



Take notice that the City of Ashland Common Council will meet at 6:00 PM in the City Hall Council Chambers, 601 Main Street W. Ashland, WI to consider and act upon the following agenda.

To attend the meeting from your computer, tablet or smartphone:
<https://global.gotomeeting.com/join/500263957> Access Code: 500-263-957
Or dial in using your phone. United States (Toll Free): 1-877-309-2073
Please contact the Clerk's office if you require accommodations to attend the meeting.

Tuesday, May 12, 2026 Ashland City Council Meeting Agenda

1. CALL TO ORDER

- A. **Roll Call, Moment of Silence and Pledge of Allegiance**

2. APPROVAL OF AGENDA

3. APPROVAL OF MINUTES

- A. **April 21, 2026 City Council and Committee of the Whole Meeting Minutes**

4. CITIZEN PARTICIPATION PERIOD

5. MAYOR'S REPORT

- A. **Presentation by Millie Rounsville, Executive Director of Northwest Wisconsin Community Services Agency**
- B. **Announcements**

6. ADMINISTRATOR'S REPORT

7. CONSENT AGENDA

- A. **Miscellaneous Minutes**
- B. **April 2026 Permitting and Property Maintenance Reports**

8. OLD BUSINESS

- A. **Ordinance to Amend Chapter 888 (2022-1962) Transient Vendors, Transient and Permanent Merchants, and Door to Door Solicitors, Ashland City Ordinances (Clerk) Roll**

- B. **Ordinance to Amend Chapter 889 (2022-1963) Mobile Food Establishments, Concessions and Food Vendors, Ashland City Ordinances** *(Clerk)* Roll
- C. **Ordinance to Repeal and Recreate Chapter 601 (1017) Municipal Parking Lots, Ashland City Ordinances** *(Clerk)* Roll
- D. **Accept Quote from EcoNorth and Award a Contract for Invasive Species Removal in the Bay City Creek Area** *(Public Works)* Roll
- E. **Agreement for Professional Services between the City of Ashland and MSA Professional Services for an Invasive Species Management Plant and Additional Environmental Services** *(Public Works)* Roll

9. NEW BUSINESS

- A. **Contract Agreement between the City of Ashland and Hydro Klean, LLC for the 2026 Sanitary Sewer Cleaning & Televising Project** *(Public Works)* Roll
- B. **Introduction of Resolution to Discontinue Undeveloped Right-of-Way Located at that Portion of 21st Avenue East Adjacent to Parcel Nos. 201-03768-0000 and 201-03717-0000, and Undeveloped Right-of-Way Adjacent to Parcel Nos. 201-03717-0000 and 201-05077-0200.** *(Planning and Development)* Roll.
- C. **Alcohol Beverage License Application from Rhinelander Café and Pub Inc. dba Breakwater Restaurant at 1808 Lake Shore Drive East, and Agent Rebecca Day, for the Sale of Class B Fermented Malt Beverage and Class B Intoxicating Liquor** *(Clerk)* Voice
- D. **Alcohol Beverage License Application from Rhythm and Rye LLC dba Rhythm + Rye and Agent Nicole Larson, for the Sale of Class B Fermented Malt Beverages and Class B Intoxicating Liquor at 705 Main Street West, Ashland** *(Clerk)* Voice

10. ADJOURNMENT

The City of Ashland does not discriminate on the basis of sex, race, creed, color, national origin, sexual orientation, age or disability in employment or provision of services, programs or activities.

Upon reasonable notice, the City of Ashland will accommodate the needs of disabled individuals or individuals with limited English proficiency. For additional information or to request this service, contact the City Clerk's Office at 715-682-7071 (not a TDD telephone number).

ASHLAND CITY COUNCIL MEETING MINUTES

1. CALL TO ORDER

The Tuesday, April 21, 2026 Ashland City Council meeting was called to order by Mayor Matt Mac Kenzie at 6:00 p.m.

2. OATH OF OFFICE FOR ELECTED OFFICIALS

The Clerk gave the oath of office to newly elected and re-elected officers.

3. ROLL CALL

PRESENT: Kevin Seefeldt, Shawn Brede, Andrew Goyke, Paul Vig, Charlie Ortman, Nancy Szyndor

ABSENT: Peter Levi (Excused)

ALSO PRESENT: Mayor Matthew MacKenzie, City Administrator Brant Kucera, City Clerk Denise Oliphant, City Attorney Tyler Wickman, Public Works Director John Butler, Police Chief Willis Hagstrom, Finance Director Julie Vaillancourt, Parks Director Catlyn Cornelius, and other interested citizens.

4. APPROVAL OF AGENDA

Mac Kenzie requested to amend the agenda by moving Item 12H to New Business. A motion by Szyndor, seconded by Seefeldt to approve the amended agenda, passed unanimously by voice vote.

5. APPROVE MOMENT OF SILENCE OR INVOCATION AS REQUIRED BY CHAPTER 51.06 CITY COUNCIL PROCEDURE, ASHLAND CITY ORDINANCES (voice vote)

A motion by Seefeldt, seconded by Goyke to approve the moment of silence, passed unanimously by voice vote.

- A. **If Approved, Moment of Silence and Pledge of Allegiance**

6. ELECTION OF COUNCIL PRESIDENT

- A. **Accept Nominations from the Floor**
Sztynдор nominated Ortman as Council President; he accepted the nomination.
- B. **Close Nominations**
With no further nominations, Mac Kenzie closed nominations.
- C. **Vote by Secret Ballot**
Council determined a secret ballot was unnecessary as only one nomination was made. Goyke moved, seconded by Sztynдор to appoint Ortman as Council President. The motion was approved unanimously by voice vote.

7. APPROVAL OF MINUTES

- A. **March 31, 2026 City Council and Committee of the Whole Meeting Minutes**
A motion by Seefeldt, seconded by Sztynдор to approve, passed unanimously by voice vote.

8. CITIZEN PARTICIPATION PERIOD

There were no Citizens who requested to address the Council.

9. MAYOR'S REPORT

- A. **Announcements**
The Spring Election went well on April 7 2026. Thank you to those who worked to make this run smoothly. The Vaughn Public Library held their Grand Opening at their Main Street location recently and was well attended. A handout was given to Councilors regarding allowing emotional support animals to accompany those who need them during meetings.
- B. **Appointments**
A motion by Goyke, seconded by Ortman to approve the Mayor's appointments, passed unanimously by voice vote. These appointments include each Councilor to the various committees, and the below:
Plan Commission: David Eades: Jeff Beirl, and Erin Cutler.
Parks & Recreation Committee: David Ullman, Ana Tapsieva, and Nancy Forester
Police & Fire Commission: Melissa O'Connor

10. ADMINISTRATOR'S REPORT

Kucera congratulated those who were elected or re-elected to Council. The City is currently down twelve personnel due to retirements, relocating, or other job opportunities, including Public Works Director John Butler. Butler will be moving to Michigan to work at the Technical University at the end of June 2026. The City has been diligent already this spring with the removal of homeless encampments. As a reminder, the City does not destroy belongings removed, and allows the opportunity to collect the belongings once the encampment is cleaned up. The automated

restroom for Miskwaa Park (formerly Baron Radiator) has been ordered and is expected to be installed in late summer or early fall of this year.

11. CONSENT AGENDA

- A. **Miscellaneous Minutes**
- B. **Reaffirm the Tools and Accept the Nine Tools of Civility**
- C. **Property Maintenance and Permitting Reports** *(Planning)*
A motion by Goyke, seconded by Vig to approve the Consent Agenda, passed unanimously by voice vote.

12. OLD BUSINESS

- A. **Resolution Authorizing the Issuance and Sale of \$3,040,000 General Obligation Promissory Notes, Series 2026B** *(Finance)* Roll
Sean Lentz of Ehlers offered a short presentation regarding the item. A motion by Ortman, seconded by Seefeldt to approve the resolution, passed unanimously by roll call vote.
File #17873
- B. **Resolution to Designate Public Depositories** *(Clerk)* Roll
A motion by Ortman, seconded by Szyndor to approve the resolution, passed unanimously by roll call vote.
File #17874
- C. **Resolution to Designate the Official City Newspaper** *(Clerk)* Roll
A motion by Seefeldt, seconded by Goyke to approve the resolution, passed unanimously by roll call vote.
File #17875
- D. **Ordinance to Amend Chapter 888 (2022-1962) Transient Vendors, Transient And Permanent Merchants And Door To Door Solicitors, Ashland City Ordinances** *(Clerk)* Roll
A motion by Seefeldt, seconded by Brede to approve the ordinance, passed unanimously by roll call vote.
File #2026-2033
- E. **Ordinance to Amend Chapter 889 (2022-1963) Mobile Food Establishments, Concessions and Food Vendors, Ashland City Ordinances** *(Clerk)* Roll
A motion by Szyndor, seconded by Seefeldt to approve the ordinance, passed unanimously by roll call vote.
File #2026-2034
- F. **Accept a Community Development Investment Vibrant Spaces Grant Agreement between the Wisconsin Economic Development Corporation (WEDC) and the City of Ashland for up to \$50,000 for a Downtown Alley Beautification Project at 112 Main Street West** *(Planning and Development)* Roll

A motion by Ortman, seconded by Goyke to accept the grant, passed unanimously by roll call vote.

G. **Professional Services Agreement between 106 Group, Ltd. and the City of Ashland for the Ashland Interpretive Signage Program** (*Parks*) Roll

A motion by Seefeldt, seconded by Sztynodor to approve the agreement for \$50,000, passed 5-1 by roll call vote; Brede opposed.

H. **Lease Agreement between the City of Ashland and Ashland Youth Baseball for Recreation Use of the City's Parks** (*Parks*) Voice

A motion by Seefeldt, seconded by Sztynodor to approve the agreement, passed unanimously by voice vote.

I. **Amendment to a Professional Services Contract with Northwoods Vac & Cleaning Supplies LLC for Cleaning Services for City of Ashland Facilities** (*Public Works*) Roll

A motion by Ortman, seconded by Sztynodor to approve the bid and award the annual adjusted contract for \$90,705.80, passed unanimously by roll call vote.

13. NEW BUSINESS

A. **Accept Bid from Struck & Irwin Paving, Inc and Award a Contract for the 2026 Main Street West Microsurfacing Project** (*Public Works*) Roll

A motion by Ortman, seconded by Seefeldt to approve the bid and award a contract for \$50,040.10, passed unanimously by roll call vote.

14. CLOSED SESSION - Council may reconvene in Open Session to take action on any item discussed during Closed Session.

A motion by Ortman and seconded by Sztynodor to enter into Closed Session, passed unanimously by roll call vote.

A. **Pursuant to WI Stat. 19.85(1)((e): Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session** (*APPA APD Union Agreement*)

B. **RETURN TO OPEN SESSION**

Ortman moved, seconded by Goyke to return to Open Session. The motion passed unanimously by voice vote.

C. **REPORT OF ACTION TAKEN DURING CLOSED SESSION**

Mac Kenzie reported there was no action taken during closed session.

A motion by Ortman, seconded by Seefeldt to approve the agreement, passed unanimously by roll call vote.

15. ADJOURNMENT



A motion by Ortman and seconded by Goyke to adjourn was passed unanimously by voice vote.

Respectfully Submitted,

Denise Oliphant,
City Clerk

COMMITTEE OF THE WHOLE MEETING MINUTES

The Tuesday, April 21, 2026 City of Ashland Committee of the Whole Meeting was called to order by Council President Charlie Ortman at 7:05 p.m.

1. **Roll Call**

PRESENT: Kevin Seefeldt, Shawn Brede, Andrew Goyke, Paul Vig, Charlie Ortman, Nancy Szyndor

ABSENT: Peter Levi (Excused)

ALSO PRESENT: Mayor Matthew MacKenzie, City Administrator Brant Kucera, City Clerk Denise Oliphant, Police Chief Willis Hagstrom, and other interested citizens.

2. **Approval of Agenda**

Kucera requested to pull Item A as he plans to discuss it during the upcoming retreat. A motion by Goyke, seconded by Szyndor to approve the amended agenda, carried unanimously by voice vote.

3. **Council President's Report**

Ortman reported he plans to present sustainable and renewable energy investment options to Council in the near future.

4. **Items for Discussion and Possible Action**

A. **Strategic Plan Quarterly Update (*Administrator*)**

Removed from the agenda.

B. **ATV, UTV and Golf Cart Use on City of Ashland Public Streets (*Police Dept*)**

Hagstrom began discussion regarding the current regulations of ATV and UTV use within the City limits. Council recommended options to address as proposed changes to the city's ordinance, and bring the item back to the next Committee of the Whole for further review.

C. **Proposed Amendments to Chapter 61 Municipal Parking Lots and Enforcement (*Clerk*)**

Oliphant introduced the proposed amendments to Council. A motion by Seefeldt, seconded by Brede to forward this item to Council for formal approval, passed unanimously by voice vote.

5. **Adjournment**

A motion by Seefeldt and seconded by Goyke to adjourn was passed unanimously by voice vote.

Respectfully Submitted,

COMMITTEE OF THE WHOLE
Tuesday, April 21, 2026
Ashland City Hall Council Chambers



Denise Oliphant,
City Clerk

PARKS & REC COMMITTEE MEETING MINUTES
February 16, 2026 at 6:00 PM.
BRETTON COMMUNITY CENTER, 400 4TH ST W

- a. **Trail Expansion Update**
 - b. **Urban Forestry Update- Audubon Bayview Project**
 - c. **Aquatics Committee Update**
 - d. **Hunting on City Land — Begin Discussion**
 - e. **Renaming Beaser Community Garden**
 - f. **Waterfront Signage Listening Session**
 - g. **MOU Updates**
- a. **Community Garden Contract Approval**
 - b. **Naming of Boat Launch**
 - c. **Renaming of Superfund Site**

Find yourself next to the water.

A S H L A N D

City of Ashland, Wisconsin
601 Main Street West — Ashland, WI 54806 — www.coawi.org

PLAN COMMISSION MEETING MINUTES

March 17th, 2026 at 6:30PM at the City Hall Council Chambers and via Go To Meetings

The meeting can be joined in person or by using a computer, smartphone or tablet at

<https://meet.goto.com/775025133>

**The meeting can also be joined by phone at
1 866 899 4679 using Access Code: 775-025-133**

Present: David Eades, Jeff Beirl, Ana Tochterman, Mayor Matt Mackenzie, Steven Wiley (Planning and Development Director), Terri Erickson (Assistant Planner)

Absent: Shawn Brede, JoAnn Erickson, Laurie Gregor

AGENDA

1. Call to Order and Roll Call
Mayor Mackenzie called the meeting to order at 6:33 pm and a quorum was declared present.
2. Approval of the Agenda
Mr. Eades made a motion to approve the agenda and Mr. Beirl seconded. Motion Carried 4-0.
3. Consent Agenda
Mayor Mackenzie asked for approval of the minutes from the Feb 17th, 2026 Plan Commission meeting. Ms. Tochterman made a motion and Mr. Beirl seconded. Motion Carried 4-0.
4. Identify potential conflicts of interest
None
5. Citizen Participation (non-agenda items)
None
6. Action Items:
 - a. Public Hearing: Review and approval of a Specific Implementation Plan Amendment for a Multi-Family Residential land use on Parcel # 201-00356-0000, zoned Mixed Residential/Commercial (MRC) with Gateway Overlay (GTWY-O) and Planned Unit Development Overlay (PUD). Applicant: Vision, Inc.

Mr. Eades made a motion to go into public hearing, seconded by Ms. Tochterman. Motion carried 4-0.

Mr. Wiley reviewed the proposed request by the developer, Vision Inc., for an SIP amendment to change the maximum permitted height of the building. He reviewed background information on the project, the subject site, and zoning standards. The original PUD approval had already granted an additional height allowance up to 55 feet. The building was designed for a height of about 58 feet. He went over the criteria

as required for a SIP amendment. He noted that there was flexibility granted in some instances as long as it is made up for in other areas. He stated they are exceeding the code requirements with landscaping and providing some covered parking and amenities with open space and façade elements such as gabled roofs to fit in better with the neighborhood. These are nice offsets and a three-foot difference isn't significant enough to require other major changes. It will be three feet higher and adjacent to residential housing - but is set back more than the minimum required and the variation in the façade will help break up the scale. Staff recommends approval of the noted PUD-SIP Amendment. The approval would only be for this height increase. The maximum height allowed per UDO for this zone is 45-feet and there was already an additional height allowance granted by the Council for up to 55-feet that was approved under the original PUD. This adds another 3-feet to that for a total of 58 feet. The applicants should submit a revised elevation sheet showing the height. The original plans that were reviewed during the PUD-SIP process had shown a 52-foot building height. This is a public hearing which was given notice and letters were sent out as required. No responses were received or public hearing comments were heard.

Ms. Tochterman made a motion to go out of public hearing, seconded by Mr. Beirl. Motion carried 4-0. Mr. Eades made a motion to approve. Second by Ms. Tochterman.

Discussion: Mr. Beirl offered an amendment to change the wording to say "up to 58-feet" because they are not required to use the whole 58-feet. He asked if they will be coming back with anything else because once they get this far into the project, it will get harder to say "no". Mr. Wiley responded that he is not aware of anything more. Mayor Mackenzie noted that they had a ground breaking ceremony on site last week and that the developer may be interested in a future project here as well. The motion was clarified for the language to read that the height allowance is for "up to 58-feet" instead of "58-feet". Roll call vote: Eades-yes, Tochterman-yes, Beirl-yes, Mackenzie-yes. Motion Carried 4-0.

- b. Public Hearing: Review and approval of Unified Development Ordinance Text Amendments. Applicant: Planning and Development Department.

Mayor Mackenzie reiterated this is a public hearing for two different text amendments proposed by the Planning Department. One is for a moratorium on transitional rehabilitation centers and uses in the city for a period of one year. The other is regarding changes to the ordinance language for the tobacco, e-cigarette and vape businesses in town.

