasurer/Finance Director

RE: Review and possible action on a Special Event: Haunted Hike Friday, Oct. 18, 2024 and Saturday, Oct. 19, 2024 from 6 to 9 pm at Haumerson's Pond (Ebbert, Clerk/Treasurer/Finance Director)

BACKGROUND

The City of Fort Atkinson is committed to supporting quality special events throughout the community. The Special Event Guide and Application was created to assist with planning events in the city and to allow appropriate contact information be obtained and forwarded to Departments. The planning guide is designed to assist members of the community in the planning, preparation and running of events and programs in Fort Atkinson.

The Special Event Guide defines a special event as a planned extraordinary occurrence or temporary aggregation of attractions, open to the public, that (a) is conducted on public property, (b) is conducted on private property and has a substantial impact on public property, (c) has activities that request special temporary licenses; or (d) require special city services, whether open to the public or not, including but not limited to, any of the following: street closures, provisions of barricades, garbage cans, stages or special no parking signs, special electrical services, or special police protection. Special events include, but not limited to, neighborhood and community festivals, parades, processions, fairs, and bicycle or foot races.

DISCUSSION

Friends of Haumerson's Pond

Event: Haunted Hike

Dates and Hours of Event:

Setup: Friday October 18, 12:00 pm

Event: Friday October 18 and Saturday, October 19 from 6:00 pm to 9:00 pm

Locations: Haumerson's Pond Warming House

Contact Person: Josie Kincaid, josie7001@gmail.com

Estimated Number of Attendees: 1000

The application and event information was routed to all City Departments without comments or concerns.

FINANCIAL ANALYSIS

There is no financial impact to the City of Fort Atkinson for the event.

RECOMMENDATION

Staff recommends that City Council approve the Special Event: Haunted Hike Friday, October 18, 2024 and Saturday, October 19, 2024 from 6:00 - 9:00 pm at Haumerson's Pond.

ATTACHMENTS

1. HAUNTED HIKE 101824-101924
2. Event Parking Plan



CITY OF FORT ATKINSON
Special Event Application

Fee: \$25.00

Name of Business/Group Organizing Event: Friends of Hamerson's Pond
Contact Person for Event: Josie Kincaid
Phone Number: 920-723-7001 Email: josie7001@gmail.com
Day of Event Contact Person (if different from above): _____ Phone: _____ Email: _____

Special Event Details

Event Name: Hamerson's Pond Haunted Hike
Event Date (mm/dd/yyyy): October 18 + 19, 2024
Event Location: Hamerson's Pond
Estimated Number of Attendees: ~1000 Hours of Event: 6-9pm
Event Setup Time: Friday noon to 5 Event Tear Down Time: Sunday 8-noon
Event Description: Annual Haunted trail and a kid friendly trail. We will be selling food, drinks, glow sticks + smores.

Goal/Purpose of Event: To provide a very affordable family friendly event for the community. It also serves as a fundraiser to help build a storage garage.

Attach a map of the event including: Designated parking areas and available number of spaces*, directional signage for events (i.e. parking guidance), pedestrian street crossing locations, location of any traffic control barricades or personnel to ensure safe coordination of vehicles and pedestrians
** If limited parking available, provide proof of permission from neighboring businesses/property to utilize their parking*

Check all applicable boxes:

☒ I am renting a city park
Attach copy of paid park rental from Parks & Recreation Department. Equipment rentals are reservable through the Parks & Recreation office 920-397-9910. You are responsible for picking up, setting up, tearing down, and return of equipment. Each park is equipped with picnic tables and garbage/recycling receptacles, and additional are available upon request. If additional cans are requested, the event coordinator will need to pick up additional can liners from Park & Recreation office. The event coordinator is responsible for trash and recycling disposal. If there is no dumpster on site, a dumpster may be required and is the responsibility of the event coordinator.

☐ I am renting city equipment
Please secure and submit payment for requested equipment prior to submitting Special Event Application.
*Attach a map with a location for drop off of equipment with this application.

8' white plastic table (43 available; \$4.50/each) Qty ____
Metal folding chair (190 available; \$0.75/each) Qty ____
Additional Picnic Table (\$15/each; includes delivery & pick up)* Qty ____
Additional Garbage/Recycling Can* Qty ____
Barricades* Qty 4
Traffic Cones* Qty ____

☐ Electrical Access
The City Electrician may reach out to you to address any needs/concerns.
Please specify if you have any requests or requirements beyond current access:

Continued

☐ I will be having music (Per City Ordinance 17.03) no person shall cause or allow loud, excessive or unusual noise that will disturb the comfort and quiet repose of persons in the vicinity. All music shall terminate as of 10:00 p.m. City noise ordinance must be followed

Start Time of Music: _____ End Time of Music: _____

☐ I will be closing a street(s)* Barricades can be provided by Public Works upon request
* Provide proof of permission from neighboring businesses/properties if street closure impacts daily activity

☐ I will be selling beer and/or wine* Alcohol license and licensed bartender(s) required. Contact City Clerk (920) 397-9901 prior to submitting this application.
*Restroom Plan also required with sales of beer and/or wine. Refer to the Special Event Guide.

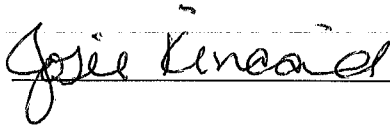
☐ I will be erecting a tent, canopy or other temporary structure.*
*Event coordinator is responsible for ensuring that the temporary structure is safely installed. Event Coordinator is required to contact Diggers Hotline at least 4 business days prior to the event. Diggershotline.com, 1-800-242-8511

☐ I am having a walk/race*
*See map instructions above. In addition to the previously listed map requirements, clearly mark your walk/race route on the map.

By signing, I agree to the following statements:

I understand I am responsible for a fire safety and medical plan. I understand it is my responsibility to read the Special Events Guide. I understand I may be required to provide Proof of Insurance. I understand that I may need to contact multiple Departments to arrange for assistance. I understand I am responsible for timely clean up after the event. I understand that additional charges may apply and that I can be billed after my event.

Responsible Party Signature:



Submission Date:

For Office Use Only:

Date Received: _____

Date Paid: _____

Council Approval / Denial Date: _____

Date applicant notified of Council action and any event stipulations: _____

Event Stipulations:

Friends of Haumerson's Pond

Event Parking Plan

1. See attached aerial for location of Barricades (Provided by the City), No Parking Allowed signage (provided by City) Identified by a red line.
2. Parking is allowed in the main parking lot for attendants of the event. Indicated on the attached sheet by orange lines. If it is a bigger event it is recommended to try to allow parking in this lot for those with mobility issues and young children.
3. Parking for Committee members and actors at the event is in the overflow area indicated by a blue square on the diagram. All those using this space for parking are informed to park with their lights facing away from the single family homes on Zida St. If it doesn't pose a danger, please use only parking lights in the lot when exiting.
4. Parking attendants are located at the corner of Fourth St and Zida St to monitor traffic. If warranted, another attendant should be placed at the parking lot entrance at Zida St to monitor open parking spaces.
5. Over flow parking can be directed to the School District parking lot on Fourth St by the water tower. Make prior arrangements with the School District for permission to use that space in case they have a simultaneous event.
6. All attendants are required to wear reflective vests and possess a flashlight.

Jefferson County Land Information



Municipal Boundaries

Road Right of Ways



Tax Parcel Information

Parcel Lines

Property Boundary

Section Lines

Old Lot/Meander Lines

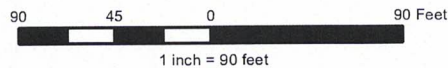
Surface Water

Rail Right of Ways

Map Hooks

Right of Ways

Blue Box - Committee & Actor Parking
 Gold line - on site visitor parking
 Blue line - NO Parking Signage
 Red Line - Barricade
 Red Dot - Attendants



Jefferson County Geographic Information System

Printed on: August 23, 2023

Author: Public User

Page 32 of 73

DISCLAIMER: This map is not a substitute for an actual field survey or onsite investigation. The accuracy of this map is limited to the quality of the records from which it was assembled. Other inherent inaccuracies occur during the compilation process. Jefferson County makes no warranty whatsoever concerning this information.



MEMORANDUM

DATE: September 17, 2024

TO: Fort Atkinson City Council

FROM: Michelle Ebbert, Clerk/Treasurer/Finance Director

RE: Review and possible action on a Special Event: Rotary Wine Walk Friday, Oct. 11, 2024, from 4:30-8:30 pm in downtown Fort Atkinson (Ebbert, Clerk/Treasurer/Finance Director)

BACKGROUND

The City of Fort Atkinson is committed to supporting quality special events throughout the community. The Special Event Guide and Application was created to assist with planning events in the city and to allow appropriate contact information be obtained and forwarded to Departments. The planning guide is designed to assist members of the community in the planning, preparation and running of events and programs in Fort Atkinson.

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DISCUSSION

Event: Rotary Club Wine Walk

Dates and Hours of Event: Friday, October 11, 2024, 4:30-8:30 pm

Locations: Various locations on or around Main Street*

Contact Person: Margaret Bare, mbare@forttaxservice.com

Estimated Number of Attendees: 350

The application and event information was routed to all City Departments without comments or concerns.

FINANCIAL ANALYSIS

There is no financial impact to the City of Fort Atkinson for the event.

RECOMMENDATION

Staff recommends that City Council approve the Special Event: Rotary Wine Walk on Friday, October 11, 2024 from 4:30-8:30 pm.

ATTACHMENTS

1. WINE WALK 10.11.24



CITY OF FORT ATKINSON
Special Event Application

Fee: \$25.00

Name of Business/Group Organizing Event: **Rotary Club of Fort Atkinson**

Contact Person for Event: **Margaret Bare**

Phone Number:

Email: **mbare@forttaxservice.com**

Day of Event Contact Person (If different from above):

Phone:

Email:

Special Event Details

Event Name: **Wine Walk of Fort Atkinson**

Event Date (mm/dd/yyyy): **Friday, October 11, 2024**

Event Location: **Main Street in Fort Atkinson**

Estimated Number of Attendees: **350**

Hours of Event: **4:30 - 8:30 PM**

Event Setup Time: **4:00 PM**

Event Tear Down Time: **8:30 PM**

Event Description: Local businesses on Main Street will host a wine tasting at their offices. Registration is only online thru Eventbrite. Premier Bank has once again offered to be the starting point for the event. Attendees will be given a map with participating locations and will walk from place to place. Each attendee is allowed one 2oz sample at each venue. Multiple different wines will be selected by a committee so that each location offers a different wine. Designated Driver tickets are also being sold at a discounted price. A swag bag will be provided to all attendees. In 2023, there were 20 local businesses that participated. We are hoping for approximately the same number again for 2024.

Goal/Purpose of Event: Rotary will be using this event as a fundraiser for their upcoming projects in Fort Atkinson. Continuing with on-going Rotary projects such as possible playground improvement, support of BASE building, etc. In addition, based on last years event, the attendees will visit musltiple locations that they did not know were on Main St or did not know what the business actually did.

Attach a map of the event including: Designated parking areas and available number of spaces*, directional signage for events (i.e. parking guidance), pedestrian street crossing locations, location of any traffic control barricades or personnel to ensure safe coordination of vehicles and pedestrians

** If limited parking available, provide proof of permission from neighboring businesses/property to utilize their parking*

Check all applicable boxes:

☐ I am renting a city park

Attach copy of paid park rental from Parks & Recreation Department. Equipment rentals are reservable through the Parks & Recreation office 920-397-9910. You are responsible for picking up, setting up, tearing down, and return of equipment. Each park is equipped with picnic tables and garbage/recycling receptacles, and additional are available upon request. If additional cans are requested, the event coordinator will need to pick up additional can liners from Park & Recreation office. The event coordinator is responsible for trash and recycling disposal. If there is no dumpster on site, a dumpster may be required and is the responsibility of the event coordinator.

☐ I am renting city equipment

Please secure and submit payment for requested equipment prior to submitting Special Event Application.
*Attach a map with a location for drop off of equipment with this application.

8' white plastic table (43 available; \$4.50/each)

Qty ____

Metal folding chair (190 available; \$0.75/each)

Qty ____

Additional Picnic Table (\$15/each; Includes delivery & pick up)*

Qty ____

Additional Garbage/Recycling Can*

Qty ____

Barricades*

Qty ____

Traffic Cones*

Qty ____

☐ Electrical Access

The City Electrician may reach out to you to address any needs/concerns.

Please specify if you have any requests or requirements beyond current access:

Continued

☐ I will be having music (Per City Ordinance 17.03) no person shall cause or allow loud, excessive or unusual noise that will disturb the comfort and quiet repose of persons in the vicinity. All music shall terminate as of 10:00 p.m. City noise ordinance must be followed

Start Time of Music: _____ End Time of Music: _____

☐ I will be closing a street(s)* Barricades can be provided by Public Works upon request
* Provide proof of permission from neighboring businesses/properties if street closure impacts daily activity

☐ I will be selling beer and/or wine* Alcohol license and licensed bartender(s) required. Contact City Clerk (920) 397-9901 prior to submitting this application.

*Restroom Plan also required with sales of beer and/or wine. Refer to the Special Event Guide.

☐ I will be erecting a tent, canopy or other temporary structure.*
*Event coordinator is responsible for ensuring that the temporary structure is safely installed. Event Coordinator is required to contact Diggers Hotline at least 4 business days prior to the event. Diggershotline.com, 1-800-242-8511

☐ I am having a walk/race*
*See map instructions above. In addition to the previously listed map requirements, clearly mark your walk/race route on the map.

By signing, I agree to the following statements:

I understand I am responsible for a fire safety and medical plan. I understand it is my responsibility to read the Special Events Guide. I understand I may be required to provide Proof of Insurance. I understand that I may need to contact multiple Departments to arrange for assistance. I understand I am responsible for timely clean up after the event. I understand that additional charges may apply and that I can be billed after my event.

Responsible Party Signature:

Margaret Bare



Submission Date:

For Office Use Only:

Date Received: _____

Date Paid: _____

Council Approval / Denial Date: _____

Date applicant notified of Council action and any event stipulations: _____

Event Stipulations:



MEMORANDUM

DATE: September 17, 2024

TO: Fort Atkinson City Council

FROM: Rebecca Houseman, City Manager

RE: Review and possible action relating to the Citizen Appointment of Wyatt Cooper to the Economic Development Commission (Houseman, City Manager)

BACKGROUND

The City has a wide variety of Committees, Commissions, and Boards made up of citizens, staff, and elected officials. Some of these groups are outlined in the City's Ordinances. Most often, the City Manager is responsible for appointing citizen members, subject to approval by the City Council. Similarly, in most cases, the Council President is responsible for appointing Council representatives to these groups.

DISCUSSION

The following citizen member is recommended for appointment or reappointment to the Committees, Commissions, and Boards below for the terms indicated:

Economic Development Commission:

Wyatt Cooper for a three-year term ending in 2027 (appointment)

Note the following vacancies for citizens on City Commissions, Committees, and Boards:

- Airport Committee (one seat)
- Board of Zoning Appeals (two seats)
- Cable Television Committee (one seat)

Staff continues to work on filing these vacancies and encourages members of the public to submit an application to serve if interested. Applications can be found on the City's website.

FINANCIAL ANALYSIS

The appointments of citizens to these Committees, Commissions, and Boards is not expected to impact the City financially.

RECOMMENDATION

Staff recommends that the City Council confirm the appointment listed in this memo through the Consent Agenda.

ATTACHMENTS

1. Wyatt Cooper - application



City of Fort Atkinson
City Manager's Office
101 N. Main Street
Fort Atkinson, WI 53538

CITIZEN SERVICE INFORMATION FORM

Name (Print): Cooper Wyatt Joseph Date: 8/6/24
Last First Middle

Home Address: 1111 Grove St

Business Name/Address: —

Telephone (Home): (608) 530-9336 (Work): —

Email Address: wyattjcooper1@gmail.com

How long have you lived in the City of Fort Atkinson? 4 years 2 months

Which Boards, Commissions and/or Committees interest you? Library Board, Airport Advisory Committee, Economic Development Commission

Please give a brief overview of your background, experience, interest or concerns in the above areas:

Please see attached.

References:

1. Calvin Callahan Phone: (715) 305-0032

2. Kim Foelker Phone: (608) 575-3533

Wyatt J Cooper
Signature

Return this form to:
City Manager's Office
101 North Main Street
Fort Atkinson WI 53538
sweiher@fortatkinsonwi.gov

August 6, 2024

City of Fort Atkinson
City Manager
101 N Main St
Fort Atkinson, WI 53538

To Whom It May Concern:

Thank you for considering me for one of the several boards/committees in our city. I appreciate you taking the time to review my background and interest.