Mr. Wiley presented a background on both items. For the tobacco, e-cigarette, and vape shop amendments, he reviewed which parts of the ordinance were being considered for modifications. First, these types of businesses would only be allowed as a Conditional Use only in the RC District. Secondly, specific language is proposed to be added to Commercial Uses regarding these types of businesses. These would be capped at one establishment per 7,000 people in population and establish a cap on the number of businesses allowed. They would not be retroactive but would apply only to new or newly re-established businesses. This would include signage and distance requirements from specified uses and certain population groups. Much of this came about when Charmaine Swan, with the American Lung Association, contacted the city asking to consider changes to the ordinance. Superior has recently adopted a similar ordinance which was used as a precedence. Lastly, the definitions section of the UDO needs to be updated to define what this type of business is, that it is its own use and would be excluded from retail establishments. The Regional Commercial district is the most intensive commercial district and seems to make the most sense for this use. The definition explains this use to be at least 10 percent of the stock being this type of product.

Mr. Wiley then reviewed the proposed moratorium for transitional living or rehabilitation center uses. He reviewed which parts of the ordinance would need to be modified to put the moratorium in place. Again, this would affect new proposals only. He noted the city attorney reviewed both text amendments. The intent of this one is to allow us to do more research to understand better where this type of facility is best suited. He reviewed the time frame allowed according to the statutes. He then spoke about the Standards for Review for both items. He stated that staff recommends approval of these UDO text amendments. Mayor Mackenzie noted that the Comprehensive Plan will be redone this summer and will give staff a chance to discuss in more depth.

Mr. Beirl made a motion to go into public hearing, seconded by Mr. Eades. Motion carried 4-0.

Wyatt Granados came forward to speak about the problem of vaping and tobacco in the city. He is a Sophomore at Ashland High School and the Sources of Strength president. He conveyed a story about his grandfather, who had passed away, and his health struggles due to the effects of smoking. He noted there are currently ten retailers selling flavored e-cigs and vapes locally that are in proximity to the youth, parks and schools. Three of these advertise the products in their windows and outside the stores. They sell up to fifty different flavors and are marketed to minors. He noted one in every seven high school students currently vapes. He asked the commission to support this ordinance amendment moving forward to city council.

Mayor Mackenzie noted three letters received in support of the amendment: 1) Scott Griffiths with the SPARK after-school program asked the commission to consider including nicotine pouches and synthetically derived nicotine products in the final definition language. He gave the example of Zyn, which is heavily marketed to youth. 2) A letter from Cheq Plan stated their support. 3) The American Lung Association, who noted the tobacco industry targets kids and the low income, stated their support.

This was a Class II notice and published accordingly.

Mr. Eades made a motion to go out of public hearing, seconded by Ms. Tochterman. Motion carried 4-0.

Ms. Tochterman asked to consider the items separately.

Ms. Tochterman moved to approve the Amendment. Second by Mr. Eades.

Discussion: Ms. Tochterman asked if this language was adding it to a specific district as a conditional use and how does it differ from the current state? Mr. Wiley said it is more restrictive as currently it is not defined in the ordinance. Now they would be treated as a retail establishment and would follow the signage rules for that district. With this there would be a more defined set of rules specific to signage promoting these products. She asked where in the city specifically is this district? He noted the RC district is located by Walmart, along the highway in the Eastern side of town. Also, along Sanborn on the Western end. These uses would only be allowed in this district. Additionally, there are separations required from specified other uses. Mr. Eades asked if this approval would imply that no new stores would be allowed per the population? Mr. Wiley noted this is correct and it would not affect existing stores or signage as this would be grandfathered in. Mr. Eades asked if we legally have to "grandfather in" existing conditions and asked for further verification. Mr. Wiley said he can talk to the attorney. Mr. Eades recalled prior discussion of putting a time limit on existing businesses to phase out non-compliant conditions to meet the revised ordinance. Mr. Wiley noted he discussed CUP's with the attorney and he said that the WI statute (62.23-

7De.4) states that once a CUP is granted, it shall remain in effect as long as the conditions upon issuance are followed. Municipalities are allowed to add restrictions to the extent of CUP's like transfer, renewal or duration, for example. Mr. Beirl asked for the number of stores in Ashland currently. Mr. Wiley noted he did not know the exact count for sure. A survey in the packet had noted ten, in addition to Wyatt. How many other retailers don't meet the ten percent but still sell the product? Mr. Wiley was not sure. Mr. Beirl asked if an existing vape/tobacco store was to sell, could we revoke the CUP or will it be transferred under the grandfather rule? Is there another option, perhaps licensing these stores (similar to alcohol) with the ability to pull it if rules are broken? There is a need to reduce the number of products in Ashland. If every retailer is selling them in addition to tobacco stores, what are we accomplishing? This action is positive but it is a small step and we need to be more aggressive. Mr. Wiley noted these shops are licensed so if they fall out of compliance of their stipulations, then they could have them revoked. It was noted that under the proposed ordinance language, only one would be allowed and we already have many more than that. Mayor Mackenzie recapped that the commission appears to be in favor of the proposed amendment as well as taking further action to restrict these products even more. Mr. Eades asked, given the purchase age is twenty-one, how much police enforcement is done, if any? Wouldn't selling these products to a minor be criteria for revoking licenses and could this tactic be used more heavily? Mayor Mackenzie responded there are age checks but does not know how often they are done.

Mayor Mackenzie called to question a vote to recommend approval to move this item forward to city council along with a request to consider further restrictions. Motion Carried 4-0.

Discussion on moratorium for transitional housing recommendation to City Council: Mr. Eades noted that he assumed our ordinance currently does not allow these at all unless by CUP. He feels that the plan commission's purpose is to make sure they are regulated correctly through the CUP process. What does a moratorium accomplish since any request for one anywhere needs to go through Plan Commission? Mr. Wiley responded that our ordinance is more permissive than we would like and, for example, are currently allowed in the downtown. The Plan Commission and Council's ability to deny a CUP request is limited if the applicant agrees to meet the conditions, under state statute. Mr. Eades noted, and Mr. Wiley agreed, that the statutes mandate that conditions made upon CUP's cannot be overly burdensome. Mr. Wiley noted that possibly this use should not be allowed at all in the downtown, even as a CUP. The moratorium allows us time to research more to evaluate which districts these uses most appropriately belong in. Mayor Mackenzie added that part of this is to help save applicants time and money before they put excessive investment into a development that may not be approved. The City is starting the new comprehensive plan update this summer and it is a good opportunity to evaluate this further. Ms. Tochterman asked if there is currently a project for this use being worked on. Mayor Mackenzie noted that there recently has been a proposal to use the old Lock & Key building for this. He is not sure of the current status. Ms. Tochterman felt that the necessary research could be done and ordinance modifications made without putting a moratorium into effect. If there were several current applications for this it would seem to make more sense. Mayor Mackenzie noted that this ties into economic development and investors being concerned about incompatible uses moving in nearby. In this particular case, businesses have reached out with concern, understandably. Somewhat related, there continues to be criticism towards the emergency shelter on the West end of town. Mr. Beirl asked why transitional living and rehab centers are lumped together in the code? For example, if a group of therapists wanted to open a business, to rehabilitate injured people, would they be denied if this moratorium is in place? The definition seems to include this type of rehab. He feels rehab centers should be allowed and separate from transitional living as these are the uses that are the topic of discussion. He agreed that a year is an excessive amount of time to make these changes; six months (with a six-month renewal) should be adequate. Mayor Mackenzie noted there are different meanings for transitional housing and the associated time frames for living. Mr. Wiley noted that the

ordinance definition declares these are facilities in which people live while receiving therapy. A group of therapists working with patients would not fall under this category. He proposed we look at breaking the definition out so it's not all lumped together. Mr. Beirl noted this definition would also apply to a nursing home which doesn't seem correct, granted they have a separate definition in the code. Mayor Mackenzie concluded that the hope is to have adequate time to look at this with the updated comprehensive plan and not have to worry about conflict with applicants coming forward for this during that process. Ms. Tochterman noted it is a difficult task to consider but yet there are people who need these types of living accommodations. There likely is not a perfect solution that can be applied to all circumstances. She has a hard time putting a stop on all proposals for this amount of time in the case that something came through that was a good fit for the community. Downtown could actually be a positive and helpful location for a use like this in relation to access to services and walkability. Realistically, how much time is need to think about and consider options? Mayor Mackenzie replied it would be useful to have a referendum question to gather feedback. The recent proposal was for an area of town (East end) where the city is trying to focus on stronger economic development. When the city has advocated this to new businesses, this initiative did not go over well and the city received several complaints when it became publicized. If this is considered in conjunction with the comprehensive plan, it will likely take about a year. Ms. Tochterman asked if the definition could include a specified number of units which would then address some of the concern? Mr. Wiley responded that he thinks it could and look at what other communities have done, such as having spacing requirements. Mayor Mackenzie noted this could be flushed out in the planning stage as well as requiring a live-in tenant and safety protocols. These would be text changes to the conditional use. Mayor Mackenzie concluded that the commission was not keen on the idea of a moratorium but is going to move it onto council without the support of the commission. It was agreed that the location and criteria for this use should be further evaluated along with housing and the comprehensive plan, reiterated by Ms. Tochterman. Mr. Beirl asked if the Prentice House is considered transitional living. The answer to this is unclear but it seems like there is not as much negative feedback on these group homes vs. the transitional living. Maybe these uses should be further compared for helping to establish more suitable ordinance requirements. He agrees a moratorium is not the temporary answer in case an opportunity arises that feels less of a threat to the surrounding community.

Mr. Eades made a motion to approve. Second by Mayor Mackenzie. Roll Call Vote: Tochterman – No, Beirl – No, Eades – No, Mackenzie – Yes. Motion Failed 1-3.

7. Discussion Items:

Mayor Mackenzie announced, with the consultation of Administrator Kucera, the city hired a full-time Economic Planning Director. The hope is to double-down on economic development in the downtown. Haley Makela was most recently employed at the Ashland Area Development Corporation.

He also mentioned that the height of the Vision project is comparable to the Cobblestone Hotel, but has a pitched roof instead of flat.

Mr. Wiley stated that the next meeting will likely be a week later than usual, on the 4th Tuesday – April 28th. There are a few items that should be ready for this meeting and were briefly explained.

Mayor Mackenzie asked if the Commission is interested in being included in a few upcoming grand openings. The response was positive and notification by email is preferred.

a. Update on Property Maintenance Enforcement

None

b. Update on Building Permits for February 2026

None

c. Update on Miscellaneous Planning and Development Items

Mr. Wiley clarified specific information shown for the Bay Vue apartments on the makeshift spreadsheet permit report. This was a result of the down-time that occurred during the software transition. He noted Vision Inc. is serving as their own general contractor and have sub-contractors who have been hired out for portions of the work.

8. Announcement/Reports/Comments/Questions

Mayor Mackenzie inquired with Mr. Eades if he is interested in staying on the Commission as his term is expiring next month. He noted that he is and the Mayor stated he will nominate him.

Ryan Nelson of Vision Inc. was present online. He spoke to say that he had was unable to log in remote in time for the Vision Inc. amendment item discussion and asked for a recap. Mayor Mackenzie responded that it was approved to go up to 58-feet high.

9. Adjournment

Motion to adjourn by Mr. Beirl, Second by Ms. Tochterman. Motion carried 4-0.
Meeting closed at 7:52 pm.

Recorded by:
Terri Erickson
Assistant Planner

AIRPORT COMMISSION MEETING MINUTES

Thursday, March 26, 2026

1. Roll Call

The Thursday, March 26, 2026 JFK Memorial Airport Commission meeting was called to order by Chair Lloyd Orensten at 4:30 p.m.

Present: Richard Huber, John Coffey, Lloyd Orensten
Absent: Carol Ortman, Blake Ellefson
Also Present: Interim Airport Manager Bill Moore

2. Approval of Minutes

A motion by Coffey to accept the minutes of the January 22, 2026 Airport Commission meeting minutes, seconded by Huber was approved unanimously by voice vote.

3. Citizen Participation Period

No members of the public were present.

4. Commission Items

A. New Airport Manager Hire

Moore announced an offer was made to Andrew Kundel who accepted. He will start on April 13, 2026. Kundel will be attending a Wisconsin Airport Manager's seminar on April 22 and 23, 2026, soon after his start date. Orensten commented it might be beneficial to have Moore attend the seminar with him; Moore will check into this.

B. Spectrum Fiber Optic Install & Cameras at 100LL Fuel Farm and Ramp

Moore reviewed the quote he received from Spectrum for Wi-Fi and internet service. There would be a one-time installation fee of \$250.00 to include running wires to the terminal. The rates discussed were annual rates depending on the plan chosen. The current service is \$120.97 monthly for Wi-Fi only which hardly works, and \$252.68 monthly including phone services through CenturyLink.

Orensten recommended a motion to move forward with a one-year service with Spectrum for internet service. Huber moved, seconded by Coffey, and was approved unanimously by voice vote.

C. Airport Master Plan Project and Contractor Selection Process

Discussion was tabled for this meeting.

D. Airport Snow Removal and Maintenance

Moore offered a maintenance update including having only one O-ring blowout on the T8; plowing has otherwise been uneventful. Moore thanked all who helped out keeping the runways cleared. Orensten commented how nice the blacktop surface turned out on the runway.

D. Wages for Airport LTE Hires

Moore referenced a raise given to Dave Skinnes approximately 5 years ago. He is at \$25.00 per hour currently, and Moore noted that the City is starting employees at the wastewater treatment facility at around \$27.00 per hour. Moore recommended bumping his pay from \$25.00 to \$30.00 per hour as he has been a paramount player at keeping our equipment maintained and comes in at all hours when needed. Huber motioned, seconded by Coffey to raise Skinnes' pay to \$30.00 per hour, which passed unanimously by voice vote.

5. Airport Manager's Report

Moore reported issues with the Jet-A fuel nozzle and needed to order a core charge for it. The airport terminal needs to be resealed and will reach out to a contractor for this.

Moore noted an increased number of swallows near the buildings. He suggested putting spigots and hoses on each side of the building to knock down the nests to deter the birds. Moore purchased a new toilet for the men's restroom which had already been installed.

He continues to wait for the snow to melt to have Omer Nelson Electric look at the runway lights that are out on 13/31.

The Wisconsin Airport Manager's seminar is on April 22 and 23, 2026.

Once Kundel is on board, Moore plans to set up an airport sponsor workshop between Kundel, Carl, and the new Bureau of Aeronautics representative to review the capital improvement plan.

There is 1,868 gallons of low lead left, 1,950 gallons of Jet-A in the fuel truck and 1,573 gallons in the Jet-A tank.

6. Approval of Bills

Orensten reported the bills totaled \$21,115.12, most being fuel related. A motion by Huber, seconded by Coffey to approve the bills, was approved unanimously by voice vote.

7. Set Next Meeting Date

Next meeting was set for 4:30 p.m. on April 23, 2026 at the JFK Memorial Airport Terminal. Meetings will be scheduled every other month after then unless something more urgent comes up.

8. Adjournment

A motion by Huber, seconded by Coffey to adjourn, passed unanimously by voice vote.

Respectfully Submitted,

Denise Oliphant,
City Clerk

City of Ashland – Sustainability Committee Meeting

Thursday, March 26th, 2026

6:00 pm – 7:00 pm HYBRID MEETING:

Meeting Link: <https://meet.goto.com/740241965> | Access Code:
740-241-965 – 2nd Floor Conference Room (601 Main Street W)

Energy Action Plan, 25x25 Plan, Sourcewater Protection Plan linked here:
<https://sites.google.com/view/ashland-sustainability/themes>

Present: Charlie Ortman, Beth Gehred, Meghan Salmon-Tumas, Steven Wiley (Planning and Development Director), Brady Steigauf (Focus on Energy), Megan Link (Focus on Energy), Matt Danielson (Save Energy Wisconsin), Kevin Seefeldt

Agenda

- 1) Approval of Agenda
Ortman called the meeting to order at 6:03 pm and asked for approval of the agenda. Tumas moved approval and Gehred seconded. Motion carried 3-0.
- 2) Approval of minutes from the December 11th, 2025 meeting
Ortman asked for approval of the December 11th, 2025 meeting minutes. Tumas moved approval and Gehred seconded. Motion carried 3-0.
- 3) Citizen Participation
Kevin Seefeldt mentioned the downtown EV chargers. This situation has bothered him since they put the cloth over them. He did talk to Carver Harries at AADC and asked if AADC would be interested. He found out that AADC was not interested. It seemed complicated for the City to give something away. He would love to see these used whether we give them or sell them to someone. It's embarrassing to see these the way they are.
- 4) Presentation: Focus on Energy IRA Home Energy Rebates – Brady Steigauf and Megan Link
Steigauf introduced himself. He works with Focus on Energy. There are good Inflation Reduction Act (IRA) rebates and opportunities to use clean energy. There is a once in a generation opportunity to use the \$150 million we got. Focus has community partners/ambassadors throughout the state. Matt Danielson is that person for our region. Danielson thanked us for having him. He was in an attic in Hayward an hour and a half ago. It might be interesting to have a follow-up discussion. There is a pretty substantial positive economic impact. He has been doing green homes since 2008 and worked with Al Gore's Climate Reality project. He is glad to be here and moved up permanently 3 yrs ago. He is glad to be a resource. Steigauf would cover who Focus is, where do energy-saving opportunity exist in homes. Utilities pay into his program, and Focus offers rebates in the state. Xcel Energy participates. Focus returns the dollars utilities give them to incentivize energy upgrades. The program returned over half a million dollars between 2023 and 2025 in City of Ashland. Steigauf built a dashboard that can pull this data to show the impact. Three people in Ashland County participated in IRA program, one in the City. As prices of fuel increase, this protects you from future per unit costs of energy increases. The north has a cleaner part of the state for the electrical grid. Most of the state

is powered by fossil fuels. This reduces demand, supports the local workforce, investment in buildings, property values, and air quality. In our climate, heating is the main reason for energy waste. Close to 55% of our energy or more goes to heating homes. Focus recommends a high efficiency heating and water heating system here. Steigauf supports solar, and Focus offers rebates for it. However, it is usually not the most cost-effective route. It is more expensive than other systems. 371 residents participated in the program. There are several smart energy options. The weatherization program helps. Income limits are much higher for it. More than 70% of the state qualifies for programs. Focus on Energy can almost entirely pay for weatherization upgrades. The HOMES program is a modeled home energy rebate program so requires an energy assessment. Some people can do this in the area. Homeowners get income qualified to determine their eligibility and energy assessment costs money so Focus can help for low income owners. Owners work with registered contractors and can contact Steigauf or Danielson. An energy assessment is done, the contractor builds a project scope, and completes it. Often there is no cost for low income owners. Electrification is available for low-moderate income households. Steigauf showed a map of registered contractors throughout the state. There is a Residential Rebate Finder tool on the Focus on Energy website. It can show what you are eligible for and how much. Property owners can apply via the website. HOMES is a program to look holistically at your home. If you are drafty and uncomfortable in your home it is the better program. HEAR is to encourage switching to electric. Steigauf hopes we can share information with others-it is a team effort. He offered to take questions. Danielson said in light of economic changes to the area with the pool of cash existing it should increase the economic vitality of the area. His economic professor living in Bayfield predicts it is a 6 or 5 to 1 benefit. Ortman asked if there were questions. Gehred said we are a small committee and asked Steigauf and Danielson what they think we can do that would help. Steigauf and Danielson answered maybe helping Danielson find other contractors to register, finding groups that might want to hear from them like the Citizens Climate Lobby, or serving as an ambassador. Events such as food pantries and anything income qualifying people would be good to reach. The community organization website has literature on programs. Ortman asked if they keep addresses of where they have done projects so we know who has been reached. Danielson said it is a good question. Steigauf said they cannot share addresses due to confidentiality requirements. Three projects were HEAR projects. Danielson said WI was the first state to do rebates. Ortman said if there is a flyer, we send things out in the utility bill. Maybe we can facilitate this through an engagement session. Danielson said the Bayfield County Fair was not a viable place. Going to the IGA worked much better. Steigauf stated that 2 years ago Focus did engagement sessions before launching programs. The one in Ashland was the most attended in the entire state. Ortman asked if they reached out to Ashland County Health and Human Services. Terry Barmingham is the director. Ortman mentioned the Co-op, a homeless shelter, and other locations as places to put information out. Danielson stated that he did an assessment for the east side trailer park. Xcel does not have incomes but has service addresses. Danielson stated that they have a forthcoming meeting coming up with Norvado. Ortman asked if Focus could pay for us to send out a flyer in our utility bills. Steigauf stated that they don't have much budget to pay for mailing. Steigauf stated that if we have an event we can invite them. Steigauf and Danielson thanked the committee and left at 6:55 pm.

Seefeldt stated that there was an event last fall we sent something out for in the utility bill. Ortman suggested we could reach out to Xcel. Ortman suggested we can put this on the next agenda and brainstorm ideas for how to get the word out. Tumas stated that Matt Danielson also emphasized that we need some more people to do this work. Ortman asked if the Jolmas would be interested. He suggested reaching out to others. He asked Wiley to put this on the next agenda.

5) Projects/Discussions

a) Communications – Discussion

The Committee tabled this.

b) Ashland County Comprehensive Plan Sustainability Chapter Discussion/Action if necessary

Tumas had no updates on this at this time.

c) Potential Grant/Funding Opportunities – Beth Gehred

Gehred stated that apparently, we need to fill out a grant form and get approved by Council to apply for grants. She needs to see the grant form that needs to be filled out. Ortman asked if Wiley can follow up. Wiley said that he would.

d) Downtown EV Chargers – Discussion/Action if necessary

Gehred asked if there has been any progress. Ortman replied that the last he heard the Ashland Baking Company or Co-op would be interested. Wiley mentioned BART being interested also when the Mayor and Administrator reached out. Seefeldt suggested we take a vote and place it on a COW agenda to get it on the City Attorney's list of items to work on. Ortman said the motion could be to ask for the item to go on the COW agenda, have the City Attorney research this, and determine how to move forward. Bill Bailey said it could be a lease agreement where we own the chargers and another entity makes the profit. Tumas asked if the COW meetings were open to the public. Wiley stated that they were. Tumas suggested that Bill Bailey or someone else could attend. We could just give away energy to the public. Ortman and Wiley stated that this was not supported by the Administrator or public. Tumas moved and Gehred seconded to forward this to COW for a final disposition sooner rather than later. Motion carried 3-0.

e) City Solar Opportunities – Discussion

Wiley provided an update on the final report from Jolma and muGrid for the City Solar and Micro-grid assessment. He will provide this to the committee.

f) Committee Opinion on Data Centers – Discussion

The Committee decided to hold off.

6) Staff Updates

Wiley provided an update on the Vision apartment complex on the former Roffers site.

7) Future agenda items

Committee members asked for a discussion on a sustainable purchase policy. Ortman was at a conference where Counties and Cities had these and related ordinances. He stated that we should work on these. Tumas can provide examples from Northland. Gehred suggested discussing the recruitment of another member. A facilities person at the hospital is interested. Travis Hunter is his name.

8) Adjournment

Ortman asked for a motion to adjourn. Gehred moved and Tumas seconded. Motion carried 3-0. The meeting adjourned at 7:12 pm.

Recorded by:

Steven D. Wiley
Planning and Development Director

Case Violation Detail Report

04/01/2026 - 04/30/2026

Case #	Case Date	Assigned To	Main Status	Description	Closed Date	Parcel #	Parcel Address	Violation Name	Violation Date	Violation Status
20260093	4/29/2026	Raymond Kallio	Closed	misc storage				Section 750, B., 11. Miscellaneous Storage	4/29/2026	Open
20260094	4/29/2026	Raymond Kallio	Open	misc storage		201022080000	610 3RD AVE W	Section 750, B., 11. Miscellaneous Storage	4/29/2026	Open
20260094	4/29/2026	Raymond Kallio	Open	misc storage		201022080000	610 3RD AVE W	Section 750, B., 1. Clean, Safe, Sanitary and Attractive Maintenance of Exterior Property	4/29/2026	Open
20260091	4/28/2026	Raymond Kallio	Open	freezer in yard		201035560000	1716 CARY ST	Section 750, B., 11. Miscellaneous Storage	4/28/2026	Open
20260092	4/28/2026	Raymond Kallio	Closed	appliances in yard	5/5/2026	201028540000	1110 ELLIS AVE	Section 750, B., 11. Miscellaneous Storage	4/28/2026	Closed
20260090	4/27/2026	Raymond Kallio	Open	misc storage		201024640000	816 5TH AVE E	Section 750, B., 1. Clean, Safe, Sanitary and Attractive Maintenance of Exterior Property	4/27/2026	Closed
20260089	4/23/2026	Raymond Kallio	Closed	misc storage	4/29/2026	201038830000	1214 MACARTHUR AVE	Section 750, B., 11. Miscellaneous Storage	4/23/2026	Closed

20260089	4/23/2026	Raymond Kallio	Closed	misc storage	4/29/2026	201038830000	1214 MACARTHUR AVE	Section 750, B., 1. Clean, Safe, Sanitary and Attractive Maintenance of Exterior Property	4/23/2026	Closed
20260087	4/23/2026	Raymond Kallio	Closed	misc storage	5/5/2026	201015830000	215 7TH AVE E	Section 750, B., 11. Miscellaneous Storage	4/23/2026	Closed
20260088	4/23/2026	Raymond Kallio	Open	brush pile, pallets, debris		201045640000	1300 MACARTHUR AVE	Section 750, B., 11. Miscellaneous Storage	4/23/2026	Open
20260088	4/23/2026	Raymond Kallio	Open	brush pile, pallets, debris		201045640000	1300 MACARTHUR AVE	Section 750, B., 1. Clean, Safe, Sanitary and Attractive Maintenance of Exterior Property	4/23/2026	Open
20260085	4/22/2026	Raymond Kallio	Open	misc storage		201045150000	601 7TH ST W	Section 750, B., 1. Clean, Safe, Sanitary and Attractive Maintenance of Exterior Property	4/22/2026	Open
20260085	4/22/2026	Raymond Kallio	Open	misc storage		201045150000	601 7TH ST W	Section 750, B., 11. Miscellaneous Storage	4/22/2026	Open
20260086	4/22/2026	Raymond Kallio	Closed	garbage	4/29/2026	201044300000	704 CHAPPLE AVE	Section 750, B., 1. Clean, Safe, Sanitary and Attractive Maintenance of Exterior Property	4/22/2026	Closed

20260081	4/21/2026	Raymond Kallio	Closed	junk and debris	5/7/2026	201019070000	407 WILLIS AVE	Section 750, B., 1. Clean, Safe, Sanitary and Attractive Maintenance of Exterior Property	4/21/2026	Closed
20260084	4/21/2026	Raymond Kallio	Closed	Bed on curb	5/5/2026	201030330000	1019 10TH ST W	Section 750, B., 11. Miscellaneous Storage	4/21/2026	Closed
20260083	4/21/2026	Raymond Kallio	Closed	Tires	5/5/2026	201030170000	919 9TH AVE W	Section 750, B., 11. Miscellaneous Storage	4/21/2026	Closed
20260082	4/21/2026	Raymond Kallio	Closed	Tires	5/5/2026	201038700000	1221 9TH AVE W	Section 750, B., 11. Miscellaneous Storage	4/21/2026	Closed
20260081	4/21/2026	Raymond Kallio	Closed	junk and debris	5/7/2026	201019070000	407 WILLIS AVE	Section 750, B., 11. Miscellaneous Storage	4/21/2026	Closed
20260079	4/20/2026	Raymond Kallio	Open	misc storage		201005830000	710 16TH AVE W	Section 750, B., 11. Miscellaneous Storage	4/20/2026	Open
20260080	4/20/2026	Raymond Kallio	Open	Tires		201016940000	302 2ND AVE E	Section 750, B., 11. Miscellaneous Storage	4/20/2026	Open
20260079	4/20/2026	Raymond Kallio	Open	misc storage		201005830000	710 16TH AVE W	Section 750, B., 1. Clean, Safe, Sanitary and Attractive Maintenance of Exterior Property	4/20/2026	Open

20260077	4/17/2026	Raymond Kallio	Open	Rental reg and misc storage		201024110000	720 7TH AVE E	Section 750, B., 1. Clean, Safe, Sanitary and Attractive Maintenance of Exterior Property	4/17/2026	Open
20260077	4/17/2026	Raymond Kallio	Open	Rental reg and misc storage		201024110000	720 7TH AVE E	Section 750, B., 11. Miscellaneous Storage	4/17/2026	Open
20260078	4/17/2026	Raymond Kallio	Closed	misc storage	5/5/2026	201020290000	513 7TH AVE E	Section 750, B., 11. Miscellaneous Storage	4/17/2026	Closed
20260077	4/17/2026	Raymond Kallio	Open	Rental reg and misc storage		201024110000	720 7TH AVE E	845.03 Residential Rental Registration Required	4/17/2026	Open
20260076	4/16/2026	Raymond Kallio	Closed	mattress by shed	4/27/2026	201015210000	220 11TH AVE E	Section 750, B., 11. Miscellaneous Storage	4/16/2026	Closed
20260075	4/16/2026	Raymond Kallio	Open	misc storage		201017740000	312 11TH AVE E	Section 750, B., 11. Miscellaneous Storage	4/16/2026	Open
20260074	4/15/2026	Raymond Kallio	Open	misc storage		201050790100	2215 KNIGHT RD	Section 750, B., 11. Miscellaneous Storage	4/15/2026	Open
20260074	4/15/2026	Raymond Kallio	Open	misc storage		201050790100	2215 KNIGHT RD	Section 750, B., 1. Clean, Safe, Sanitary and Attractive Maintenance of Exterior Property	4/15/2026	Open
20260073	4/14/2026	Raymond Kallio	Open	misc storage		201022710000	723 VAUGHN AVE	Section 750, B., 11. Miscellaneous Storage	4/14/2026	Open

20260072	4/14/2026	Raymond Kallio	Closed	tire	4/20/2026	201043930000	723 9TH AVE W	Section 750, B., 11. Miscellaneous Storage	4/14/2026	Closed
20260071	4/9/2026	Raymond Kallio	Closed	junk and debris	4/24/2026	201006470000	1006 BEASER AVE	Section 750, B., 11. Miscellaneous Storage	4/9/2026	Closed
20260071	4/9/2026	Raymond Kallio	Closed	junk and debris	4/24/2026	201006470000	1006 BEASER AVE	Section 750, B., 1. Clean, Safe, Sanitary and Attractive Maintenance of Exterior Property	4/9/2026	Closed
20260070	4/8/2026	Raymond Kallio	Closed	misc storage	5/5/2026	201004920000	607 17TH AVE W	Section 750, B., 11. Miscellaneous Storage	4/8/2026	Closed
20260069	4/7/2026	Raymond Kallio	Closed	tire in yard	4/17/2026	201017330000	318 5TH AVE E	Section 750, B., 11. Miscellaneous Storage	4/7/2026	Closed
20260068	4/7/2026	Raymond Kallio	Open	storage container		201049301000		Building Materials UDO Section 6.2, C.,3.,b	4/7/2026	Open
20260067	4/6/2026	Raymond Kallio	Closed	sink in yard	4/13/2026	201021900000	116 6TH ST E	Section 750, B., 11. Miscellaneous Storage	4/6/2026	Closed
20260066	4/1/2026	Raymond Kallio	Closed	mattress	4/13/2026	201027480000	1022 3RD AVE E	Section 750, B., 11. Miscellaneous Storage	4/1/2026	Closed
20260065	4/1/2026	Raymond Kallio	Open	tire		201015120000	210 12TH AVE E	Section 750, B., 11. Miscellaneous Storage	4/1/2026	Open

Total Records: 40

5/8/2026

Permit Detail Report

04/01/2026 - 04/30/2026

Permit #	Permit Date	Building Type	Applicant Name	Applicant Address	City, State, Zip	Description	Square Feet	Project Cost	Issued Date	Type of Work	Work Location	Total Fees	Parcel #	Parcel Address
20260100	4/30/2026	Residential - Remodel/Repair/Additions (over 5,000)	Bill & Lynn Metzinger/Tom Trudeau	1202 13th St	Ashland, WI 54806	A single story addition with family room, master bed and master bath. Subs: Superior Plumbing and V-2 Electric	0	95,000	5/4/2026	Primary Structure	1202 13th St	\$475.00	201031570000	1202 13TH ST W
20260099	4/30/2026	Commercial - Plumbing	Bay Vue Apartments		Superior, WI 54880	New plumbing installation for a 151-unit apartment building. Work includes an 8" sanitary building sewer, 10" sanitary building drain vent serving more than 200 fixtures, 4" water service and water distribution system.	0	1,200,000	4/30/2026	Sanitary Sewer Service New/Repair	400 Beaser Ave		201003560000	400 Beaser Ave

20260098	4/29/2026	Commercial - Miscellaneous Repair of a Commercial Structure	Dottie Monroe	407 Main St W.	Ashland, WI 54806	Renovate existing rear entry approx. 8' x 14'. Rebuild flat roof, install new rubber roofing (4 SQ.) Replace existing interior and exterior finishes (T1-11; inside, cement board to match exterior on outside). Existing wall framing to remain (wood studs).	0	20,000	4/30/2026	Primary Structure	407 Main St W.	\$100.00	201042490000	407 MAIN ST W
20260097	4/29/2026	Residential - Remodel/Repair/Additions (over 5,000)	Dianna & Gregory Trush	716 6th Ave W	Ashland, WI 54806	A 14-foot x 10-foot attached sunroom per submitted plans by Sunspace. NOTE: The installing contractor will take full responsibility for any adjustments needed in the future, if the on-grade slab shifts from any frost penetration.	140	27,740	5/1/2026	Primary Structure	716 6th Ave W	\$138.70	201022650000	716 6TH AVE W
20260096	4/28/2026	Commercial - New Parking Lot	Larry Cicero	65736 Lake Park Rd	Ashland WI 54806	Remove and replace existing blacktop.	11,700	24,000		Other	2200 Lake Shore Dr west	\$120.00	201038170000	2200 LAKE SHORE DR W

20260095	4/27/2026	Residential - Siding (material cost over 1,000)	Chris Grubisic	1007 11th Ave W	Ashland, WI 54806	Re-roof existing garage (asphalt) and re-side both house and garage (vinyl).	0	26,000	4/27/2026	Primary Structure	1007 11th Ave W	\$30.00	201030530100	1007 11TH AVE W
20260094	4/27/2026	Residential - Siding (material cost	Chris Grubisic	413 Willis Ave	Ashland, WI 54806	Re-roof and re-side house.	0	10,000	4/27/2026	Primary Structure	413 Willis Ave	\$30.00	201019060000	413 WILLIS AVE
20260093	4/27/2026	Residential - Remodel/Repair/Additions (over 5,000)	Debb Joanis & Bob Polencheck	2629 Lake Shore Dr. E	Ashland, WI 54806	RENEWAL: 12'x23' enclosed porch located between our house and garage	276	15,329	4/27/2026	Primary Structure	2629 Lake Shore Dr. E	\$19.16	201033260000	2629 LAKE SHORE DR E
20260092	4/24/2026	Residential - Deck	William McPherson	1423 9th Ave W	Ashland, WI 54806	Replace current porch and expand deck on south side and wrap around house to west side.	483	13,800	4/29/2026	Primary Structure	1423 9th Ave W, Ashland, WI 54806	\$50.00	201032360000	1423 9TH AVE W

20260091	4/24/2026	Residential - Remodel/Repair/Additions (over 5,000)	Mitchell Johnson	500 3rd st W	Ashland WI 54806	New roof, deck railing, touch up paint exterior, update exterior electrical service, bathroom remodel, fix burst plumbing pipes, furnace inspection, duct cleaning, new subfloor and flooring on main floor, new drywall in places, repair plaster, prime and paint, kitchen updates. This permit is contingent upon our office receiving a construction	1,200	125,000	4/28/2026	Primary Structure	1201 9th Ave W	\$625.00	201038730000	1201 9TH AVE W
20260090	4/22/2026	Residential - Raze/Demolition	Jennifer Susienka	820 Water St	Ashland, WI 54806	Demolition of entire primary structure on property due to fire. The existing garage is to remain as is.	1,600	15,250	4/24/2026	Other	820 Water St	\$76.25	201011000000	820 WATER ST
20260089	4/22/2026	Residential - Deck	Eva Thewis	1319 Sanborn Ave	Ashland, WI 54806	Installation of an above-ground pool with a wood raised wrap-around deck. Approx. 9-feet x 26-feet.	0	0		Accessory Structure	1319 Sanborn Ave		201048330000	1319 SANBORN AVE