I received a Bachelors Degree in both Political Science and Criminal Justice at Carthage College in 2017, along with a Masters Degree in Business Administration from Grand Canyon University in 2020. Since my wife and I moved to Fort Atkinson in June of 2020, I have actively engaged in the community, working to make this the best place for our future family. For the last seven years, I have served Wisconsin citizens in our state government. I have spoken directly with hundreds of constituents, worked on many policy items in various fields, and cooperatively worked across the aisle to get things done effectively and efficiently. Additionally, I am a local Realtor in Fort Atkinson, where I have further learned the importance of good communication and competent administration. Overall, I am professional, organized, and motivated to succeed for our neighbors. I always work to foster constructive, respectful conversations that benefit our goals and ensure that timely decisions are made consistently. Navigating difficult conversations with others is something I am quite qualified in, as I engage in them on at least a weekly basis during legislative sessions.

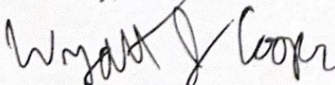
Regarding my interest in the specific committees, I selected these because, based on my experience, I am uniquely equipped to have a huge impact on our city from these committees. I have a profound respect for our libraries and those who work there. I believe libraries across the state to be an incredible resource to our communities. This was especially evident during the COVID-19 pandemic, but they continue to show their importance today. I enjoy hearing stories from librarians about ways they have helped others apply for a job or connect them to other resources they need. Our libraries are very impactful, and I would enjoy the opportunity to help ours be the best it can be.

The Economic Development Commission is one that I would like to sit on because I want to help small businesses in our community thrive. We have vacant storefronts and commercial land throughout the city, and I would love to see new businesses either move to or start-up in these locations. Not only is it lost tax revenue for the city, but it is a missed opportunity for our community. I know Fort Atkinson to be a tight-knit community, and having another business join our community could potentially add another sponsor for events that occur throughout the year in the city. When a new business comes to town, everybody wins.

Lastly, the Airport Committee is one I am interested in, simply because I have always had an interest in both aviation and transportation topics. This committee checks both those boxes. The airport can be a great asset to a community like Fort Atkinson, whether it is flying in folks for a business meeting at one of the local companies or training new pilots, the proximity to our city is vital and cannot be understated.

I would like to thank you once again for considering me for one of these committees. If you have any questions or need any further documentation, please do not hesitate to reach out.

Sincerely,



Wyatt J. Cooper
(608) 530-9336



MEMORANDUM

DATE: September 17, 2024

TO: Fort Atkinson City Council

FROM: Rebecca Houseman, City Manager

RE: Review and possible action relating to a Resolution requesting exemption from the County Library Tax for the City of Fort Atkinson (Houseman, City Manager)

BACKGROUND

The Jefferson County Board has established a County Library Service and levies a County Library Tax. State Statutes provide that a municipality is exempt from this County Library Tax if the municipality levies a minimum amount for public library services. Annually in September, the County calculates the minimum levy for municipalities to qualify for this exemption.

DISCUSSION

In August, the City received the attached letter from the Jefferson County Finance Department reminding the City of the minimum appropriation to the Dwight Foster Public Library in order to be exempt from paying the County Library Tax.

Per the attached documentation and statutory calculation, the City is required to appropriate at least \$292,719 to the Dwight Foster Public Library to be exempt from the tax. The City is proposing to levy \$624,000 in property taxes to fund Library operations in 2025. This amount exceeds the minimum appropriation for exemption from the County Library Tax. The proposed amount to be levied (\$624,000) represents an increase of \$8,000 over the 2024 levied amount of \$616,000, or 1.3%.

FINANCIAL ANALYSIS

The City requests this exemption annually through a similar resolution. If the City Council does not approve the request for the exemption, the County may require the City to levy additional property taxes to contribute to the County library system.

RECOMMENDATION

Staff recommends that the City Council adopt the Resolution requesting exemption from the County Library Tax and direct the City Clerk to provide copies of the Resolution to the County Clerk and the Jefferson County Library Council Administrator.

ATTACHMENTS

1. Municipal Library Letter-2025
2. Copy of Municipal libraries 2025
3. COFA Library Exemption Resolution



Jefferson County Finance Department

311 S. Center Ave. Room 109
Jefferson, WI 53549
Telephone (920) 674-7434
Fax (920) 674-7368

Marc A. DeVries, CPA
Finance Director

Jayne Hintzmann
Donna Miller
Morgan Toutant
Tamara L. Worzalla, CPA

September 2, 2024

Municipal Libraries in Jefferson County:

This letter is a reminder to all municipal libraries in Jefferson County that your village or city must tax and appropriate a minimum amount to your library fund for 2025 expenditures in order to qualify for an exemption from the Jefferson County library tax. I have enclosed a spreadsheet that lists the **MINIMUM APPROPRIATION** for each of you to qualify for this exemption. *Note that if your municipality is situated in two counties, you must also coordinate this calculation with that other county.*

I have also summarized below how this calculation is made:

From Wisconsin Statutes 43.64

1. Divide the amount of tax levied by the county for public library service in the prior year by the equalized valuation of property in that area of the county that was subject to the county property tax levy for public library services in the prior year.
2. Multiply the amount determined above by the equalized valuation of property in the city, village, town, or school district for the current year.

Your municipal governing body must also pass a resolution annually requesting an exemption from the county library tax. Section 43.64 of the Wisconsin Statutes requires this procedure to avoid double taxation of your municipality for library purposes.

The County Clerk's office calculates the tax assessment in the middle of November. Please have your resolution acted upon and mailed to arrive by November 1st. If it is not on file when the tax assessment is calculated, your municipality will be taxed as required by Wisconsin Statutes.

An electronic copy of the sample resolution is attached.

If you have any problems or questions concerning this, please feel free to contact me at 920-674-7142.

Sincerely,

Marc A. DeVries, CPA
Finance Director
Jefferson County

Jefferson County Library Exemption Minimum

Prior year rate for Library Levy = (2023 equalized value, 2024 budget)	0.000219192		
	2024		(2025 Budget Year)
	EQUALIZED VALUE		MINIMUM TO
			EXEMPT 2025
Village of Cambridge**	10,065,200	\$	2,206
Village of Johnson Creek	574,841,700	\$	126,001
Village of Palmyra	182,272,700	\$	39,953
City of Fort Atkinson	1,335,444,400	\$	292,719
City of Jefferson	829,469,500	\$	181,813
City of Lake Mills	910,294,100	\$	199,529
City of Waterloo	354,539,900	\$	77,712
City of Watertown **	1,460,253,500	\$	320,076
City of Whitewater **	122,927,000	\$	26,945
	<u>5,780,108,000</u>		

** These municipalities have residents in multiple Counties, therefore there are additional aggregate full values that need to be added to their municipal values to determine their needed appropriations. Equalized values are TID out.

RESOLUTION NO. _____

**RESOLUTION REQUESTING EXEMPTION FROM THE COUNTY LIBRARY TAX
FOR THE CITY OF FORT ATKINSON**

WHEREAS, the Jefferson County Board has established a county library service and levies a county library tax as authorized under Section 43.57 (3) of the Wisconsin Statutes; and

WHEREAS, Section 43.64 (2) (b) of the Wisconsin Statutes provides that a village or city is exempt from the county library tax if it levies a tax for public library service and appropriates and expends for a library fund as defined by s.43.52 (1) during the year for which the county tax levy is made a sum at least equal to the county library tax rate in the prior year multiplied by the equalized valuation of the property in the city or village for the current year; and

WHEREAS, the City of Fort Atkinson will, in 2025, appropriate and expend an amount in excess of that calculated above; and

WHEREAS, the City of Fort Atkinson's draft 2025 Operating Budget appropriates \$624,000.00 to the Dwight Foster Public Library Fund (Fund 15), which exceeds the statutory calculation in 2025 of \$292,719.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Fort Atkinson hereby requests of the Jefferson County Board of Supervisors that the City of Fort Atkinson be exempted from the payment of any tax for the support of the County Library Service as provided in Wis. Stats. Section 43.64 (2).

BE IT FURTHER RESOLVED that the City Council direct the City Clerk to provide copies of this Resolution to the following parties:

ADMINISTRATOR

Jefferson County Library Council
Dwight Foster Public Library
209 Merchants Avenue
Fort Atkinson, WI 53538

COUNTY CLERK

320 S. Main Street, Room 109
Jefferson, WI 53549

Adopted by the City Council of the City of Fort Atkinson this 17th day of September, 2024.

ATTEST:

Davin Lescohier, Council President

Michelle Ebbert, City Clerk/Treasurer/Finance Director



MEMORANDUM

DATE: September 17, 2024

TO: Fort Atkinson City Council

FROM: Bruce Peterson, Fire Chief

RE: Review and possible action relating to the repair of Fort Atkinson Fire Department Tender 8192 at a cost between \$16,000 and \$18,000 (Peterson, Fire Chief)

BACKGROUND

Tender 8192 is a vital piece of equipment for the fire department, carrying 3,000 gallons of water. In 2018, to extend the life of the 1994 vehicle and repair the leaking stainless steel tank, the vehicle was outfitted with a plastic liner inside the steel tank. However, during a recent training session, a leak was discovered in the tank, and the dump chutes were found to be misaligned.

The vehicle was returned to the original repair vendor, Stainless & Repair Inc., in Marshfield, WI. Upon inspection, a more significant issue was identified with numerous broken welds in the interior tank baffles. To address this problem, the rear steel cover must be removed, and all interior welds must be re-welded. This issue is likely a result of poor workmanship by a subcontractor who is no longer in business. Additionally, the original vendor has changed ownership, and the 1-year warranty has expired.

If approved, the repair is anticipated to take approximately two weeks.

DISCUSSION

Staff has discussed all available options for the repair of Tender 8192. If the vehicle is not repaired, the department would be left with only one 3,000-gallon tender in operation. This is not aligned with the Department's response plan, which includes having two tenders available for all non-hydrated areas. A single tender would also eliminate availability of a backup tender for mutual aid or when the primary tender is out of service for repairs.

Staff consulted the City's Attorney to review options for legal recourse and determined that the tank is beyond the 1-year warranty provided by the vendor and the 30-year warranty from the

subcontractor is now null and void due to the subcontractor's dissolution.

FINANCIAL ANALYSIS

The estimated cost for the repair of Tender 8192 is between **\$16,000 and \$18,000**. Currently, the vehicle is located in Marshfield at S&R Repair, awaiting Council approval to proceed with the repairs. While there are other companies capable of performing the repairs, all would likely need to subcontract the plastic welding to a specialist.

Given that the rear steel cover has already been removed, and preliminary investigations have commenced, it is challenging to obtain additional cost estimates from other vendors. However, we did consult with Reliant Fire, a company that handles most of our fire service repairs. Their assessment was that the estimated cost of S&R Repair seems fair and aligns with their own pricing.

Staff proposes to pay for this out of the Truck Maintenance account within the Fire Department's budget (01-52-5231-1300). However, only \$60,000 was budgeted in this account in 2024, and as of July 31st, \$48,000 had been expended on other truck repairs and maintenance. As such, this account will be over budget at the end of the year. It is the goal of the Department to expend less than the budgeted amounts in other accounts to make up for this large and unforeseen expense.

RECOMMENDATION

Staff recommends the City Council approve the inner tank liner repair for the Fire Department Tender 8192 at a cost between \$16,000 and \$18,000 with S&R Truck, LLC in Marshfield.

ATTACHMENTS

1. Fort Atkinson tank leak estimate



Estimate

Brian Hafermann
8765 East 29th Street
715-591-2120
brianh@srfire.com

Luke Bravener
8765 East 29th Street
715-591-2120
lukeb@srfire.com

Fort Atkinson Fire Department

Fire Department

124 Milwaukee Avenue West

Address

Fort Atkinson, WI 53538

City, State, Zip

9-10-2024

Date

241009

Estimate Number

Department

Contact Bruce Peterson

Phone 920-398-9908

Email bpeterson@fortatkinsonwi.gov

Apparatus #/Designation Tender 8192

Year Mfg. 1993

Chassis Brand Ford L9000

VIN# 1FDZY90L3RVA16543

Manufacturer Stainless & Repair INC

Miles 21398

Serial Number (body) 180059

Apparatus Model Tender

Tank Capacity 3200 gallons

Description	Amount
Estimate to repair the tank leak and repair loose baffles inside the tank. To provide access to the poly tank for repair the rear dump valves must be removed and reinstalled. When reinstalled the valves will be installed with new gaskets and bolt kits as required.	\$16,000.00 - \$18,000.00
The rear back panel will be opened around the distribution box to allow access for welding on the poly tank to repair the leak. The opened space will be covered with a stainless steel clad and chevroned to blend the clad into the back panel.	
The sump portion of the cradle will be opened to allow access to the tank from the bottom for welding of the poly tank. The opened area of the sump will be welded back in place once the poly repair is completed and tested.	
Welds inside of the tank will be inspected, repaired, removed and rewelded as deemed necessary. Additional supports will be engineered, fabricated and installed where needed to assist with supporting of the repaired areas.	

Note: this is an estimate only actual work completed will be invoiced at time and material rates.



MEMORANDUM

DATE: September 17, 2024

TO: Fort Atkinson City Council

FROM: Bruce Peterson, Fire Chief

RE: Review and possible action relating to the purchase of a new Fire Department ambulance from Foster Coach Sales, Inc. at a cost not to exceed \$378,948 (Peterson, Fire Chief)

BACKGROUND

Ambulance 8157, a 2004 GMC Kodiak ambulance, was purchased in 2022 in anticipation of the department taking over full-time EMS coverage. This was purchased with the intent of being the "ready reserve" ambulance, meaning it would be the third ambulance in the fleet, used only as needed. According to NFPA guidelines, ambulances have an expected life span of 15 years, factoring in the high levels of use, extended idle time, and the resulting wear and tear. Ambulance 8157 has now been in service for over 20 years.

The Department's five-year Capital Improvement Plan (CIP) originally scheduled this ambulance for replacement in 2026. However, delivery times for emergency vehicles have drastically increased, and if a new ambulance is ordered in September 2024, the earliest estimated delivery date is January 2027. The purchase of this ambulance will maintain the department's fleet of three ambulances; two front line responses and one in ready reserve status.

If approved for purchase and upon receipt, the new ambulance will go into front line status and be the first vehicle out. This will be done for the first year to find any issues before any warranties expire. After that, the ambulances are rotated every few months to keep the mileage down on the newest vehicle and exercise all the ambulances.

When the new ambulance is received and put into service, staff will either recommend that the Council declare Ambulance 8157 surplus and attempt to sell it or consider converting the vehicle into a specialty rig such as a rehab unit, water rescue unit, or command van.

DISCUSSION

Staff conducted extensive research and vetting to ensure the selection of the most suitable and cost-effective ambulance. This process involved a thorough review of available models and specifications, as well as multiple presentations from vendors. After a comprehensive evaluation, staff issued a Request for Proposal (RFP) to all qualified vendors. Only one vendor,

Foster Coach Sales, Inc., provided a final proposal. The other two suitable vendors cited a lack of available sales personnel and the inability to meet our department's specific requirements as reasons for not submitting proposals.

One of the key factors in selecting the Foster Coach proposal is the innovative design of the ambulance, with a door forward design allowing more patient care work space. Also, the unit is specifically configured to allow the patient care box to be remounted onto a new chassis in 7–10 years. This feature not only extends the functional life of the ambulance but also defers the need to purchase an entirely new vehicle, leading to significant long-term cost savings for the department. The ability to remount provides financial flexibility and sustainability by enabling the department to make future replacements more affordable and efficient.

FINANCIAL ANALYSIS

The total cost for the new ambulance is \$378,948, which includes the remounting feature designed to extend the vehicle's service life and maximize its long-term value. It is important to note that this proposal does not cover additional capital equipment required for the ambulance. These items include a patient cot (\$42,994), CPR device (\$21,500), a patient stair chair (\$9,901), and an EKG machine (\$55,000), which have been included in the five-year CIP for purchase in 2026. This vehicle comes with a 3-year warranty on the body, a 7-year/100,000-mile warranty on the electrical system, and a 7-years/84,000 miles on the paint.