20260088	4/21/2026	Zoning Approval - Keeping of Animals	Jacob Anderson	621 Lake Shore Dr E	Ashland WI 54806	12 Sq. Ft Enclosure for 6 hens. This is contingent upon: 1) No Roosters. 2) Coop shall not be placed within 20-feet of a neighboring house or 10-feet of a parcel line.	65	1,500	4/23/2026	Accessory Structure	621 Lake Shore Dr E	\$50.00	201-01237-0000	621 LAKE SHORE DR E
20260087	4/21/2026	Residential - Deck	Jeffrey Shannon	304 12th Avenue West	Ashland, Wisconsin, 54806	Build railings around two existing decks on house to comply with UDC standards.	80	1,500	4/22/2026	Primary Structure	304 12th Avenue West	\$50.00	201002390000	304 12TH AVE W
20260086	4/21/2026	Residential - Fence	Will and Sadie Kendall	2114 Lake Shore Dr E	Ashland, WI 54806	A) Installation of a new 4-foot height wood framed welded-wire fence. This is contingent upon: 1) The wood-framed side of the fence facing out with the posts on the interior side. 2) No fencing will be located within the required vision triangles as noted. 3) The wire portion of the fence is welded and not woven style. B) Removal of existing front steps and	295	3,000	5/6/2026	Other	2114 Lake Shore Dr E	\$100.00	201034040000	2114 LAKE SHORE DR E

20260085	4/20/2026	Residential - Remodel/Repair/Additions (over 5,000)	Holly Pierce	623 Willis Ave	Ashland, WI 54806	Add 24' by 36' carport onto existing house on the rear side. This permit is contingent upon: 1) All 6 x 6 post footings must be installed below the frost depth, which is 4 feet and must have properly sized uplift clips attached to the concrete. 2) All trusses and posts need to have the proper uplift fasteners installed.	864	18,000		Primary Structure	623 Willis Ave	\$90.00	201021480000	623 WILLIS AVE
20260084	4/20/2026	Residential - Fence	Travis Franek	404 Willis Ave	Ashland, WI 54806	6-ft high privacy fence along 4th St East. 4x4 Posts with 6x8 Fence Panels. Fence structure/posts must be facing towards the inside. Note: 4th St E is not being considered a side yard in this case because it functions more like an alleyway.	0	1,600	4/29/2026	Other	404 Willis Ave	\$75.00	201018850000	404 WILLIS AVE

20260083	4/17/2026	Residential - Remodel/Repair/Additions (over 5,000)	Willa Vanselow	901 5th Ave E	Ashland	New garage roof and new windows on 3 rooms of the house.	300	7,000	4/17/2026	Primary Structure	901 5th Ave E	\$50.00	201026840000	901 5TH AVE E
20260082	4/16/2026	Residential - Deck	Bay City Cultural Center (Bohemian Hall)	319 11th Ave East	Ashland, WI, 54806	Construction of a 12x12 floating deck on North-west corner of building. This permit is contingent upon: 1) The new deck must be constructed to comply with the State of Wisconsin's Commercial Building Code. 2) Provide our office with a construction work schedule.	144	1,200	4/27/2026	Primary Structure	319 11th Ave East	\$50.00	201017710000	319 11TH AVE E

20260081	4/16/2026	Zoning Approval - Development Permit	Robert Polencheck	2629 Lakeshore Dr	Ashland, WI 54806	Erosion control work on North and West side of lot. Regrade entire lot to level yard with slope to match East street side and results in drainage away from existing house on the north end. New 10-foot x 10-foot hard paved patio with 32 linear feet of fencing on North-west corner of lot.	0	5,000		Other	518 Water Street	\$75.00	201010500000	518 WATER ST
20260080	4/17/2026	Residential - Fence	Stephen Schraufnagel	811 Chapple Ave	Ashland, WI 54806	38-foot long fence x 6-foot high on west alleyway property line. The fence will be finished on both sides.	0	2,000	4/27/2026	Other	811 Chapple Ave	\$50.00	201044360000	811 CHAPPLE AVE
20260079	4/14/2026	Commercial - Miscellaneous Repair of a Commercial Structure	Max Brinker	1808 Lakeshore Dr E	Ashland, WI 54806	Removal of about 35 square of shingles. Installation of ice and water guard and Malarkey Highlander shingles	0	33,000	4/14/2026	Primary Structure	1810 Lakeshore Dr E	\$75.00	201034224000	1808 LAKE SHORE DR E

20260078	4/14/2026	Zoning Approval - Signage	Robin Kemkes/Upland Psychotherapy LLC	308 9th Ave W	Ashland, WI 54806	Installation of two wall-mounted facade signs, one on north side of building and another on west side	9	0	4/14/2026	Primary Structure	308 9th Ave W	\$50.00	201006990000	308 9TH AVE W
20260077	4/13/2026	Commercial - Electrical	Ronny Falt	3100 Ellis Ave S	ASHLAND WI 54806	Replacement of existing fire alarm panel and incompatible sensors and or alarms with new fire alarm panel	4,356	6,048	4/16/2026	Primary Structure	510 Industrial Park Rd	\$100.00	201050503000	INDUSTRIAL PK
20260076	4/13/2026	Residential - Roofing (Material cost over 1,000)	Monarch Home Improvement LLC dba Dabella	5075 Miller Trunk Hwy	Hermantown, MN 55811	Tear off and install 20.08sq of GAF asphalt roof.	1,136	10,143	4/15/2026	Primary Structure	1203 Macarthur Ave	\$30.00	201038800000	1203 MACARTHUR AVE
20260075	4/13/2026	Residential - Roofing (Material cost over 1,000)	Monarch Home Improvement LLC dba Dabella	5075 Miller Trunk Hwy	Hermantown, MN 55811	Tear off and install 21.96sq of GAF asphalt roof.	2,600	13,953	4/15/2026	Primary Structure	1104 Macarthur Ave	\$30.00	201038500000	1104 MACARTHUR AVE
20260074	4/13/2026	Residential - Detached Accessory Building	James Bullis	320 12th Ave W	Ashland, WI 54806	8' x 12' prefab Marengo Valley shed to be placed on existing concrete slab. Shed to be placed 3-feet away from interior property line/edge of slab.	0	3,893	4/13/2026	Accessory Structure	320 12th Ave W	\$50.00	201002420000	320 12TH AVE W

20260073	4/13/2026	Residential - Detached Accessory Building	Kristin Sealund	703 17th Ave W	Ashland WI 54806	Shed and Greenhouse. These are to be placed and/or relocated according to discussed agreements and the final revised site plan. The shed is to be a minimum of 5-feet away from the rear property line and the relocated Green house is to be a minimum of 3-feet away from the side yard property line.	96	4,000	4/17/2026	Accessory Structure	703 17th Ave W	\$50.00	201005930000	703 17TH AVE W
20260072	4/13/2026	Zoning Approval - Keeping of Animals	Kristin Sealund	703 17th Ave W	Ashland WI 54806	Animal Enclosure and Keeping of Animals	200	1,000			703 17th Ave W		201005930000	703 17TH AVE W
20260071	4/10/2026	Residential - Remodel/Repair/Additions (over 5,000)	Brian L Tochterman	818 Vaughn Ave	Ashland WI 54806	Replacing railings on back porch and front steps to code.	125	150	4/13/2026	Primary Structure	818 Vaughn Ave	\$50.00	201025510000	818 VAUGHN AVE
20260070	4/8/2026	Commercial - Structural Addition/Alteration	C & A Custom Contractors	2304 150th Ave	Bloomer, WI 54724	Re-roof entire building with new rubber membrane - 60 mil EPDM.	9,748	131,000	4/9/2026	Primary Structure	311 13th St W	\$75.00	201029150000	311 13TH ST W
20260069	4/7/2026	Residential - Remodel/Repair/Additions (over 5,000)	Aistis Tumas/Justin Gingerich	1016 Chapple Ave.	Ashland, WI 54806	Renovate/Replace garage foundation as per discussions with building inspector.	264	7,500	4/9/2026	Accessory Structure	1016 Chapple Ave.	\$50.00	201038390000	1016 CHAPPLE AVE

20260068	4/6/2026	Residential - Deck	Sarah McDowell	1011 Ellis Ave	Ashland, WI	Replace existing front porch decking, stairs, and railing at property. Approx. 1,600 SqFt. This permit is contingent upon: 1) This is a replacement of existing deck/porch and is not being expanded. 2) All construction must meet applicable industry standards and manufacturer's requirements for the construction of	1,600	4,000	4/7/2026	Primary Structure	1011 Ellis Ave	\$50.00	201027640000	1011 ELLIS AVE
20260067	4/6/2026	Residential - Remodel/Repair/Additions (over 5,000)	Morgan Lengsfeld	367 Garfield Ave Suite 5	Duluth, MN 55802	Replacement of nine (9) windows; double hung and sliders.	0	11,999		Primary Structure	1701 Main St W	\$60.00	201001030000	1701 MAIN ST W
20260066	4/2/2026	Residential - Fence	Annika Preheim	1016 4th Ave W	Ashland, WI, 54806	Putting in a fence using 6-foot t-posts and wire mesh fencing material to enclose part of the side yard. The fence would be removed after the end of our rental period.	3,000	500		Other	1016 4th Ave W, Ashland, WI 54806		201027770000	1016 4TH AVE W

20260065	4/2/2026	Commercial - Accessory Structure	Calvary Tabernacle (Jason Wilke)	301 Binsfield Rd	ASHLAND, WI 54806	20'x30' pavilion structure. This permit is contingent upon the following: 1) Provide our office with the list of planned contractors being used on this project. 2) Provide our office with a construction work schedule, when it becomes available. 3) Provide our office with a set of structural calculations that match the graphics of the plan set. 4) All	600	21,570	4/7/2026	Accessory Structure	301 Binsfield Rd	\$50.00	201049800000	301 BINSFIELD RD
												\$2,974.11		

Total Records: 36

5/8/2026

Ref: 2026-073

COUNCIL AGENDA: 8.A.
(5/12/2026)

SUBJECT: Ordinance to Amend Chapter 888 (2022-1962) Transient Vendors, Transient and Permanent Merchants, and Door to Door Solicitors, Ashland City Ordinances (Clerk) Roll

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: City Clerk

CLEARANCES: City Attorney

EXHIBITS: 1. Proposed Ordinance 2026-2037

EXPENDITURES REQUIRED: NA

AMOUNT BUDGETED:

APPROPRIATION REQUIRED:

TREASURER'S CERTIFICATE: NA

COMPLIANCE WITH CHAPTER 51: Section 51.26 (b) of Chapter 51, Ashland City Ordinances, permits the Mayor and/or Clerk to schedule items directly for Council action. The Mayor and/or City Clerk has chosen to direct this item directly to Council pursuant to the authority granted to them in Chapter 51, Ashland City Ordinances.

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN:

SUMMARY STATEMENT:

Council recently approved changes to Chapter 888 to allow event staff the authority to deny an applicant to participate in a City-sponsored event, and an appeals process for this denial. It was realized after the fact, that prohibiting political displays or politically related activities is against

the Constitutional right to free speech, and needed to be removed from the ordinance.

According to the City Attorney's recommendation, staff is requesting approval of an amendment to remove item (d)2 which states: "All display or reference to political or politically adjacent activities is prohibited."

Sequential Ordinance No 2026-2037

ORDINANCE TO AMEND CHAPTER 888 (2022-1962) TRANSIENT VENDORS, TRANSIENT AND PERMANENT MERCHANTS, AND DOOR TO DOOR SOLICITORS, ASHLAND CITY ORDINANCES

The Mayor and Common Council of the City of Ashland do ordain as follows:

SECTION I:

888.06 City-Sponsored Events

888.06(d)2 *shall be removed and the following shall be renumbered to read as follows:*

- d) Rules of participation. Vendors are required to abide by the following rules and expectations while operating at a City-sponsored event;
 - 1. Generators shall be placed in such a way to limit noise pollution for attendees.
 - 2. Listen and adhere to guidelines established by City staff/Event organizers.
 - 3. Demonstrate overall good and civil behavior.
 - 4. Remain open for the duration of the event, maintaining stock based on predicted attendance and weather conditions.

SECTION II

Effective Date. *This ordinance shall take effect on the day after publication.*

PASSED: May 12, 2026

PUBLISHED: May 21, 2026

Charles Ortman, Council President

ATTEST:

Denise Oliphant, City Clerk

Matthew MacKenzie, Mayor

APPROVED AS TO FORM:

Katie Posewitz, City Attorney

SUBJECT: Ordinance to Amend Chapter 889 (2022-1963) Mobile Food Establishments, Concessions and Food Vendors, Ashland City Ordinances (Clerk) Roll

RECOMMENDATION: Approve

DEPARTMENT OF ORIGIN: City Clerk

CLEARANCES: City Attorney

EXHIBITS: 1. Proposed ordinance 2026-2038

EXPENDITURES REQUIRED: NA

AMOUNT BUDGETED:

APPROPRIATION REQUIRED:

TREASURER'S CERTIFICATE: NA

COMPLIANCE WITH CHAPTER 51: Section 51.26 (b) of Chapter 51, Ashland City Ordinances, permits the Mayor and/or Clerk to schedule items directly for Council action. The Mayor and/or City Clerk has chosen to direct this item directly to Council pursuant to the authority granted to them in Chapter 51, Ashland City Ordinances.

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN:

SUMMARY STATEMENT:

Council recently approved changes to Chapter 889 to allow event staff the authority to deny an applicant to participate in a City-sponsored event, and an appeals process for this denial. It was realized after the fact, that prohibiting political displays or politically related activities is against the Constitutional right to free speech, and needed to be removed from the ordinance.

According to the City Attorney's recommendation, staff is requesting approval of an amendment to remove item (d)2 which states: "All display or reference to political or politically adjacent activities is prohibited."

Sequential Ordinance No 2026-2038

**ORDINANCE TO AMEND CHAPTER 889 (2022-1963) MOBILE FOOD ESTABLISHMENTS,
CONCESSIONS AND FOOD VENDORS, ASHLAND CITY ORDINANCES**

The Mayor and Common Council of the City of Ashland do ordain as follows:

SECTION I:

889.09 City-Sponsored Events

889.09(d)2 *shall be removed and the following shall be renumbered to read as follows:*

- (d) Rules of participation. Mobile concession vendors are required to abide by the following rules and expectations while operating at a City-sponsored event;
1. Generators shall be placed in such a way to limit noise pollution for attendees.
 2. Listen and adhere to guidelines established by City staff/Event organizers.
 3. Demonstrate overall good and civil behavior.
 4. Remain open for the duration of the event, maintaining stock based on predicted attendance and weather conditions.

SECTION II

Effective Date. *This ordinance shall take effect on the day after publication.*

PASSED: May 12, 2026

PUBLISHED: May 21, 2026

Charles Ortman, Council President

ATTEST:

Denise Oliphant, City Clerk

Matthew MacKenzie, Mayor

APPROVED AS TO FORM:

Katie Posewitz, City Attorney

SUBJECT: Ordinance to Repeal and Recreate Chapter 601 (1017) Municipal Parking Lots, Ashland City Ordinances (Clerk) Roll

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: City Clerk

CLEARANCES: City Attorney

- EXHIBITS:**
- 1. Proposed Ordinance 2026-2035 2026
 - 2. Proposed Chapter 601 (1017) Municipal Parking Lots
 - 3. Map of City Lots

EXPENDITURES REQUIRED: NA

AMOUNT BUDGETED:

APPROPRIATION REQUIRED:

TREASURER'S CERTIFICATE: NA

COMPLIANCE WITH CHAPTER 51: The Council as Committee of the Whole previously discussed and approved that this item move forward to the Council for formal approval.

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN: NA

SUMMARY STATEMENT:

Ashland City Ordinance Chapter 601 defines the City's parking lots available for permitted overnight parking. The attached map shows the lots and available spaces for permitted use. The Clerk has recommended updating this map to include lots not listed, and updating the ordinance, and updating the permitting fee schedule via ordinance amendment. Those amendments are also

attached for review.

The City of Ashland owns multiple parcels used for parking. These lots have historically been made available for overnight parking for those who rent residential space in the downtown area or nearby the lots. The City Clerk's office issues these overnight parking permits at a \$25 monthly rate. Overnight parking involves the hours between 2:00 a.m. and 6:00 a.m.

Overnight parking has been difficult to enforce due to the nature of other duties that prioritize staff time. The Clerk's office is hoping to increase efficiency in monitoring overnight parking permits by updating and amending Chapter 601 Municipal Parking Lots. Once updated, management of these lots may become a better continued partnership between the clerk's department, police department and public works department.

PROPOSED AMENDMENTS

The map of City lots will be updated to include all lots available for public parking. There are eleven (11) lots total, allowing for permitted overnight parking in eight (8) of them. Each of these permitted lots shall have a designated number of spaces allowed for permitting as determined by staff. Overnight permitted parking will not be allowed in the remaining three (3) lots.

ISSUING PERMITS

The City Clerk's office will continue to issue the permits and relay information on a biweekly or monthly basis to other departments to assist in enforcement. Permits are to be hung by the rear view mirror of the vehicle while parked overnight so that it can be easily viewed by an enforcement officer.

Permits are issued for a fee of \$25 per month, or if paying for a full year in advance, this is reduced to \$20 per month.

ENFORCEMENT

Under the proposed amendments, city authorities beyond law enforcement are able to issue citations for parking violations per Chapter 279. This includes a designated public works employee, Marina manager, zoning administrator, and property maintenance staff. The amount of these citations is also recommended to increase to make them worth staff's time to enforce. WI State Statute allows for violations of not less and \$100 and not more than \$300 depending on the violation. The City currently charges \$35.00.

Sequential Ordinance No 2026-2035

ORDINANCE TO REPEAL AND RECREATE CHAPTER 601 (1017) MUNICIPAL PARKING LOTS, ASHLAND CITY ORDINANCES

The Mayor and Common Council of the City of Ashland do ordain as follows:

SECTION I:

Chapter 601 (1017) Municipal Parking Lots *shall be repealed and recreated as Chapter 601 (2026-2035) Municipal Parking Lots as attached.*

SECTION II

Effective Date. *This ordinance shall take effect on the day after publication.*

PASSED: May 12, 2026

PUBLISHED: May 21, 2026

Charles Ortman, Council President

ATTEST:

Denise Oliphant, City Clerk

Matthew MacKenzie, Mayor

APPROVED AS TO FORM:

Katie Posewitz, City Attorney

CHAPTER 601. MUNICIPAL PARKING LOTS.