Foster Coach Sales is a well established and one of the oldest and highest volume dealers of emergency equipment in the Midwest and has been in business since 1957. Foster Coach Sales does not require any down payment for the vehicle. The full cost is due upon receipt of the vehicle in 2027. Staff proposes that the full cost of the ambulance and the equipment needed for its use be included in the 2026 borrowing that is currently being planned. A purchase agreement between the City and Foster Coach will solidify this arrangement. This document was not available for packet publication but will be made available to the Council and the public as soon as possible.

RECOMMENDATION

Staff recommends the purchase of the ambulance from Foster Coach Sales, Inc. at a cost not to exceed \$378,948, to be funded through the anticipated 2026 general obligation borrowing and paid for upon receipt in 2027.

ATTACHMENTS

1. Ambulance Quote
2. Ambulance Drawing - All
3. Ambulance Drawing - Front & Rear
4. FAFD RFP Letter
5. Foster Coach Information
6. Certificates
7. Jefferson Fire & Safety Refusal Letter
8. Reliant Fire Refusal Letter

FOSTER COACH SALES, INC.

903 Prosperity Drive Street P.O. Box 700
Sterling, Illinois 61081

Phone: (815) 625-3276
(800) 369-4215

Fax: (815) 625-7222

Web site: www.fostercoach.com

SF00855**QUOTATION**

TO: FORT ATKINSON FIRE DEPARTMENT
124 WEST MILWAUKEE AVE
FORT ATKINSON, WI 53538

DATE: 08/26/24

ATTN: DC ROBBIE ALLARD

REFERENCE: HORTON 623

We are pleased to submit the following quotation in accordance with your request and subject to the Terms and Conditions listed below and on the reverse side hereof.

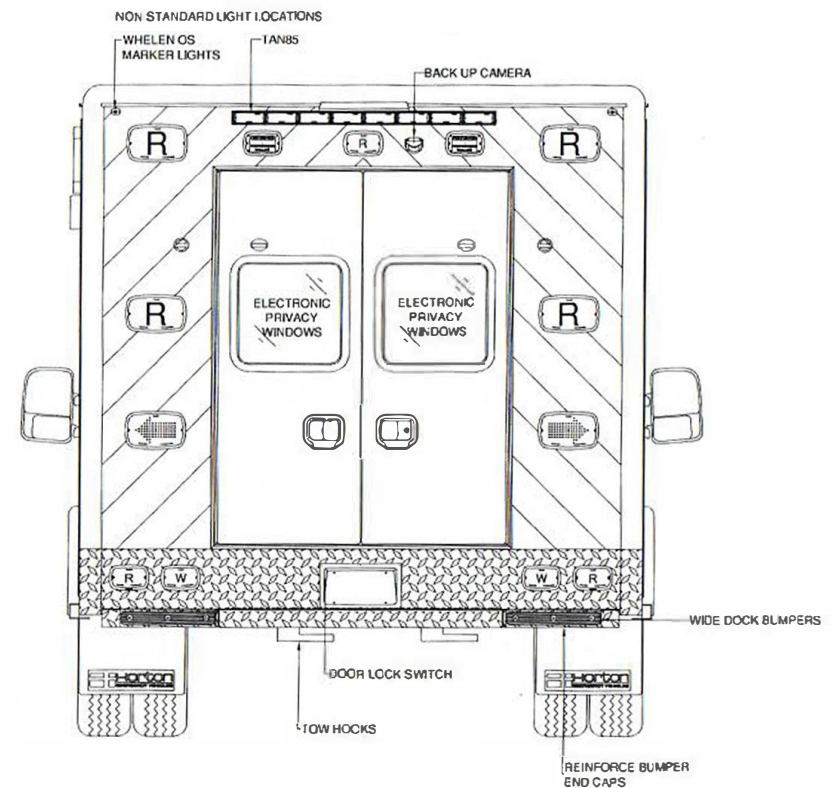
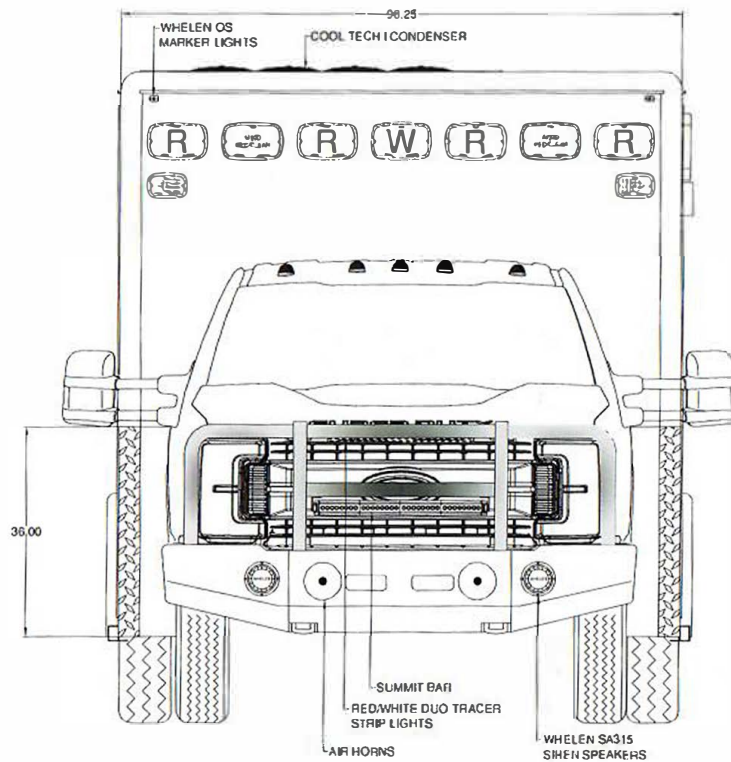
QTY.	DESCRIPTION	EACH	NET PRICE
1	Horton Model 623 (173") all-aluminum modular body with 74" headroom mounted on a 2025 (or current model year) Ford F-550 4x4 chassis w/ gasoline engine	\$ 368,658.00	\$ 368,658.00
1	(4) VEHICLE DROP-IN PLACARDS AND FRAMES	\$ 1,250.00	\$ 1,250.00
1	LETTERING/GRAPHICS ALLOWANCE	\$ 6,500.00	\$ 6,500.00
1	INSTALLATION OF CUSTOMER SUPPLIED LOOSE EQUIP.	\$ 720.00	\$ 720.00
1	(2) LARGE "J" HOOKS AND INSTALL	\$ 120.00	\$ 120.00
1	INSTALL FLOOR TRACK FOR COT AND LOAD	\$ 1,700.00	\$ 1,700.00
		\$ Total	\$ 378,948.00
ACCEPTED BY: _____			
TITLE: _____ Date: _____			

ESTIMATED DELIVERY:
875-900 DAYS PENDING CHASSIS

PROPOSED BY: 

SHAWN FOSTER, REGIONAL SALES MANAGER

603 PASS THROUGH FORD CHASSIS



NOTE: DRAWINGS ARE FOR GRAPHICAL
REPRESENTATION ONLY
DIMENSIONS ARE APPROXIMATE & MAY VARY
DURING CONSTRUCTION

PROPOSAL DRAWING



City of Fort Atkinson
Fire Department

Chief, Bruce Peterson

Dedicated to the Protection of Life and Property

July 30th, 2024

Attn: Ambulance Supplier

The Fort Atkinson Fire Dept is accepting quotes for a new F-550 4x4 Type I Ambulance. Attached is a Fire Dept. Specification describing the minimum requirements for this vehicle and the required format in which all bids must be received. All quotes must be submitted in accordance with the specification with regards to order, exceptions, etc. in order to be considered.

Interested Bidders shall submit a formal price quote and detailed technical proposal as described in the specifications by August 30th, 2024 at 3 P.M. to the following:

Fort Atkinson Fire Department
Attn: Division Chief Robbie Allard
124 W. Milwaukee Ave.
Fort Atkinson, WI 53538

SPECIFICATION BID REQUIREMENTS

To assure that all bidders are submitting bids for a comparably equipped Ambulance all bids will be submitted utilizing the following process. Failure to follow will lead to immediate rejection.

Bids Shall be submitted in two separate sealed packages.

The First Bid Package shall be labeled "TECHNICAL BID" and shall include:

- Copy of the Fire Department specifications with all the exceptions noted as complying or not complying as described in the EXCEPTION PORTION of this specification.
- A complete list of all the exceptions as detailed in the EXCEPTION PORTION of this specification.
- A completed and detailed Proposal of the vehicle as being bid by the Manufacturer. This shall include all technical documentation regarding construction of the Ambulance.



City of Fort Atkinson Fire Department

Chief, Bruce Peterson

Dedicated to the Protection of Life and Property

The Second Bid Package shall be labeled "BID BOND, INSURANCE AND PRICE" and shall include:

- Bid bond
- All Required insurance documents
- Formal Price Proposal

These two individually sealed packages must be submitted by the bid date. At the time of the bid opening the Fire Department Ambulance Committee will open the first bid packaged labeled "TECHNICAL BID". The second package labeled "BID BOND, INSURANCE AND PRICE" will remain unopened.

The Fire Department Ambulance Committee will then take all Technical bids and review them to determine which ones, in their opinion, meet or exceed the specifications as published to the satisfaction of the Fire Department. After review, which could take up to 4 weeks, those bidders whose Technical bids meet or exceed the Fire Departments Specifications "BID BOND, INSURANCE AND PRICE" package will be opened and analyzed. The Fire Department Ambulance Committee will then Determine which bid, in their opinion, is in the best interest and the best value to the Fire Department.

Manufacture's Technical bids which do not meet or exceed the Fire Departments Specifications will be rejected and returned to the bidder along with the "BID BOND, INSURANCE AND PRICE" package unopened.

This procedure will be strictly adhered to and deviation from it will lead to immediate rejection of both bid packages.

The City of Fort Atkinson reserves the right to except or reject any or all bids. The City of Fort Atkinson also has the right to negotiate with single or multiple vendors after the bid opening.

EXCEPTIONS

Bidders must indicate in the "YES/NO" column of the specification if their bid complies on each item (PARAGRAPH) specified. Exceptions shall be allowed if they are equal to or superior to that specified and provided, they are listed and fully explained on a SEPARATE PAGE.



City of Fort Atkinson Fire Department

Chief, Bruce Peterson

Dedicated to the Protection of Life and Property

Proposals taking a total exception to specifications shall not be acceptable.

Also, bidders shall submit a detailed proposal. A Letter only, even though written on a company letterhead, shall not be sufficient. Bid Proposals shall be submitted in the same sequence as specifications for ease of evaluation, comparison and checking for compliance. An exception to these requirements shall not be tolerated.

All exceptions shall be stated no matter how seemingly minor. All exceptions shall be individually explained on a separate portion of the bid package. Any items or components to be considered as equal must have supporting engineering and technical data substantiating the reason for the exception. Brand name components in the specification which are available to all manufactures shall be used, no exception. Any Exceptions not taken in the specification and listed separately which do not appear in the technical bid document will lead to rejection for non-compliance.

SINGLE SOURCE MANUFACTURER

Bids shall only be accepted from a single source Ambulance Manufacturer. The definition of a single source manufacturer that designs and manufactures their products using an integrated approach, including the chassis, and body being fabricated and assembled on the bidder's premises all in the same geographical area. Bids from manufacture's who build chassis in one area of the country and bodies in another area of the country are not considered integrated in and therefore are not considered a single source, regardless of company name. The warranties relative to the chassis and body design (excluding component warranties such as engine, transmission, axles, etc.) must be from a single source manufacturer and not split between manufacturers (i.e. Body and Chassis). The bidder shall provide evidence that they comply with this requirement.



August 26th, 2024

Fort Atkinson Fire Department
124 West Milwaukee Ave
Fort Atkinson, WI 53538

Dear Friends;

Thank you for the opportunity to provide a new ambulance for your community. I am enclosing a quote for (1) Horton Model 623 (173") all-aluminum modular body with 74" headroom mounted on a 2025 (or current model year) Ford F-550 4x4 chassis with gasoline engine.

Any pre-payment option will be credited to the final invoice or a check written back to the city if paid in full. Delivery would be approximately 875-900 Days pending receipt of chassis.

Horton Emergency Vehicles have a 30-year warranty on the body, a 7-year/100,000 mile warranty on the electrical system, the paint is warranted for 7-years/84,000 miles and prorated after four years. The conversion/non-structural warranty is 2-years/24,000 miles. Horton has a reputation as a pioneer in occupant safety and technology, with crash testing dating back to 1975. Horton units are recognized industry wide as one of the finest ambulances built today.

Foster Coach Sales, Inc. has been in business since 1957 and offers a complete service and body shop facility with certified Horton trained technicians, loaner vehicles, a remount facility, a state-of-the-art body shop, and an extensive parts inventory. We pride ourselves in selling quality products at a reasonable price, backed by the best service in the industry. Our continuous growth is evidence of our success at doing just that, thus making us the oldest and largest volume dealer in the Midwest, serving rescue squads, fire departments, hospitals, private services, city and county governments, and volunteer groups in Illinois, Iowa, Missouri, and Wisconsin.

Thank you for your consideration and patience in this process. Please feel free to call me anytime if you have any questions or concerns. Our toll-free number is 1-800-369-4215. I am sure you will find our product and our service worthy of your business again.

Sincerely,
Shawn Foster
Regional Sales Manager

A handwritten signature in black ink, appearing to read 'S Foster', is written over the typed name 'Shawn Foster'.

TEL 800|369|4215 FAX 815|625|7222 WEB FOSTERCOACH.COM
903 PROSPERITY DR • PO BOX 700 • STERLING IL 61081

HORTON EMERGENCY VEHICLES BACKGROUND INFORMATION

First built in 1968, Horton Emergency Vehicles is among the oldest and most respected emergency medical vehicle manufacturers in the world. Many of the innovations that have become standards of the ambulance industry were pioneered by Horton including the first van style ambulance, the first all-aluminum modular body vehicle, built-in hospital style electrically controlled oxygen systems, easy load lift up rear steps, solid state digital electrical systems, all aluminum modular cabinetry, power door locking system for patient area doors, automatic electrical load management systems, and countless others.

Horton is the only manufacturer to offer a rear occupant protection system utilizing airbags, harnesses and progressive resistance foam as standard equipment. Developed through years of testing, including crash testing dating back to the early 1970s, Horton's overall design, material selections, and our integrated occupant safety systems have allowed Horton to become the undisputed industry leader in emergency medical vehicle design and safety.

Located in Grove City, Ohio, Horton engineers every vehicle around our customers' specific needs and builds every vehicle from the ground up. Customization has been a point of pride throughout the years and continues to this day. To date, Horton has delivered over 20,000 vehicles since its inception. Our customers range from large municipalities such as FDNY, the City of Philadelphia, and the City of Columbus, to smaller municipalities running only a handful of calls per year. Horton has also exported units around the world and is a GSA approved vendor for the U.S. Government.

Horton personnel are active in the Ambulance Manufacturers Division of the Truck and Body Equipment Association, the International Fire Chiefs Association, the American Ambulance Association, and the International First Aid and Rescue Association. Horton builds Types I & III vehicles to meet the federal K standard, NFPA standard and the CAAS standard.

Sophisticated medical response programs have long used the Horton vehicle as the quality standard for the entire industry. This recognition, plus continued innovation and service, have placed Horton Emergency Vehicles among the largest manufacturers of custom ambulances in the world.



NON-COLLUSION BIDDING CERTIFICATE

The following statement is hereby made by the undersigned to accompany the sealed bid by the undersigned;

The undersigned hereby certifies:

1. That the bid which is accompanied by this statement has been arrived at without collusion with any seller of the same materials, and
2. That the contents of the bid have not been communicated by the bidder or one of its agents to any persons outside of the company.

Foster Coach Sales, Inc.

Name of Company

903 Prosperity Drive Sterling, IL 61081

Address

Gary T. Picha *Gary T. Picha*

By:

Sales Support

Title:

August 12, 2024

Date

TEL 800|369|4215 FAX 815|625|7222 WEB FOSTERCOACH.COM
903 PROSPERITY DR • PO BOX 700 • STERLING IL 61081

**AIA®****Document A310™ – 2010****Bid Bond****CONTRACTOR:***(Name, legal status and address)*

Foster Coach Sales, Inc.
P.O. Box 700
Sterling, IL 61081

OWNER:*(Name, legal status and address)*

City of Fort Atkinson Fire Department
124 W. Milwaukee Avenue
Fort Atkinson, WI 53538

BOND AMOUNT: ten percent (10%) of attached bid**PROJECT:***(Name, location or address, and Project number, if any)*

Horton Model 623 (173") Modular Ambulance Body on 2025 or
Current Model Year Ford F-550 4x4 Gas Chassis

Project Number, if any:

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 16th day of August, 2024.