601.01. Designation of individual parking lots. Mapping of lots outlined in Exhibit A.

(a) City Lot A. That parcel of land at 6th Avenue West and Lake Shore Drive West, described as Lots 23 and 24, Block 73, Vaughn's Division. The described parcel shall hereinafter be referred to as City Lot A.

(b) City Lot B. That parcel of land at Main Street West and 6th Avenue in the City of Ashland, more particularly described as Lots 13-18, inclusive, Block 114, Vaughn's Division. The described parcel shall hereinafter be referred to as City Lot B.

(c) City Lot C. That parcel of land at 3rd Street West and 3rd Avenue West in the City of Ashland, more particularly described as Lots 13-15, inclusive, including that part of Lot 8 lying south of the alley in Block 111, Vaughn's Division, Block 111, Ellis Division. The described parcel shall hereinafter be referred to as City Lot C.

(d) City Lot D. That parcel of land at 3rd Street West and 2nd Avenue West in the City of Ashland, more particularly described as Lots 13-18, inclusive, and the West 40 feet of Lot 19, Block 110, Ellis Division. The described parcel shall hereinafter be referred to as City Lot D.

(e) City Lot E. The parcel of land at 3rd Street West and 4th Avenue West more particularly described as: The N 16' of Lot 6 and all of Lots 7-12, Block 119, Ellis Division; Lots 7-12, Block 119, Vaughn's Division; the east 33 feet of vacated 4th Avenue West and the west 10 feet of the vacated alley adjacent to the above identified lots. The described parcel shall hereinafter be referred to as City Lot E.

(f) City Lot F. The parcel of land at Depot Drive more particularly described as: Lots 5 to 12 Block 152, Ellis Division, and ½ vacated 3rd Avenue West adjacent, and all of vacated alley adjacent, and ½ vacated 4th Street adjacent. The described parcel shall hereinafter be referred to as City Lot F.

(g) N 511 Lake Shore Drive W Lot. That parcel of land at N 511 Lake Shore Drive West more particularly described as: South 100' of Lots 5,6 & 7 Block 71 Vaughn Division

(h) N 6th Avenue Lot. That parcel of land at 110 N 6th Avenue West more particularly described as: Lots 1 through 4, Lots 13 through 24 and the N 40' of Lots 5 through 12 Block 71 Vaughn Division

(i) N Bretting Center Lot. That parcel of land at 400 4th Avenue West more particularly described as: Part of Lots 13 to 18 Block 118 Vaughn's Division & Part of Vac 4th St & Part NE 1/4 NE 1/4 Sec 5 T47N R4W

(j) Central Rail Yard Lot. That parcel of land at 400 4th Avenue West more particularly

described as: Block 154 Ellis Division & 1/2 Vac 4th Ave West Adj & 1/2 Vac 5th St West Adj & That Part of Wilmarth Unplatted Division South of the N Line Of RR R/W & Vac Alley

(k) Purple Park Lot. That parcel of land at Vaughn Avenue and 6th Street West more Particularly Described As: That Part of Lots 1 to 11 & 13 to 19 Block 162 Ellis Division; Including Vacated Alley Adj & 1/2 Vacated 4th Avenue.

601.02. Motorized vehicle use only. All City Lots shall be used exclusively for the off-street parking of motor vehicles subject to the conditions, limitations, and provisions of this ordinance.

(a) For the purpose of this ordinance, allowed motorized vehicles include cars, trucks, and highway approved motorcycles.

(b) Restricted from City parking lot use include:

1. Motor homes, RVs or travel trailers (campers)
2. Boats on or off trailers
3. Off-highway motorcycles (“dirt bikes”)
4. Electric bicycles, scooters, or electric personal assistive mobility devices
5. Seasonal parking or storage of seasonal-use vehicles such as snowmobiles, all-terrain vehicle (ATV), utility terrain vehicle (UTV) and golf carts.
6. Abandoned or inoperable vehicles
7. Construction or agricultural equipment

601.03. Two-hour parking. Portions of all City lots may be limited to two-hour parking. Two-hour parking restrictions shall be designated by posting signs.

601.04. Permitted overnight parking areas. Parking permits are issued as a monthly permit by the City Clerk’s office. All applicants are required to provide the vehicle’s year, make, model, color, and license plate number, as well as the vehicle owner’s name and contact information. All overnight monthly parking permits expire on the last day of each month, requiring renewal by the 1st day of the next month. If the last or first day of the month falls on a Saturday or Sunday, expiration and renewal will be extended to the next business day.

(a) Permit Required. It shall be unlawful for any vehicle to be parked between the hours of 2:00 a.m. and 6:00 a.m. in the permitted overnight parking area without a current parking permit tag attached to said vehicle in a conspicuous place.

(b) Restricted Areas. City lots A through G only shall be allowed for permitted overnight parking areas on a first come, first served basis. No overnight parking is permitted in any other City lots without approval of a City Official.

(c) Posting of Signs. Permitted overnight parking areas shall be designated and in effect by the posting of signs.

(d) Fees. The City shall prescribe the fees as set in Chapter 165 Comprehensive Fee Schedule.

(e) Towing Vehicles. Vehicles unlawfully parked in any City of Ashland parking lot may be towed away at the owner's expense.

601.05. Hours Parking is Prohibited.

(a) 2:00 A.M. to 6:00 A.M. It shall be unlawful for any vehicle to be parked in any City lot between 2:00 a.m. to 6:00 a.m. unless permitted.

601.06. Handicap Parking Area.

(a) A portion of any City lot may be limited to Handicap parking.

(b) Handicap parking areas shall be designated with the posting of signs.

601.07. Enforcement. The provisions of this ordinance shall be enforced by an authority of the City of Ashland per Chapter 279.04.

601.08. Penalties.

(a) Any citations or tickets issued for violation of this ordinance shall carry penalties as follows:

(1) Section 601.02. Any person determined to be in violation of the provisions of this section shall be fined not less than \$100.00, nor more than \$200.

(2) Sections 601.03.

(B) If paid within 14 days from the date of its issuance, the forfeiture shall be \$10.00.

(3) Section 601.04, 601.05, 601.06.

(A) Any person determined to be in violation of the provisions of this section shall be fined not less than \$100.00 nor more than \$300.00.

(b) Each 24-hour period in which a violation continues shall be considered a separate violation.

601.09. Court costs. Any person convicted of any violation of this ordinance shall be responsible for all court costs and reasonable attorney fees incurred by the City of Ashland.

601.10. Presumption. It shall be presumed for the purpose of this ordinance that the registered owner is the operator of any vehicle parked in violation of this ordinance.



SUBJECT: Accept Quote from EcoNorth and Award a Contract for Invasive Species Removal in the Bay City Creek Area (*Public Works*) Roll

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Public Works

CLEARANCES: Public Works Director

EXHIBITS: 1. EcoNorth Quote

EXPENDITURES REQUIRED: \$85,530.00 Project Total
\$ 4,276.50 Contingency (5%)
\$89,806.50 Project Total

AMOUNT BUDGETED: \$90,000.00 - CP 481 Parks & Grounds

APPROPRIATION REQUIRED: N/A

TREASURER'S CERTIFICATE: The Treasurer's Office has certified that EcoNorth is in compliance with the provisions of Ordinance 923.10 Ashland City Ordinances.

COMPLIANCE WITH CHAPTER 51: The Mayor and/or Clerk has consented to placement of this agenda item on the Council agenda as timely action is needed.

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN: The proposed work conforms to the goals and community values identified in the City of Ashland's Comprehensive Plan. The City of Ashland "will work to protect and strengthen our natural setting and resources; our small city character and our sense of community; our heritage; our arts, architectural roots, and recreational assets; and our economic prosperity."

SUMMARY STATEMENT:

At the May 30, 2023 meeting, the City Council accepted a grant from the U.S. Fish and Wildlife Service Coastal Funding program for Bay City Creek Corridor Restoration. One of the objectives of the grant is to remove and treat invasive species to improve the riparian corridor for native plant regeneration and animal species.

Madison Krzciok, Civil Engineer-Utilities has assumed responsibility for the grant and developed specifications for invasive species removal focused on buckthorn removal, canary grass, cattails and wild parsnip treatment. The invasive species removal will be accomplished through a combination of mowing, handcutting, spraying and controlled burning. This work is considered a maintenance activity and, as allowed by City Ordinance Chapter 194 and Wisconsin State Statute 62.15, formal bidding is not required.

Quotes were solicited from EcoNorth (Ashland, WI), Waterhouse Land Management (Barron, WI) and Ecological Strategies, LLC (Pepin, WI). The only quote received was from EcoNorth.

The Public Works Department recommends awarding a contract to EcoNorth. The U.S. Fish and Wildlife Service communicated the need for the City to demonstrate progress on the grant funding in Spring 2026, which can be accomplished by contract approval.

Bay City Creek Invasives Control Proposal

City of Ashland

4/30/2026

Please find my quote below for invasive species control in the Bay City Creek area. Please let me know if you have any questions that I can address.

This quote includes:

- Controlling invasive buckthorn and honeysuckle with multiple treatments this year.
 - First, all invasive shrubs taller than 4 feet would be cut either using a forestry mower or chainsaws. Forestry mowers can only be used on flatter ground and where access is feasible. Forestry mowers would be operated on dry or frozen ground. Where chainsaws are used, the stumps would be treated with an herbicide, using aquatic rated herbicides where appropriate. This primary cut stump treatment can be done anytime from June to late winter.
 - Second, the leaves of the shorter shrubs would be sprayed with appropriate herbicide (triclopyr or triclopyr+metsulfuron) from June-October. Where forestry mowers were used, the resprouts would be controlled in the same way.
 - After these control efforts, Virginia wild rye would be scattered in areas with sufficient light. Recent research shows that planting wild rye after buckthorn control reduces buckthorn seedling survival and growth by 30-40%, including publications from the University of Minnesota’s Cover it Up Program. While this isn’t complete control, it does appear to help work toward long-term management of the species.
- We would control wild parsnip around the snow dump area and adjacent areas of Bay City Creek with two treatments using metsulfuron. In early June and again in late June, we would apply herbicide to the leaves of the plant. The second visit helps to control any flowering plants that were missed in the first visit, before they go to seed.
- We would install firebreaks and conduct a prescribed burn on the Ashland School District’s 29.3 acre field. Burning this field would help to reduce invasive reed canary grass and cattail, while promoting species diversity within the burned area. This burn would be best done in the fall.

Item	Cost	Unit	Planned Unit	Line\$
buckthorn initial (mowing or handcut)	\$ 1,900.00	per acre	31	\$ 58,900.00
buckthorn secondary (backpack foliar spray	\$ 400.00	per acre	31	\$ 12,400.00
seeding, VA wild rye	\$ 130.00	per acre	31	\$ 4,030.00
Parsnip treatment around snow dump	\$ 3,200.00	per job	1	\$ 3,200.00
Firebreaks and burning in 29.3 ac Ashland School field	\$ 7,000.00	per job	1	\$ 7,000.00

\$ 85,530.00

SUBJECT: Agreement for Professional Services between the City of Ashland and MSA Professional Services for an Invasive Species Management Plan and Additional Environmental Services (*Public Works*) Roll

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Public Works

CLEARANCES: Public Works Director

EXHIBITS: 1. Request for Qualifications - Invasive Species Management Plan - City of Ashland

EXPENDITURES REQUIRED: TBD- provided at meeting

AMOUNT BUDGETED: \$300,000- WI DNR Great Lakes Restoration Initiative

APPROPRIATION REQUIRED: N/A

TREASURER'S CERTIFICATE: The Treasurer's Office has certified on that MSA Professional Services is in compliance with the provisions of Ordinance 923.10 Ashland City Ordinances.

COMPLIANCE WITH CHAPTER 51: The Mayor and/or Clerk has consented to placement of this agenda item on the Council agenda as timely action is needed.

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN: The proposed work conforms to the goals and community values identified in the City of Ashland's Comprehensive Plan. The City of Ashland "will work to protect and strengthen our natural setting and resources; our small city character and our sense of community; our heritage; our arts, architectural roots, and recreational assets; and our economic prosperity."

SUMMARY STATEMENT:

At the September 10, 2024 meeting, the City Council accepted a grant from the Wisconsin Department of Natural Resources (WI DNR) Great Lakes Restoration Initiative (GLRI) Funding program for invasive species removal/restoration at various city-owned parklands, undeveloped green spaces, and other publicly owned land in the City of Ashland.

One of the requirements of the grant is utilize professional services to develop an invasive species management plan. In addition, the scope of work described in the grant requires some specialized assistance on activities such as permitting for aquatic plant management and mapping efforts to identify the location of invasive species in the City to better inform removal/restoration efforts.

Madison Krzciok, Civil Engineer-Utilities has assumed responsibility for the grant and developed a request for qualifications (RFQ) for the above described scope of work. Submittals were received from three firms qualified to complete the work. Public Works and Parks & Recreation staff evaluated the proposals and selected MSA Professional Services as the firm most qualified to complete the work in the required timeframe.

Negotiations on the scope of work with MSA Professional Services are on going and information regarding the cost and proposal will be provided to Council prior to or at the meeting.



Request for Qualifications

Invasive Species Management Plan and Additional Environmental Services

City of Ashland, WI

The City of Ashland (City) is soliciting proposals from qualified consulting firms with experience in invasive species management projects and associated environmental services. Qualified firm shall possess knowledge and expertise in the field of environmental consultation.

The Great Lakes Restoration Initiative (GLRI) is funding the eligible costs of this project. This is a federal program; all work must comply with applicable GLRI and WI-DNR requirements.

Project Description: The project focuses on City owned parklands, undeveloped green spaces, and other publicly owned land in the City of Ashland (School District of Ashland School Forest). The invasive species targeted for removal include (but are not limited to) buckthorn (common and glossy), Japanese honeysuckle, garlic mustard, purple loosestrife, non-native cattails, bohemian knotweed, etc. The project also consists of replanting treated areas with a variety of climate resilient native species. Priority would be given to high-traffic areas (such as Prentice Park, the Lake Superior Shoreline, and the Ashland School Forest) within the City limits and designated as public lands for management and restoration. The City will implement invasive species prevention actions such as boot brushes, community/youth outreach, and environmental educational signage as relates to climate change and invasive species control.

Specific services from a Consultant are requested to support and guide the City's efforts on this project. The Consultant shall complete all permitting requirements necessary to perform the invasive species work (including but not limited to an Aquatic Plant Management permit), as well as update existing maps of invasive species within City-owned land (which may include site visits). The Consultant shall prepare an Invasive Species Management Plan for the City, developed with inputs from the community and project partners. The developed management plan will analyze and present recommendations on the following and be delivered to the City by August 1, 2026:

- Summary of historical activities in the City that have contributed to the proliferation of invasive species
- Present findings, based on discussions with partners and other interested parties, of prior efforts to control invasive species in the City
- Describe applicable capacity building activities that the City could pursue in support of improve invasive species control efforts, including priorities to reduce the presence of invasive species, workforce development initiatives to promote control, and potential local/regional partnership.
- Define and set specific targets for species densities, treatment schedules, and priority areas within the City of Ashland based on existing information (location, type, density, growth).

PROPOSAL SUBMITTAL

Proposals are to be submitted no later than **April 8th, 2026, 1:00 pm (Central)** and include the following information:

1. Statement on ability to provide personnel qualified in the field of invasive species management to perform the work outlined
2. Capacity to accomplish the work timeframe required by the City's grant;
3. Previous experience with delivering environmental management plans to local governments or applicable organizations. Include contact information for references from previous projects.

Proposals shall be limited to four (4) pages in length and shall be e-mailed in PDF format to the Primary Contact Person listed below. Questions regarding the RFQ shall also be directed to the Primary Contact Person.

Primary Contact Person:

[Madison Krzciok, Civil Engineer - Utilities](#)

[Phone: 715-685-1650](tel:715-685-1650)

[Email: mkrzciok@coawi.org](mailto:mkrzciok@coawi.org)

SELECTION PROCESS

Responses to this RFQ will be evaluated by a three (3) person committee consisting of City staff and/or elected or appointed representatives of the City, who will independently score the responses as follows:

1. Qualifications of personnel identified to perform the work (20 pts max)
 2. Ability to complete the work in the required timeframe (20 pts max)
 3. Previous experience with delivering management plans (20 pts max)
- 60 pts total

The City will contact the Consultant with the highest scoring, as determined by the committee, and initiate negotiations for the detailed scope of services, associated fee schedule, and timeline for completion in accordance with WI-DNR requirements. The City reserves the right to end negotiations if agreement with the hiring scoring Consultant cannot be reached and engage the 2nd highest scoring consultant. The City also reserves the right to waive any minor informality in the RFQ.

TERM OF AGREEMENT

It is intended that this agreement will be for the duration of the project design. The agreement for consulting services may be terminated by either party by thirty days written notice. The agreement is non-exclusive and allows the City of Ashland to obtain consulting services from other providers if, for any given project, it determines such services to be necessary.

SUBJECT: Contract Agreement between the City of Ashland and Hydro Klean, LLC for the 2026 Sanitary Sewer Cleaning & Televising Project (*Public Works*) Roll

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: Public Works

CLEARANCES: Public Works Director
Utility Manager

- EXHIBITS:**
- 1. Contract Agreement between the City of Ashland and Hydro Klean, LLC
 - 2. Hydro Klean, LLC Quote
 - 3. Great Lakes TV Seal, Inc Quote
 - 4. Green Bay Pipe & TV Quote

EXPENDITURES REQUIRED: \$ 55,052.58 Sewer Main Cleaning- Easements
\$ 5,505.24 Contingency (10%)
\$ **60,557.82** Project Total

AMOUNT BUDGETED: \$ 70,000.00 Fund 690- 2022 Wastewater Operating Budget

APPROPRIATION REQUIRED: \$0

TREASURER'S CERTIFICATE: The Treasurer's Office has certified that Hydro Klean, LLC is in compliance with the provisions of Ordinance 923.10 Ashland City Ordinances.

COMPLIANCE WITH CHAPTER 51: The Mayor and/or Clerk has consented to placement of this agenda item on the Council agenda as timely action is needed.

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN: The proposed work conforms to the goals and community values identified in the City of Ashland's

Comprehensive Plan. This item conforms to the Ashland Comprehensive Plan in that it is "...in accordance with existing and future needs, best promote public health, safety, morals, and the general welfare..." for the City's residents and community.

SUMMARY STATEMENT:

Since 2019, the City has met and significantly exceeded the collection system maintenance goals required by the Utility's Capacity, Management, Operation, and Maintenance (CMOM) plan. The Wisconsin Department of Natural Resources (WI DNR) required the City to implement the CMOM plan in response to observed sewage overflows, and the plan specifically requires the City to clean 20% (10.7 miles) and televise 5% (2.7 miles) of sewer main per year.

Meeting the CMOM requirements was initially accomplished with reliance on contracted services but in recent years staff took on more of a lead role in collection system maintenance, resulting in a decrease in expenses associated with contracting.

In 2026, the Wastewater Utility needs to accomplish cleaning of sewer mains located in easement areas (locations not accessible via a developed alley or roadway). It is recommended to contract for cleaning in these areas as the easements are private property and the Wastewater Utility lacks equipment to access these areas without damaging private property. Approximately 4.2 miles will be cleaned via contracted services and 6.5 miles will be cleaned by staff.

Green Bay Pipe & TV, Inc completed this work for the City in 2024 & 2025. Hydro Klean, LLC completed this work for the City from 2019-2023.

The Wastewater Utility Foreman solicited quotes for the work in 2026. Green Bay Pipe & TV's cost significantly increased. Great Lakes TV Seal, Inc provided a price of \$54,594.65 while Hydro Klean, LLC provided a price of \$55,052.58. However, the Great Lakes TV Seal, Inc quote was annotated with a disclaimer that the contractor cannot guarantee that the work will be completed in 2026 due to work load capacity issues.

Therefore, the Utility Manager is requesting Council approval of Hydro Klean's proposal based on their ability to complete the work in the required timeframe.

Sanitary sewer cleaning is considered a maintenance activity and, as allowed by City Ordinance Chapter 194 and Wisconsin State Statute 62.15, formal bidding is not required.

The Public Works Department recommends accepting the bid proposal and entering into an agreement with Hydro Klean, Inc for sanitary sewer main cleaning services at a cost not to exceed \$55,052.58.



CONTRACT AGREEMENT

THIS AGREEMENT is by and between The City of Ashland Wisconsin ("Owner") and Hydro Klean, LLC ("Contractor"), dated May 13, 2026.

Owner and Contractor, in consideration of the mutual covenants hereinafter set forth, agree as follows:

1. - WORK

Furnishing of all labor, tools, materials, equipment and incidentals necessary for the cleaning of sanitary sewer mains located within the City of Ashland's sanitary sewer collection system, as specified in the attached Contract Documents, including technical specifications, exhibits, appendices and all associated documents referenced there herein.

2. - THE PROJECT

2.1. The Project for which the Work under the Contract Documents is performed may be generally described as: 2026 Sewer Cleaning.

2.2. The cleaning of sanitary sewer mains and located within the City of Ashland's sanitary sewer collection system.

3. - GENERAL CONDITIONS

3.1. Protection of Work

3.1.1. The Contractor shall protect at all times the property of the Owner, existing improvements, and the work being completed by the Contractor and others from abuse, damage, dust, debris, and other objectionable materials resulting from completion of the work.

3.1.2. Any damage to the property of the Owner, including the sanitary sewer system, shall be repaired and restored back to original condition at the expense of the Contractor.

3.2 Completion of the Work

3.2.1 The Contractor is responsible for furnishing of all labor, tools, materials, equipment, and incidentals, including traffic control, necessary for the cleaning of sanitary sewer mains as specified in the Contract Documents

4.- RESTORATION

4.1 Any damage to the existing sanitary sewer collection system or disturbance to land areas, buildings or property adjacent to the system caused by the contractor during the installation of the completion of the work shall be repaired and restored back to original condition at the expense of the contractor.

5. - OTHER REQUIREMENTS

5.1. The contractor shall work in as judicious a manner as possible. All work must be substantially completed by no later than October 2, 2026, with a Notice to Proceed distributed no later than May 22, 2026.

5.4. On a daily basis, the Contractor shall completely remove equipment, tools, materials, or other debris associated with its work from the daily work area.

5.5. The contractor shall minimize the impact of the construction on the operations of the general public by limiting project work to the hours of 7am and 5pm and coordinating directly with the Owner's representative for the completion of the work on City roadways with a designated functional classification.

6.-SAFETY

6.1. Contractor is responsible for placing and maintaining traffic and work site safety barricades and signage when performing work in or near public areas or private property and taking all other measures necessary to ensure work site safety.

7. – PROJECT REPRESENTATIVE

7.1. The Project will be administered by the City of Ashland Collection System Foreman, hereinafter called Foreman who is to act as Owner's representative. The Foreman shall assume all duties and responsibilities and have the rights and authority assigned to the Foreman in connection with completion of the Work in accordance with the Contract Documents.

7.2. The Foreman will utilize other City staff to provide onsite inspection and to support the Contractor in providing system access and other coordination necessary for completion of the work.

8. - CONTRACT TIMES

8.1 Dates for Substantial Completion and Final Payment. The work will be Substantially Complete on or before October 2, 2026. The work should be completed and ready for Final Payment on or before October 2, 2026.

8.2 Liquidated Damages. Owner and Contractor recognize that time is of the essence for this Agreement and that the Owner will suffer financial loss if the Work is not completed within the times specified above, plus any extensions thereof allowed in accordance with Article 8 of the Contract Agreement. The parties also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree

that as liquidated damages the Contractor shall pay Owner \$500 for each calendar day that expires after the dates specified in this agreement for Substantial Completion until the Work is substantially complete. After Substantial Completion, if Contractor shall neglect, refuse or fail to complete the remaining Work within the Contract Time or any proper extension thereof granted by Owner, Contractor shall pay Owner \$500 for each calendar day that expires after the dates specified in this agreement for completion and readiness for final payment until the work is completed and ready for final payment.

8.3 Neither party shall be liable for any failure or delay in performance under this Agreement (other than for delay in the payment of money due and payable hereunder) to the extent said failures or delays are proximately caused by causes beyond that party's reasonable control and occurring without its fault or negligence, including, without limitation, failure of suppliers, subcontractors, and carriers, provided that, as a condition to the claim of nonliability, the party experiencing the difficulty shall give the other prompt written notice, with full details following the occurrence of the cause relied upon. Dates by which performance obligations are scheduled to be met will be extended for a period of time by use of a Change Order equal to the time lost due to any delay so caused.

9. - CONTRACT PRICE

Owner shall pay Contractor for completion of the Work in accordance with the contract documents an amount in current funds equal to the sum of the amounts determined pursuant to the following paragraphs:

9.1. The Contractor agrees to perform all of the work required by the Contract Documents and comply with the terms therein, unless modified by a Change Order, for the price as listed on the Contractor's Quote for 2026 Sewer Cleaning Project totaling a Bid amount of \$55,052.58.

9.2. Change Order

9.2.1 Any proposed changes by the contractor that will result in costs exceeding contractor's original bid price of \$55,052.58 will require a written change order.

9.2.2 All change orders will require the recommendation of the Foreman and approval of the expenditures by the City Administrator. The approval of change orders by the City shall be made in a timely manner that will not significantly delay the Contractor's progress. The approval or disapproval by the City of each change order shall be decided within three business days.

9.2.3. Verbal acknowledgement for changes to project work or project materials is not authorized. Acknowledgment of, or agreement to changes by any persons other than the Foreman and/or the City Administrator are not authorized.

9.2.4. Proposed changes by the contractor that are not agreed to by the Foreman and the City Administrator will be subject to review by the City Council.

10. - PAYMENT PROCEDURES

10.1. In accordance with Contractor's Proposal, the Contractor shall purchase and supply all equipment, parts and components as specified in the Contract Documents.

10.2 The contractor may request a progress payment once a month while performing the work described in the Contract. Contractor shall submit to Owner for review an Application for Payment filled out and signed by Contractor covering the Work completed as of the date of the Application and accompanied by such supporting documentation as is required by the Contract Documents.

10.3 Upon final completion and acceptance of the Work, Owner shall pay the Contract Price, less any completed progress payments, as recommended by the Utility Manager within 30 days of submittal. Contractor shall submit to Owner for review a final Application for Payment filled out and signed by Contractor covering the Work completed and accompanied by such supporting documentation as is required by the Contract Documents.

10.3.1 Contractor shall submit affidavit of debts and claims and affidavit of release of liens with final pay request including subcontracted work or equipment.

10.4 This contract includes a provision which allows the governmental body that is authorized to enter into the contract to make direct payment to subcontractors or to pay the prime contractor with checks that are made payable to the prime contractor and to one or more subcontractors. WI Statute (779.14(d)(1)(a)).

11. - CONTRACTOR'S REPRESENTATIONS AND ASSURANCES

Contractor makes the following representations:

11.1. Contractor has visited the Site and become familiar with and is satisfied as to the general, local, and site conditions that may affect cost, progress, and performance of the Work.

11.2. Contractor is familiar with and is satisfied as to all federal, state, and local Laws and Regulations that may affect cost, progress, and performance of the Work.

11.3 The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

11.4. Contractor's Liability Insurance

The City of Ashland shall be named as an additional insured, on a primary basis. The limits of liability for the insurance required shall provide coverage for not less than the following amounts or greater where required by Laws and Regulations:

- i. Worker's Compensation and related coverages:
 - a. State: Statutory
 - b. Applicable Federal (e.g., Longshoreman's): Statutory
 - c. Employer's Liability:
 - 1) Bodily Injury by Accident \$500,000 Each Accident
 - 2) Bodily Injury by Disease \$500,000 Each Employee
 - 3) Bodily Injury by Disease \$500,000 Policy Limit

- ii. CONTRACTOR'S General Liability shall also include:
 - a. General Aggregate \$1,000,000
 - b. Products- Completed Operations Aggregate \$1,000,000
 - c. Personal and Advertising Injury \$1,000,000
 - d. Each Occurrence (Bodily Injury and Property Damage) \$1,000,000
 - e. Damage liability insurance will provide Explosion, Collapse, and Underground coverages where applicable.
 - f. Excess or Umbrella Liability
 - 1) General Aggregate \$2,000,000
 - 2) Each Occurrence \$2,000,000

- iii. Automobile Liability
 - a. Combined Single Limit (Bodily Injury and Property Damage)
 - Each Accident \$1,000,000

- iv. Contractual Liability coverage shall provide coverage for not less than the following amounts:
 - a. Bodily Injury:
 - Each Accident \$1,000,000
 - Annual Aggregate \$1,000,000
 - b. Property Damage:
 - Each Accident \$1,000,000
 - Annual Aggregate \$1,000,000

11.6 Contractor shall submit a one year warranty on installation of all work on the project from final completion.

12. - ASSIGNMENTS OF CONTRACT

No assignment by a party hereto of any rights under or interests in the Contract will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

13. - PARTNERS, SUCCESSORS, ASSIGNS AND LEGAL REPRESENTATIVES

Owner and Contractor each binds itself, its partners, successors, assigns, and legal representatives to the other party hereto, its partners, successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

14 – SEVERABILITY

Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Contractor, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

15.- ORDER OF PRECEDENCE

Any inconsistency between this Contract and the Contractor's Proposal shall be resolved by giving precedence in the following order:

1. Contract Agreement dated May 13, 2026.
2. Contractor's Quote dated April 1, 2026.

IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement. Counterparts have been delivered to Owner and Contractor. All portions of the Contract Documents have been signed or have been identified by Owner and Contractor or on their behalf.

OWNER

CONTRACTOR

City of Ashland _____

By: _____
Brant Kucera, City Administrator

By: _____

Title: _____

License No: _____



Hydro-Klean, LLC
 333 NW 49th Place
 Des Moines, IA, 50313
 Phone: 515-283-0500

Quote

Quote Nbr.: PQ009060
 Order Date: 04/01/2026
 Valid Until: 06/30/2026
 Sales Person: Alex Underwood
 Customer ID: 100260
 Payment Terms: Net 30 Days

Job Site:
 City of Ashland, WI
 2020 Sixth Street East
 Ashland WI 54806
 United States of America

Bill to:
 City of Ashland, WI
 2020 Sixth Street East
 Ashland WI 54806
 United States of America

Job Description

Per unit and time and materials cost (if applicable) to conduct the Pipeline Inspection and Proactive Evaluation program as described to the customer. Pricing is conditional to the acceptance and execution of the Pipeline Inspection and Proactive Evaluation Service Agreement.

HK will mobilize to Ashland, WI for easement cleaning on 22,119 LF of sanitary sewer.

This quote is based on customer providing waste disposal for HK.

Pricing does not include bonding fees, applicable taxes, or any special permits.

Pricing does not include prevailing wage rates, if applicable.

RESC. QTY.	ITEM	QTY.	UOM	PRICE	Amount
	Easement Cleaning 8"-12"	10,927.0000	FOOT	2.4200	26,443.34
	Easement Cleaning 15"-19"	2,566.0000	FOOT	2.4200	6,209.72
	Easement Cleaning 20"-29"	9,256.0000	FOOT	2.4200	22,399.52

**Recommend HK*

***NOTE: Quote does not include any applicable taxes**

Prepared By: Alex Underwood Accepted By: _____ *Quote Total: 55,052.58
 Approved By: Wade Anderson Date: _____
 PO#: _____



3600 Kewaunee Road
 Green Bay, WI 54311
 Phone: (920) 863-3663
 Fax: (920) 863-3662

Quotation

Quote Number
28007

Quote Date
Apr 17, 2026

Quoted to:

ASHLAND WASTEWATER / WATER
 2020 6th Street East
 Ashland, WI 54806

Page
1

Quote Good Thru	Payment Terms	Sales Rep
5/17/26	Net 30 Days	

Description	Unit of Measure	Quantity	Unit Price	Extension
SANITARY SEWER EASEMENT AND INTERCEPTOR CLEANING	.			
MOBILIZATION/DEMOBILIZATION - JET VAC AND CREW	EACH	1.00	2,615.000	2,615.00
SANITARY SEWER EASEMENT CLEANING (THREE PASSES) HEAVY CLEANING INVOICED AT \$325/HR	FOOT	22,119.00	2.350	51,979.65
ASHLAND TO PROVIDE A PLACE TO DISPOSE OF DEBRIS REMOVED FROM SEWER	.			
CAN NOT GUARANTEE ALL MANHOLES ARE ACCESSIBLE ENOUGH TO CLEAN ALL SECTIONS	.			
OUR WORK LOAD IS AT CAPACITY. WE CAN NOT GUARANTEE A 2026 COMPLETION.	.			

Please notify Great Lakes within 30 days if the quotation is accepted and the above prices will be honored. This acknowledgment will enable us to schedule your work more efficiently. If prevailing wages apply - this quote will be adjusted accordingly. Bond fee and/or additional insurance requirements are not included in the quote amount. If applicable, add the amount(s) to this quote.

Subtotal	54,594.65
Sales Tax	
Total	54,594.65



1100 Columbia Avenue
Green Bay WI 54303

Bid Proposal

Date	Estimate #
3/27/2026	2645

Name / Address
City of Ashland 601 Main Street West Ashland, WI 54806

PROJECT
2026 Easement Cleaning



DESCRIPTION	QTY	COST	TOTAL
Jet/Vac Sewers-8" Sanitary Easement Area	10,297	3.25	33,465.25
Jet/Vac Sewers-15" Sanitary Easement Area	2,566	3.35	8,596.10
Jet/Vac Sewers-24" Sanitary Easement Area	408	3.65	1,489.20
Jet/Vac Sewers-27" Sanitary Easement Area	8,848	3.95	34,949.60
Mobilization	1	3,300.00	3,300.00
<p>CLEANING CONSISTS OF 3 PASSES.</p> <p>HEAVY CLEANING IS \$385.00 PER HOUR-TO BE APPROVED BY THE CITY BEFORE PERFORMING.</p> <p>WATER FOR THE PROJECT TO BE PROVIDED BY THE CITY OF ASHLAND.</p> <p>DUMPSITE FOR DEBRIS TO BE PROVIDED BY THE CITY OF ASHLAND.</p>			
Bid proposal is good for 45 days Authorized Signature:Stephanie De Keyser		TOTAL	\$81,800.15

Any bond fee and/or additional insurance requirements are not included in the quote given. If applicable, add the amount to this quote.

Signature/Date _____

www.greenbaypipe.net

Phone #	Fax #
920-490-5501	920-490-6242

SUBJECT: Introduction of Resolution to Discontinue Undeveloped Right-of-Way Located at that Portion of 21st Avenue East Adjacent to Parcel Nos. 201-03768-0000 and 201-03717-0000, and Undeveloped Right-of-Way Adjacent to Parcel Nos. 201-03717-0000 and 201-05077-0200. (*Planning and Development*) Roll.

RECOMMENDATION: Vote to Introduce the Resolution and refer it to Plan Commission for a recommendation.

DEPARTMENT OF ORIGIN: Planning & Development

CLEARANCES: Planning and Development Director
City Attorney

EXHIBITS: 1. Introduction Resolution
2. Certified Survey Map - Preliminary

EXPENDITURES REQUIRED: NA

AMOUNT BUDGETED:

APPROPRIATION REQUIRED:

TREASURER'S CERTIFICATE: N/A

COMPLIANCE WITH CHAPTER 51: Section 51.26 (b) of Chapter 51, Ashland City Ordinances, permits the Mayor and/or Clerk to schedule items directly for Council action. The Mayor and/or City Clerk has chosen to direct this item directly to Council pursuant to the authority granted to them in Chapter 51, Ashland City Ordinances.