Cynthia P. Richa
(Witness)

Foster Coach Sales, Inc.

(Principal)

By:

(Title)

The Ohio Casualty Insurance Company

(Surety)

By:

(Title)

Daniel P. Curran, Attorney-In-Fact

Deborah Christine Korthaus
(Witness)

Deborah Christine Korthaus, Client Service Associate

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This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

Certificate No: **8205685-969845**

POWER OF ATTORNEY

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, Carol VanHoorebeck; Daniel P. Curran; Deborah M. Taylor; Glen Hummel; Kevin P. O'hara; Norma Cook; Phyllis Schwindt

all of the city of Davenport state of IA each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 2nd day of June, 2021.



Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

By: David M. Carey
David M. Carey, Assistant Secretary

State of PENNSYLVANIA ss
County of MONTGOMERY

On this 2nd day of June, 2021 before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at King of Prussia, Pennsylvania, on the day and year first above written.



Commonwealth of Pennsylvania - Notary Seal
Teresa Pastella, Notary Public
Montgomery County
My commission expires March 28, 2025
Commission number 1126044
Member, Pennsylvania Association of Notaries

By: Teresa Pastella
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV - OFFICERS: Section 12. Power of Attorney.

Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

ARTICLE XIII - Execution of Contracts: Section 5. Surety Bonds and Undertakings.

Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

Certificate of Designation - The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Carey, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization - By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 16th day of August, 2024.



By: Renee C. Llewellyn
Renee C. Llewellyn, Assistant Secretary

Not valid for mortgage, note, loan, letter of credit, currency rate, interest rate or residual value guarantees.

For bond and/or Power of Attorney (POA) verification inquiries, please call 610-832-8240 or email HOSUR@libertymutual.com.



CERTIFICATE OF LIABILITY INSURANCE

7/1/2025

DATE (MM/DD/YYYY)

6/24/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Lockton Companies
Three City Place Drive, Suite 900
St. Louis MO 63141-7081
(314) 432-0500
midwestcertificates@lockton.com

CONTACT
NAME:
PHONE
(A/C, No, Ext):
E-MAIL
ADDRESS:

FAX
(A/C, No):

INSURER(S) AFFORDING COVERAGE**NAIC #****INSURER A:** Great American Risk Solutions Surplus Lines Ins Co

35351

INSURER B: The Travelers Indemnity Company of Connecticut

25682

INSURER C: The Charter Oak Fire Insurance Company

25615

INSURER D: Mercer Insurance Company

14478

INSURER E: --- SEE ATTACHMENT ---**INSURER F:** Travelers Property Casualty Company of America

25674

INSURED
1378415 Halcore Group, Inc
dba Horton Emergency Vehicles
3800 McDowell Road
Grove City OH 43123

COVERAGES**CERTIFICATE NUMBER:** 19707089**REVISION NUMBER:** XXXXXXXX

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADD'L INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ SIR: \$3,000,000 GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:	N	N	PL3403401-04	7/1/2024	7/1/2025	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ XXXXXXXX PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 \$
B	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY	N	N	HC2ECAP-4296L08A-TCT-24	7/1/2024	7/1/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX \$ XXXXXXXX
A D E	☐ UMBRELLA LIAB ☒ OCCUR ☒ EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION \$	N	N	XS210318 20000000174 ***See Attached***	7/1/2024 7/1/2024 7/1/2024	7/1/2025 7/1/2025 7/1/2025	EACH OCCURRENCE \$ 25,000,000 AGGREGATE \$ 25,000,000 \$ XXXXXXXX
C F F	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☒ N	N/A	UB-8W34286A-24-NC-T (AOS) UB-8W342730-24-NC-R (AZ, WI) HWXJUB-4296L109-TIL-24 (OH)	7/1/2024 7/1/2024 7/1/2024	7/1/2025 7/1/2025 7/1/2025	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Garage Keepers Liability	N	N	HC2EBAP-4296L091-TCT-24	7/1/2024	7/1/2025	Blanket \$5,000,000 by location

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION** See Attachment

19707089
Horton Emergency Vehicles
3800 McDowell Road
Grove City OH 43123

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/29/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
Arthur J. Gallagher Risk Management Services, LLC
220 Emerson Place
Suite 200
Davenport IA 52801

CONTACT
NAME: Norma Cook
PHONE (A/C, No, Ext): 563-424-3162 FAX (A/C, No): 563-322-1046
E-MAIL ADDRESS: norma_cook@ajg.com

INSURED
Foster Coach Sales, Inc.
P. O. Box 700
Sterling, IL 61081

FOSTCOA-01

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: Employers Mutual Casualty Company	21415
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 982812265

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:		1D3826324	1/1/2024	1/1/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	☐ AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☒ Garage Liab ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS ONLY		1E3826324	1/1/2024	1/1/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Garage Aggregate \$ 1,000,000
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 10,000		1J3826324	1/1/2024	1/1/2025	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000 \$
A	☐ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y / N ☐ N / A		1H3826324	1/1/2024	1/1/2025	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
A	☐ Garage/Garagekeeper Liab-Direct Primary		1E3826324	1/1/2024	1/1/2025	Scheduled Location Comprehensive Ded Collision Deductible \$500,000 \$100/\$500 \$500

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
General Liability and Automobile Liability are included in Garage Liability
Master copy of insurance

CERTIFICATE HOLDER

Foster Coach Sales, Inc.
903 Prosperity Drive
P. O. Box 700
Sterling IL 61081
USA

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

W. Christopher Salda



CERTIFICATE OF REGISTRATION

This is to certify that

Horton Emergency Vehicles

REV Group

3800 McDowell Road, Grove City, Ohio 43123-4022 USA

Refer to Attachment to Certificate of Registration dated November 5, 2021 for additional certified sites
operates a

Quality Management System

which complies with the requirements of

ISO 9001:2015

for the following scope of certification

Design and Manufacturing of Emergency Vehicles.

Certificate No.: CERT-0144977
File No.: 1693841
Issue Date: November 5, 2021

Original Certification Date: November 29, 2018
Certification Effective Date: November 28, 2021
Certification Expiry Date: November 27, 2024

Frank Camasta
Global Head of Technical Services
SAI Global Assurance



Registered by:
QMI-SAI Canada Limited (SAI Global), 20 Carlson Court, Suite 200, Toronto, Ontario M9W 7K6 Canada. This registration is subject to the SAI Global Terms and Conditions for Certification. While all due care and skill was exercised in carrying out this assessment, SAI Global accepts responsibility only for proven negligence. This certificate remains the property of SAI Global and must be returned to them upon request. To verify that this certificate is current, please refer to the SAI Global On-Line Certification Register:
https://www.saiglobal.com/en-us/assurance/auditing_and_certification/certification_registry/



ATTACHMENT TO CERTIFICATE OF REGISTRATION

These sites are registered under Certificate No: CERT-0144977 issued on November 5, 2021

File No.

Effective Date

1693841

**Horton Emergency Vehicles
REV Group**

3800 McDowell Road, Grove City, Ohio 43123-4022 USA

Design and Manufacturing of Emergency Vehicles.

November 28, 2021

1693842

**Horton Emergency Vehicles
REV Group**

2200 Southwest Blvd., Grove City, Ohio 43123-2854 USA

Design and Manufacturing of Emergency Vehicles.

November 28, 2021

These registrations are dependent on Horton Emergency Vehicles REV Group (File No. 1693841) maintaining their scope of registration to ISO 9001:2015





American Welding Society®

Certifies that Welding Inspector

Tyler A Lykins

*has complied with the requirements of AWS QC1,
Standard for AWS Certification of Welding Inspectors*

16081011

CERTIFICATE NUMBER

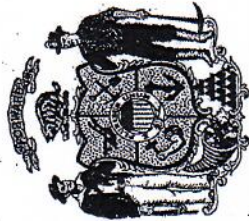
Aug/01/2025

EXPIRATION DATE



W. Richard Poloni
AWS PRESIDENT

Richard L. ...
AWS QUALIFICATION & CERTIFICATION
COMMITTEE CHAIR



STATE OF WISCONSIN
DEPARTMENT OF TRANSPORTATION
DIVISION OF MOTOR VEHICLES



DEPARTMENT OF
FINANCIAL INSTITUTIONS

DIVISION OF
MOTOR VEHICLES

MOTOR VEHICLE DEALER - RECREATIONAL VEHICLE DEALER
SALES FINANCE - MANUFACTURER - DISTRIBUTOR

LICENSE CERTIFICATE

The person, firm or corporation whose name appears on this license has complied with the requirements of Wisconsin statutes and is hereby licensed to engage in business as a motor vehicle dealer sales finance company and / or as a motor vehicle dealer, recreational vehicle dealer, manufacturer or distributor to sell, manufacture or distribute the makes of vehicles printed below.

This license and your license plates cannot be assigned or transferred

If there is a change of ownership or if licensee discontinues business at this location this certificate and all dealer's license plates of the number shown herein must be returned immediately for cancellation.

LICENSE NUMBER
MV-2793

ISSUED
02/01/2024

EXPIRES
01/31/2026

BRANCH / SUBLOT

MAKES
USED

FOSTER COACH SALES INC
14000 LEETSBIER RD.
STURTEVANT WI 53177-2154

Mailing addr exists 61081

MV1045 10/2008

POST IN A CONSPICUOUS PLACE



**Fort Atkinson Fire Department – Customer References
August 2024**

Aspirus MedEvac
Attn: Robert Kirkley
333 Pine Ridge Ave
Wausau, WI 54401
Phone: 715-843-1197

Janesville Fire Department
Attn: Jamie Kessenich
303 Milton Ave
Janesville, WI 53545
Phone: 608-373-3433

Kenosha Fire Department
Attn: Chris Bigley
2121 Roosevelt RD
Kenosha, WI 53140
Phone: 262-620-2697

Lee's Summit Fire Department
Attn: Brian Austerman
207 SE Douglas Street
Lee's Summit, MO 64053
Phone: 816-969-1302

Mauston Area Ambulance
Attn: Christopher Leopold
302 S. Union St (PO Box 52)
Mauston, WI
Phone: 608-853-0988

Mercy EMS
Attn: Bob Patterson
1235 East Cherokee
Springfield, MO 65804
Phone: 417-820-5450

Metro West Fire Protection District
Attn: Tom Bauer
17065 Manchester Road (P.O. Box 63040)
Wildwood, MO 63040
Phone: 636-458-2100

Naperville Fire Department
Attn: Doug Erwin
180 Fort Hill Drive
Naperville, IL 60540
Phone: 630-305-5900

Northbrook Fire Department
Attn: Tim Smeltzer
740 Dundee Road
Northbrook, IL 60062
Phone: 847-272-2141

North Shore Fire Department
Attn: Toby Carlson
4401 W River LN
Brown Deer WI 53223
Phone: 414-357-0113

North Jefferson County Ambulance District
Attn: Jamie Guinn
3131 Rock Creek Rd.
High Ridge, MO 63049
Phone: 314-574-5822

Plainfield Fire Protection District
Attn: Rick Kruger
23748 W. 135th Street
Plainfield, IL 60544
Phone 815-436-5335

FOSTER COACH SALES, INC.
AVAILABLE SERVICE CENTERS

2024

MAIN SERVICE CENTER

FOSTER COACH SALES, INC.
903 PROSPERITY DRIVE
STERLING, IL 61081
800-369-4215
DELON BLAND

AUTHORIZED SERVICE CENTERS

RENNERT'S REPAIR – ON SITE SERVICE AVAILABLE

615 E. JOHN STREET
MARKESAN, WI 53946
920-398-1033
MANUAL ORTIZ

MAYER REPAIR – ON SITE SERVICE AVAILABLE

14000 LEETSBIR ROAD
STURTEVANT, WI 53177
262-884-6450
SHAWN MAYER

ROBERTS REPAIR – ON SITE SERVICE AVAILABLE

6663 HWY 8
RHINELANDER, WI 54501
715-282-6663
KEVIN ROBERTS

FRED MUELLER AUTOMOTIVE

448 GRAND AVE
SCHOFIELD, WI 54476
715-298-5576
BRIAN ROSEWICZ

EMERGENCY APPARATUS MAINTENANCE - ON SITE SERVICE AVAILABLE

7512 4th AVENUE
LINO LAKES, MN 55014
800-326-3911
RUSTY SVENDEN

WIRFS INC.
4021 WEST MAIN
MCHENRY, IL 60050
815-344-0464
TIM WIRF

CERTIFIED FLEET SERVICES
560 N. MICHIGAN STREET
ELMHURST, IL 60126
630-279-8083
STEVE WILDE

JEAN ROSS COMPANY
4898 MCCAULEY RD
WOODSTOCK, IL 60098
815-206-2881
MIKE PICCOLO, MASTER EVT

EMERGENCY VEHICLE SERVICE, INC.
602 SIDWELL CT - SUITE M
ST. CHARLES, IL 60174
630-539-2835
STEVE GARITE



Serving First Responders and their Communities Since 1948

Dear Valued Customers,

I am writing to let you know how much I have appreciated working with you throughout the last 16 years that I have been working for Jefferson Fire & Safety representing Life Line Emergency Vehicles as their ambulance sales specialist. Your loyalty and commitment to this product as well as Jefferson Fire & Safety has been and still is very much appreciated. August 8th is my last day at Jefferson; however, I am committed to getting my successor up to speed to be able to continue with your current orders effectively. I will be working with this person on a behind the scenes and limited basis when available. As soon as we have my replacement, we will be sure to get him/her in contact with you asap. In the meantime, should you have any questions or issues you can contact the below personnel for assistance until we establish my successor.

Leaving this industry and all my longtime relationships with everyone was a very difficult decision for me. But I had an opportunity to advance my career with the intention of retiring in the next 10-12 years. Thank you ALL for your business and friendships along the way. I look forward to seeing you in passing or perhaps at another conference if the stars align. I will be on vacation next week, and back in the office from the 5th till the 8th. As you know lead times are long, but once we have any updates on your orders, you will be the first to know. Thank you for your patience.

Sincerely
Rob Little

Tyler Jefferson, President – Jefferson Fire & Safety.
tyler@jeffersonfire.com – 608-836-0068

Scott Buttchen, Apparatus Technician – Jefferson Fire & Safety.
scott@jeffersonfire.com – cell #608-575-4380

Derek Nelson – Director of National Accounts – Life Line Emergency Vehicles
dnelson@lifelineambulance.com - (563) 578-2213

Life Line Parts – Life Line Emergency Vehicles
parts@lifelineambulance.com - #563-578-2020

Life Line Customer Service and Warranty/Electrical/HVAC support
Brian Waggoner
bwaggoner@lifelineambulance.com - #563-578-2028

7620 Donna Drive, Middleton, WI 53562 • Ph: 608-836-0068 • Fax: 608-836-4927 • www.jeffersonfire.com

FIRE • EMS • MUNICIPAL • INDUSTRIAL • POLICE

Certified Technicians For: Bauer Compressors • Holmatro Rescue Tools • Rosenbauer Apparatus • Badger Extinguishers • Scott Air Packs • Federal Lighting

RELIANT FIRE APPARATUS, INC.

880 Enterprise Drive • Slinger, Wisconsin 53086 • Phone (262) 297-5020



August 9, 2024

Fort Atkinson Fire Department
Attn: Division Chief Robbie Allard
124 W. Milwaukee Ave.
Fort Atkinson, WI 53538

Dear Division Chief Robbie Allard,

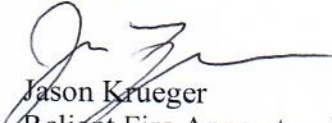
Thank you for your consideration of Reliant Fire Apparatus and Frazer Ltd. in response to the current bid opportunity for an ambulance for the City of Fort Atkinson Fire Department.

After reviewing the specifications, it has been determined that Frazer Ltd. cannot supply an apparatus in response to this specification that will meet the requirements of the specification.

Specific compartment layouts desired as well as multiplexing are the key items of constraint in offering a configuration from Frazer Ltd. To meet your requests.

Thank you again for your consideration of Reliant Fire Apparatus and Frazer Ltd. in response to this bid opportunity for the City of Fort Atkinson Fire Department. If there are future ambulance opportunities which allow a more flexible consideration to build standards to meet the specifications, we would appreciate the opportunity to be considered and to review the specifications as done with this apparatus.

Sincerely,


Jason Krueger
Reliant Fire Apparatus, Inc.