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN: The proposed right-of-way vacation is not in conflict with the City's Comprehensive Plan. The right-of-way

discontinuance is necessary in order to combine existing City-owned land area east of Public Works into one combined parcel to transfer in exchange for the properties Mr. Bill Gast owns on the west side of the City. Mr. Gast would transfer the currently City-owned property to the new owner of Chicago Iron. The Future Land Use Map of the Comprehensive Plan shows the property as located in the overlap of the Traditional Neighborhood & Mixed Use and Low/Mod Density and Special District Future Land Uses. The Comprehensive Plan does not call out specific recommended uses for the Low/moderate density and Special Districts zones. The plan explains that a land use map at the scale provided for the Future Land Use Map cannot illustrate all existing or desired conditions at the ground level within neighborhoods. Chicago Iron is an existing use that has been industrial in nature for the past several years. The new owner is taking steps to clean up the property and streamline operations to make the front of the property more commercial rather than industrial in nature. With the proposed right-of-way vacation, the City can combine the multiple parcels and rights-of-way into one parcel.

SUMMARY STATEMENT:

City staff have had several discussions with property owner, Mr. Bill Gast, who owns properties that contain the cross-country ski trails near the medical center. A volunteer group maintains the trails which are open for public use. The parcels have limited potential for development and the ski trails are well-used.

Mr. Gast approached the City asking if it would be interested in doing a land swap in which he would give the City his properties that contain the ski trails, and he would take ownership of the City-owned property immediately east of Public Works, including a few undeveloped rights-of-way. Mr. Gast would then sell the property he obtains out of the land swap to Chicago Iron, who may install a customer driveway and parking for the retail component of their business. City staff discussed this proposal with Mr. Gast and are supportive of the proposal.

Staff agreed to initiate the process of vacating the rights-of-way. For a City-initiated right-of-way vacation, Chapter 618.03 applies, the first step of the process is for the City Council to introduce a resolution declaring the discontinuance. The Plan Commission will review and make a recommendation to Council on the discontinuance prior to Council holding a required public hearing and taking final action at least 40 days after the introduction of the resolution.

Staff informed Council of this request at their March 31, 2026 Committee of the Whole meeting and worked with a surveyor to finalize a Certified Survey Map (CSM) and legal description for the rights-of-way to be vacated. Staff then finalized the resolution so Council can formally introduce the finalized resolution and begin the process to vacate the rights-of-way. Staff requests that Council vote to formally introduce the resolution and refer the right-of-way vacations to the Plan Commission for a recommendation prior to a public hearing and vote at Council.

RESOLUTION No. XXXXX

RESOLUTION TO DISCONTINUE UNDEVELOPED RIGHT-OF-WAY LOCATED AT THAT PORTION OF 21ST AVENUE EAST ADJACENT TO PARCEL NOS. 201-03768-0000 AND 201-03717-0000, AND UNDEVELOPED RIGHT-OF-WAY ADJACENT TO PARCEL NOS. 201-03717-0000 AND 201-05077-0200

WHEREAS, pursuant to Wis. Stat. §66.1003 and City Ordinance 618.03, the Common Council of the City of Ashland introduced this resolution to discontinue a portion of right of way in the City of Ashland, Ashland County, Wisconsin, identified as:

A PORTION OF 21ST AVE. E. & 7TH ST. E. LOCATED ADJACENT TO BLOCKS 88, 111 & 113 OF LAKE SHORE ADDITION AS LOCATED IN PORTIONS OF THE SE ¼ - NW ¼ & NE ¼ - SW ¼, SECTION 34, TOWNSHIP 48 NORTH, RANGE 4 WEST, CITY OF ASHLAND, ASHLAND COUNTY, WI MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE N ¼ CORNER OF SAID SECTION; THENCE S00°23'35"W ALONG THE MONUMENTED EAST LINE OF THE NW ¼ A DISTANCE OF 1,400.32 FEET TO THE INTERSECTION WITH THE NORTHERLY RIGHT OF WAY OF 7TH ST. E. WHICH IS THE POINT OF BEGINNING; THENCE S00°23'35"W AND CONTINUING ALONG SAID MONUMENTED EAST LINE A DISTANCE OF 78.28 FEET TO THE INTERSECTION WITH THE SOUTHERLY RIGHT OF WAY OF 7TH ST. E.; THENCE S57°51'37"W ALONG SAID SOUTHERLY RIGHT OF WAY A DISTANCE OF 107.35 FEET; THENCE N59°41'20"W A DISTANCE OF 176.29 FEET TO THE INTERSECTION WITH THE WEST LINE OF 21ST AVE. E.; THENCE N32°23'51"W ALONG SAID WEST LINE A DISTANCE OF 208.29 FEET TO THE SOUTHERLY RIGHT OF WAY OF 6TH ST. E.; THENCE N57°47'15"E ALONG SAID SOUTHERLY RIGHT OF WAY A DISTANCE OF 60.00 FEET TO THE INTERSECTION WITH THE EASTERLY RIGHT OF WAY OF 21ST AVE. E.; THENCE S32°23'51"E ALONG SAID RIGHT OF WAY A DISTANCE OF 298.67 FEET TO THE INTERSECTION WITH THE NORTHERLY RIGHT OF WAY OF 7TH ST. E.; THENCE N57°51'37" E ALONG SAID RIGHT OF WAY A DISTANCE OF 170.58 FEET TO THE POINT OF BEGINNING.

WHEREAS, the Common Council finds it to be in the public interest to discontinue the above-mentioned right-of-way, with the exception of any needed easements for public utilities and access to public utilities, including but not limited to: water, sewer, electric, and natural gas utilities, which interests are specifically reserved by and for the benefit of the City of Ashland and any other public utility; and,

WHEREAS, the Plan Commission considered this matter at its May XX, 2026, meeting and recommended that the Common Council approve the resolution to discontinue the above-mentioned right of way;

WHEREAS, the Common Council held a public hearing on June XX, 2026, notification of which was given by publishing the notice of the hearing in the newspaper and notifying abutting property owners as required by Wis. Stat. §66.1003;

RESOLUTION No. XXXXX

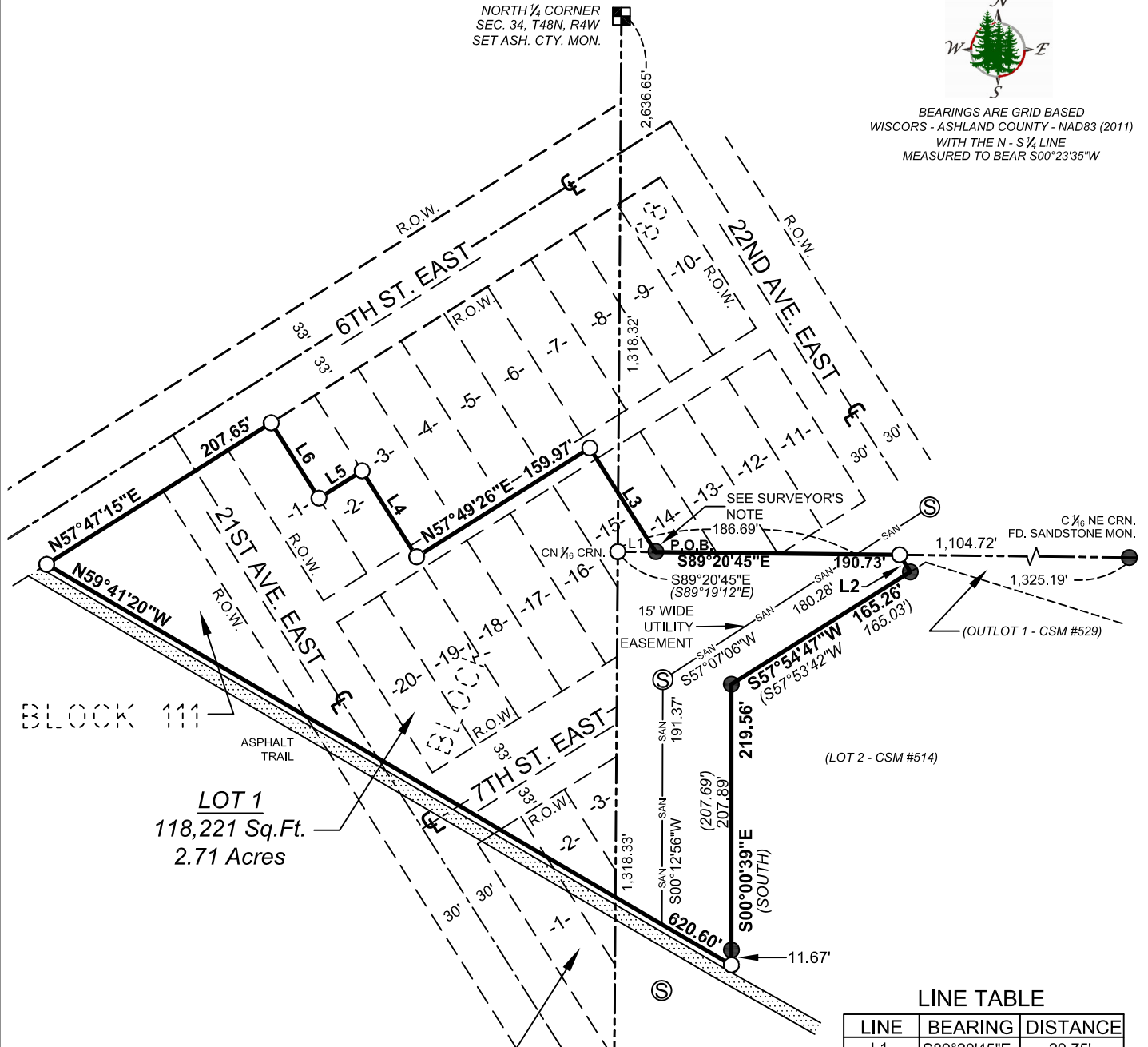
WHEREAS, the Common Council gathered public input to confirm that it is in the best interests of the City to discontinue and vacate the above-mentioned right-of-way and deems it is in the best interest of the City to vacate said right-of-way;

NOW, THEREFORE, BE IT RESOLVED that the Common Council of the City of Ashland hereby vacates and discontinues the above described undeveloped right-of-way, and relinquishes all claims and responsibilities pertaining thereto contingent upon the following conditions:

NORTH 1/4 CORNER
SEC. 34, T48N, R4W
SET ASH. CTY. MON.



BEARINGS ARE GRID BASED
WISCORS - ASHLAND COUNTY - NAD83 (2011)
WITH THE N - S 1/4 LINE
MEASURED TO BEAR S00°23'35"W



BLOCK 111

ASPHALT TRAIL

LOT 1
118,221 Sq.Ft.
2.71 Acres

BLOCK 113

SURVEYOR'S NOTE:
1.) THIS MONUMENT HAS BEEN CALLED OUT AS BEING THE CN 1/16 CORNER BY NELSON SURVEYING ON MANY CSM'S. THIS MONUMENT IS NOT THE CN 1/16 CORNER. I SET THE TRUE CN 1/16 CORNER DURING THIS SURVEY.

LEGEND

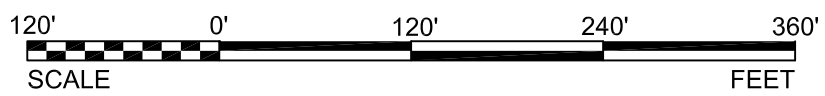
- -SET 1" O.D. x 18" IRON PIPE WEIGHING 1.13 LBS PER LIN. FOOT
- -FD. 1" O.D. IRON PIPE (UNLESS OTHERWISE NOTED)
- () -RECORDED AS DIMENSION
- ⊙ -SANITARY MANHOLE
- SAN -SANITARY LINE

CENTER 1/4 CORNER
SEC. 34, T48N, R4W
FD. 1 1/2" IRON PIPE

FIELDWORK COMPLETED:
4/16/26

LINE TABLE

LINE	BEARING	DISTANCE
L1	S89°20'45"E	29.75'
L2	S32°20'00"E	15.72'
L3	S32°22'46"E	96.47'
L4	S32°23'29"E	79.69'
L5	N57°48'20"E	40.00'
L6	S32°23'40"E	69.68'



Pine Ridge Land Surveying, LLC.
Professional Land Surveying Services
Value & Quality in a Timely Manner...
PATRICK A. MCKUEN, PLS
1424 1/2 Lake Shore Dr. W.
Ashland, Wisconsin
Phone (715) 682-2969
WWW.PINERIDGESURVEYING.COM
PROJECT NO. COA26 - 34-48-4
SHEET 1 OF 2 SHEETS

ASHLAND COUNTY CERTIFIED SURVEY MAP NO. _____

LOT 1 & THE SOUTH 1/2 OF LOT 2 & LOTS 15 - 20 TOGETHER WITH THE VACATED ALLEY ADJACENT, BLOCK 88, TOGETHER WITH PART OF LOT 2 & ALL OF LOT 3, BLOCK 113, TOGETHER WITH PART OF BLOCK 111, TOGETHER WITH VACATED 21ST AVE. E. & 7TH ST. E. ADJACENT, LAKE SHORE ADDITION, SECTION 34, TOWNSHIP 48 NORTH, RANGE 4 WEST, CITY OF ASHLAND, ASHLAND COUNTY, WI.

Surveyor's Certificate

I, Patrick A. McKuen, Registered Land Surveyor S-2992, hereby certify that I have surveyed, divided and mapped; Lot 1 & the south 1/2 of Lot 2 & Lots 15 - 20 together with the vacated alley adjacent, Block 88, together with part of Lot 2 & all of Lot 3, Block 113, together with part of Block 111, together with vacated 21st Ave. E. & 7th St. E. adjacent, Lake Shore Addition, Section 34, Township 48 North, Range 4 West, City of Ashland, Ashland County, WI more particularly described as follows:

Commencing at the N 1/4 corner of said section; Thence S00°23'35"W along the monumented west line of the NE 1/4 a distance of 1,318.32 feet to the CN 1/6 corner; Thence S89°20'45"E along the monumented south line of the NW 1/4 - NE 1/4 a distance of 29.75 feet to the intersection with the east line of Lot 15, Block 88, Lakeshore Addition which point is the Point of Beginning; Thence S89°20'45"E along the south line of the NW 1/4 - NE 1/4 a distance of 190.73 feet; Thence S32°20'00"E a distance of 15.72 feet; Thence S57°54'47"W along the northwesterly line of Lot 2 of CSM #514 a distance of 165.26 feet; Thence S00°00'39"E along the west line of Lot 2 of CSM #514 a distance of 219.56 feet; Thence N59°41'20"W a distance of 620.60 feet to the south right of way of 6th St. E.; Thence N57°47'15"E along said south line a distance of 207.65 feet to the northeast corner of Lot 1, Block 88, Lakeshore Addition; Thence S32°23'40"E along the east line of said Lot 1 a distance of 69.68 feet; Thence N57°48'20"E a distance of 40.00 feet to the east line of Lot of Block 88, Lakeshore Addition; Thence S32°23'29"E along said east line a distance of 79.69 feet to the centerline of the vacated alley; Thence N57°49'26"E along said centerline a distance of 159.97 feet; Thence S32°22'46"E along the east line of Lot 15, Block 88, Lakeshore Addition a distance of 96.47 feet to the Point of Beginning.

That the above described parcel of land contains 118,221 square feet or 2.71 acres.

That I have made this map at the direction of the City of Ashland, OWNER'S of said lands.

That said parcel is subject to any easements, restrictions and right-of-ways of record.

15' WIDE UTILITY EASEMENT:

A 15' foot wide utility easement located 7.50' on either side of the following described centerline as located in the SW 1/4 - NW 1/4 of Section 34, Township 48 North, Range 4 West, City of Ashland, Ashland County, WI more particularly described as follows:

Commencing at the N 1/4 corner of said section; Thence S00°23'35"W along the monumented west line of the NE 1/4 a distance of 1,318.32 feet to the CN 1/6 corner; Thence S89°20'45"E along the north line of the SW 1/4 - NW 1/4 to the intersection with the existing underground sanitary line a distance of 186.69 feet which is the Point of Beginning; Thence S57°07'06"W along the center of said sanitary line a distance of 180.28 feet to the center of an existing sanitary manhole; Thence S00°12'56"W along the center of said sanitary line a distance of 191.37 feet to the southerly boundary line of Lot 1 of this CSM which is the Terminus of said easement.

That I have fully complied with the provisions of Section 236.34 of Wisconsin Statutes and the City of Ashland Subdivision Control Ordinance in surveying, dividing and mapping said parcel.

That this map correctly and accurately depicts the exterior boundaries of said parcel and the division thereof made.

dated this _____ day of _____

Pine Ridge Land Surveying
Patrick A. McKuen
WI PLS S-2992

CITY OF ASHLAND PLANNING & ZONING APPROVAL CERTIFICATE

I, STEVEN WILEY, CITY OF ASHLAND ZONING ADMINISTRATOR ,
DO HEREBY APPROVE THIS CITY OF ASHLAND CERTIFIED SURVEY MAP

SIGNED: _____
STEVEN WILEY

DATED THIS _____ DAY OF _____, 2026.

Pine Ridge Land Surveying, LLC.

Professional Land Surveying Services
Value & Quality in a Timely Manner...

PATRICK A. MCKUEN, PLS
1424 1/2 Lake Shore Dr. W.
Ashland, Wisconsin
Phone (715) 682-2969

WWW.PINERIDGESURVEYING.COM
PROJECT NO. TORVINEN26 - COA BLK35 ASHPRP
SHEET 2 OF 2 SHEETS

SUBJECT: Alcohol Beverage License Application from Rhinelander Café and Pub Inc. dba Breakwater Restaurant at 1808 Lake Shore Drive East, and Agent Rebecca Day, for the Sale of Class B Fermented Malt Beverage and Class B Intoxicating Liquor (*Clerk*) Voice

RECOMMENDATION: Approval as contingencies are met.

DEPARTMENT OF ORIGIN: City Clerk

CLEARANCES: Police Department - Background Check

EXHIBITS:

1. Alcohol Beverage License Application
2. Alcohol Beverage Appointment of Agent - redacted
3. Alcohol Beverage Individual Questionnaire - R Day - redacted
4. Alcohol Beverage Individual Questionnaire - J Day - redacted
5. Alcohol Beverage Individual Questionnaire - M Gutterer - redacted

EXPENDITURES REQUIRED: NA

AMOUNT BUDGETED:

APPROPRIATION REQUIRED:

TREASURER'S CERTIFICATE: The Treasurer's Office has certified that Breakwater Restaurant is in compliance with the provisions of Ordinance 923.10 Ashland City Ordinances.

COMPLIANCE WITH CHAPTER 51: The Mayor and/or Clerk has consented to placement of this agenda item on the Council agenda as timely action is needed.

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN:

SUMMARY STATEMENT:

Ashland's Breakwater Restaurant has been a cornerstone in the Ashland community with its home-cooked meals, warm ambiance, and exceptional service. The Breakwater has successfully created a space where families and friends gather to share hearty meals and memorable moments. The restaurant's extensive menu offers a plethora of choices. From all-day breakfasts to specialty burgers, fish dishes, and an array of appetizers, every dish is a testament to the culinary prowess of the dedicated chefs.

During recent weeks, the Breakwater has taken on new ownership and is looking to expand on its offerings by obtaining an alcohol license to compliment their menu. A soft re-opening is planned for later in May 2026, fully opening to the public soon after.

A required inspection by the Ashland Fire Department revealed that renovations have not yet started on the property. The property owners are aware they must receive a passing inspection in order to have this license issued.

Form
AB-200

Alcohol Beverage License Application

For Municipal Use Only	
Municipality	
License Period	June 2026

Application Type (check one)

Initial (New) Renewal

License(s) Requested: (up to two boxes may be checked)	Fees								
<input type="checkbox"/> Class "A" Beer \$ _____	<input type="checkbox"/> Class "B" Beer \$ _____								
<input type="checkbox"/> "Class A" Liquor \$ _____	<input type="checkbox"/> Regular "Class B" Liquor \$ _____								
<input type="checkbox"/> "Class A" Liquor (cider only) \$ _____	<input type="checkbox"/> Reserve "Class B" Liquor \$ _____								
<input type="checkbox"/> "Class C" Liquor (wine only) \$ _____	<input type="checkbox"/> Above-Quota "Class B" Liquor \$ _____								
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">License Fee(s)</td> <td style="width: 20%;">\$</td> </tr> <tr> <td>Background Check Fee</td> <td>\$</td> </tr> <tr> <td>Publication Fee</td> <td>\$</td> </tr> <tr> <td>Total Fees</td> <td>\$</td> </tr> </table>		License Fee(s)	\$	Background Check Fee	\$	Publication Fee	\$	Total Fees	\$
License Fee(s)	\$								
Background Check Fee	\$								
Publication Fee	\$								
Total Fees	\$								

Part A: Premises/Business Information

1. Legal Business Name (individual name if sole proprietorship) Rhinelande Cafe and Pub Inc		
2. Business Trade Name or DBA Breakwater Restaurant		
3. FEIN 20-3874580	4. Wisconsin Seller's Permit Number 456-1020046767-03	
5. Entity Type (check one) <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit Organization		
6. If the applicant business is an LLC, are the controlling members other LLCs or corporations? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, the members, managers, officers and directors of those business entities must be listed in Part C and provide a Form AB-100.		
7. State of Organization WI	8. Date of Organization 03/01/2006	9. Wisconsin DFI Registration Number
10. Premises Address 1808 E HWY 2		
11. City Ashland	12. State WI	13. Zip Code 54806
14. County Ashland	15. Governing Municipality: <input checked="" type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village of: Ashland	
16. Aldermanic District	17. Premises Phone (715) 682-8388	18. Premises Email
19. Website		
20. Premises Description Initial (New Applicants Only): Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. Renewal Applicants Only: I am renewing a license and by checking the box following this statement, I affirm that I have reviewed the last issued license certificate and the premises description remains the same. <input type="checkbox"/> The building includes a dining room, kitchen, storeroom and office.		
21. Mailing Address (if different from premises address)		
22. City	23. State	24. Zip Code

Part B: Questions

1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages. Yes No
If yes, list the details of violation below. Attach additional sheets if necessary.

Law/Ordinance Violated	Location	Trial Date
Penalty Imposed	Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed	Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No	

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol beverages. Yes No

If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.

3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or wholesaler? Yes No

If yes, provide the name of the restricted investor and describe the nature of the interest.

4. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion. Yes No

5. Is the applicant business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor/wine? Yes No

6. Does the applicant business owe past due municipal property taxes, assessments, or other fees? Yes No

Part C: Individual Information

Check each box to attest that you have provided the appropriate supplementary information to complete your application. See the instructions for Part C of this application, beginning on page 2, to complete this section.

I have accurately listed and provided contact and personal information for all required persons involved in the applicant business and any business identified in Part A, Question 6 using Form AB-200AA.

I have provided an accurate Form AB-100 for each person listed in Form AB-200AA.

(For corporations, limited liability companies, and nonprofit organizations only) I have provided an accurate Form AB-101 to appoint an agent on behalf of my business.


I understand that my application is not complete until this supplementary paperwork is received by the municipal clerk where I am applying for an alcohol beverage license.

Part D: Attestation

One of the following must sign and attest to this application:

- sole proprietor
- one general partner of a partnership
- one corporate officer
- one member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name Gutteter	First Name Mark	M.I. L
Title President	Email [REDACTED]	Phone [REDACTED]
Signature 		Date

Part E: For Clerk Use Only

Date Application Was Filed With Clerk	License Number	Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk		Date Provisional License Issued (if applicable)	

Alcohol Beverage Appointment of Agent

Date

Agent Type (check one)

Original (no fee) Successor (\$10 fee for municipal licensees only)

Part A: Business Information

1. Legal Business Name (individual name if sole proprietor)
Rhinelanders Cafe and Pub Inc

2. Business Trade Name or DBA
Breakwater Restaurant

3. Entity Type (check one)
 Limited Liability Company Corporation Nonprofit Organization

4. Alcohol Beverage Business Authorization (check one)
 Municipal Retail License State Permit

5. If successor agent, provide State Permit or Municipal Retail License Number

6. Describe the reason for appointing a successor agent, if successor is checked above.

Part B: Agent Information

1. Last Name: Day 2. First Name: Rebecca 3. M.I.: L

4. Email: [Redacted] 5. Phone: [Redacted]

6. Home Address: 2116 6th St W

7. City: Ashland 8. State: WI 9. Zip Code: 54806 10. Date of Birth: [Redacted]

11. Driver's License/State ID Number: [Redacted] 12. Driver's License/State ID State of Issuance: Wisconsin

Part C: Agent Questions

1. Have you satisfied the responsible beverage server training requirement? Yes No
Submit proof of completion.

2. Have you completed Form AB-100, *Alcohol Beverage Individual Questionnaire* (licensee) or Form AB-300, *Alcohol Beverage Personal Questionnaire* (permittee)? Yes No

3. Have you been a Wisconsin resident for at least 90 continuous days? Yes No
See instructions for exceptions.

Continued →

Part D: Business Attestation

READ CAREFULLY BEFORE SIGNING: I, the **Undersigned**, authorize the above-named individual to act for the above-named corporation, nonprofit organization, or limited liability company with full authority and control of the premises and of all alcohol beverage activities on such premises. I certify that I am authorized by the above-named entity to authorize this individual to act on behalf of the entity. If I am appointing a successor agent, I rescind all previous agent appointments for this premises. Further, I understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name Day		First Name REBECCA		M.I. L
Title TREASURER	Email [REDACTED]		Phone [REDACTED]	
Signature Rebecca Day			Date 4-21-20	

Part E: Agent Attestation

READ CAREFULLY BEFORE SIGNING: I, the **Agent**, hereby accept this appointment as agent for the above-named corporation, nonprofit organization, or limited liability company and assume full responsibility for the conduct of all alcohol beverage activities on the premises for the above-named business. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name Day		First Name REBECCA		M.I. L
Signature Rebecca Day			Date 4-21-20	

All individuals involved in the alcohol beverage business must complete this form, including:

- sole proprietor
- all partners of a partnership
- all officers, directors, and agent of a corporation or nonprofit organization
- members and agent of a limited liability company

Your alcohol beverage application is not complete until all required Individual Questionnaires are submitted.

Part A: Business Information	
1. Legal Business Name (individual name if sole proprietor)	Rhinelanders Cafe and Pub Inc
2. Business Trade Name or DBA	Breakwater Restaurant
3. Entity Type (check one)	
<input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit Organization	

Part B: Individual Information					
1. Last Name	2. First Name	3. M.I.			
Day	Rebecca	L			
4. Relationship to Business (Title)	5. Email	6. Phone			
Treasurer	[REDACTED]	[REDACTED]			
7. Home Address					
2110 60th St W					
8. City	9. State	10. Zip Code	11. Date of Birth		
Ashland	WI	54806	[REDACTED]		
12. Driver's License/State ID Number			13. Driver's License/State ID State of Issuance		
[REDACTED]			Wisconsin		

Part C: Address History							
1. Do you currently live in Wisconsin?							<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If yes, provide the month and year when you permanently moved to Wisconsin							(MM/YYYY) 4-22-92
2. List in chronological order all of your addresses within the last 5 years . Attach additional sheets if necessary.							
Previous Address 1	City	State	Zip Code				
Previous Address 2	City	State	Zip Code				
Previous Address 3	City	State	Zip Code				
Previous Address 4	City	State	Zip Code				
Previous Address 5	City	State	Zip Code				
3. List all states and counties you have lived in as an adult. Attach additional sheets if necessary.							
State	County	State	County	State	County	State	County
MN	Koochiching						
State	County	State	County	State	County	State	County

Continued →

Part D: Criminal History		
1. Have you ever been convicted of any offenses (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or of any county or municipal ordinances? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes to question 1, please list details of each conviction below. Attach additional sheets as needed.		
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No
2. Are charges for any offenses currently pending against you (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or any county or municipal ordinances? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes to question 2, describe nature and status of pending charges using the space below. Attach additional sheets as needed.		

Part E: Attestation	
READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I certify that I am not prohibited from participating in this business due to any involvement in another tier of the alcohol beverage industry as a restricted investor. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.	
Signature <i>Rebecca Day</i>	Date <i>4-21-20</i>

Alcohol Beverage Individual Questionnaire

Date 4-21-26

All individuals involved in the alcohol beverage business must complete this form, including:

- sole proprietor
- all partners of a partnership
- all officers, directors, and agent of a corporation or nonprofit organization
- members and agent of a limited liability company

Your alcohol beverage application is not complete until all required Individual Questionnaires are submitted.

Part A: Business Information	
1. Legal Business Name (individual name if sole proprietor)	<u>Rhinelanders Cafe and Pub Inc</u>
2. Business Trade Name or DBA	<u>Breakwater Restaurant</u>
3. Entity Type (check one)	
<input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit Organization	

Part B: Individual Information			
1. Last Name	2. First Name	3. M.I.	
<u>Day</u>	<u>James</u>	<u>E</u>	
4. Relationship to Business (Title)	5. Email	6. Phone	
<u>Vice President</u>	[REDACTED]	[REDACTED]	
7. Home Address			
<u>2116 6th Street West</u>			
8. City	9. State	10. Zip Code	11. Date of Birth
<u>Ashland</u>	<u>WI</u>	<u>54806</u>	[REDACTED]
12. Driver's License/State ID Number		13. Driver's License/State ID State of Issuance	
[REDACTED]		<u>WI</u>	

Part C: Address History							
1. Do you currently live in Wisconsin?							<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If yes, provide the month and year when you permanently moved to Wisconsin							(MM/YYYY)
2. List in chronological order all of your addresses within the last 5 years . Attach additional sheets if necessary.							
Previous Address 1	City	State	Zip Code				
Previous Address 2	City	State	Zip Code				
Previous Address 3	City	State	Zip Code				
Previous Address 4	City	State	Zip Code				
Previous Address 5	City	State	Zip Code				
3. List all states and counties you have lived in as an adult. Attach additional sheets if necessary.							
State	County	State	County	State	County	State	County
<u>WI</u>	<u>Ashland</u>	<u>WI</u>	<u>Outagamie</u>	<u>WI</u>	<u>Bayfield</u>		
State	County	State	County	State	County	State	County

Continued →

Part D: Criminal History

1. Have you ever been convicted of any offenses (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or of any county or municipal ordinances? Yes No

If yes to question 1, please list details of each conviction below. Attach additional sheets as needed.

Law/Ordinance Violated <i>2nd degree sexual assault of child</i>	Location <i>Ashland County</i>	Conviction Date <i>6-27-29</i>
Penalty Imposed <i>5 years probation</i>	Was sentence completed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Law/Ordinance Violated <i>DWI</i>	Location <i>Ashland County</i>	Conviction Date <i>28 years ago</i>
Penalty Imposed <i>Fine</i>	Was sentence completed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Law/Ordinance Violated <i>DWI 2nd</i>	Location <i>Ontonagon?</i>	Conviction Date <i>28 years ago</i>
Penalty Imposed <i>30 days</i>	Was sentence completed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

2. Are charges for any offenses currently pending against you (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or any county or municipal ordinances? Yes No

If yes to question 2, describe nature and status of pending charges using the space below. Attach additional sheets as needed.

Part E: Attestation

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I certify that I am not prohibited from participating in this business due to any involvement in another tier of the alcohol beverage industry as a restricted investor. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature <i>Jane Duj</i>	Date <i>4-21-26</i>
------------------------------	------------------------

Alcohol Beverage
Individual Questionnaire

Date: 4/21/26

All individuals involved in the alcohol beverage business must complete this form, including:

- sole proprietor
- all partners of a partnership
- all officers, directors, and agent of a corporation or nonprofit organization
- members and agent of a limited liability company

Your alcohol beverage application is not complete until all required Individual Questionnaires are submitted.

Part A: Business Information

1. Legal Business Name (individual name if sole proprietor)
Rhinelande Cafe and Pub inc

2. Business Trade Name or DBA
Breakwater Restaurant

3. Entity Type (check one)
 Sole Proprietor
 Partnership
 Limited Liability Company
 Corporation
 Nonprofit Organization

Part B: Individual Information

1. Last Name: Gutteter 2. First Name: Mark 3. M.I.: L

4. Relationship to Business (Title): President 5. Email: [REDACTED] 6. Phone: [REDACTED]

7. Home Address: 61 s Wakefield Canyon Pl

8. City: Sahuarita 9. State: AZ 10. Zip Code: 85629 11. Date of Birth: [REDACTED]

12. Driver's License/State ID Number: [REDACTED] 13. Driver's License/State ID State of Issuance: AZ

Part C: Address History

1. Do you currently live in Wisconsin? Yes No
 If yes, provide the month and year when you permanently moved to Wisconsin (MM/YYYY)

2. List in chronological order all of your addresses within the last 5 years. Attach additional sheets if necessary.

Previous Address	City	State	Zip Code
61 S Wakefield Canyon Pl	Sahuarita	AZ	85629
260 Timber Heights dr	Rhinelande	WI	54801
Previous Address 3	City	State	Zip Code
Previous Address 4	City	State	Zip Code
Previous Address 5	City	State	Zip Code

3. List all states and counties you have lived in as an adult. Attach additional sheets if necessary.

State	County	State	County	State	County	State	County
WI	Ashland	WI	Oneida	AZ	Pima	MN	stearns
MN	Hennepin						

Continued →

Part D: Criminal History

1. Have you ever been convicted of any offenses (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or of any county or municipal ordinances? Yes No

If yes to question 1, please list details of each conviction below. Attach additional sheets as needed.

Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No

2. Are charges for any offenses currently pending against you (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or any county or municipal ordinances? Yes No

If yes to question 2, describe nature and status of pending charges using the space below. Attach additional sheets as needed.

Part E: Attestation

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I certify that I am not prohibited from participating in this business due to any involvement in another tier of the alcohol beverage industry as a restricted investor. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature  Date 4-21-26

SUBJECT: Alcohol Beverage License Application from Rhythm and Rye LLC dba Rhythm + Rye and Agent Nicole Larson, for the Sale of Class B Fermented Malt Beverages and Class B Intoxicating Liquor at 705 Main Street West, Ashland (Clerk) Voice

RECOMMENDATION: Approval

DEPARTMENT OF ORIGIN: City Clerk

CLEARANCES: Police Department - Background Check
Fire Department - Inspection

EXHIBITS:

1. Alcohol Beverage License Application
2. Alcohol Beverage Appointment of Agent - redacted
3. Alcohol Beverage Individual Questionnaire - N Larson - redacted

EXPENDITURES REQUIRED: NA

AMOUNT BUDGETED:

APPROPRIATION REQUIRED:

TREASURER'S CERTIFICATE: The Treasurer's Office has certified that Rhythm + Rye is in compliance with the provisions of Ordinance 923.10 Ashland City Ordinances.

COMPLIANCE WITH CHAPTER 51: The Mayor and/or Clerk has consented to the placement of this agenda item on the Council agenda as timely action is needed.

STATEMENT OF CONFORMANCE WITH COMPREHENSIVE PLAN:

SUMMARY STATEMENT:

Rhythm + Rye is a boutique event venue and lodging space located in Ashland, designed to bring people together through intimate, thoughtfully curated experiences. Our space is built to host small gatherings such as micro-weddings, celebrations, community dinners, and creative events, with a focus on fostering connection, inclusivity, and a strong sense of local community. In addition to private rentals, we plan to host occasional public events where responsibly-served alcoholic beverages will complement the experience, not define it.

They are committed to operating with professionalism, safety, and full compliance with all local and state regulations, including responsible alcohol service practices. Our anticipated opening is April 16th, 2026, and we are excited to contribute to Ashland's growing small business and community event landscape.

Alcohol Beverage License Application

For Municipal Use Only
Municipality
License Period

Application Type (check one)	
<input type="checkbox"/> Initial (New)	<input type="checkbox"/> Renewal

License(s) Requested: (up to two boxes may be checked)	Fees								
<input type="checkbox"/> Class "A" Beer \$ _____	<input type="checkbox"/> Class "B" Beer \$ _____								
<input type="checkbox"/> "Class A" Liquor \$ _____	<input type="checkbox"/> Regular "Class B" Liquor \$ _____								
<input type="checkbox"/> "Class A" Liquor (cider only) \$ _____	<input type="checkbox"/> Reserve "Class B" Liquor \$ _____								
<input type="checkbox"/> "Class C" Liquor (wine only) \$ _____	<input type="checkbox"/> Above-Quota "Class B" Liquor \$ _____								
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">License Fee(s)</td> <td style="width: 20%;">\$</td> </tr> <tr> <td>Background Check Fee</td> <td>\$</td> </tr> <tr> <td>Publication Fee</td> <td>\$</td> </tr> <tr> <td>Total Fees</td> <td>\$</td> </tr> </table>		License Fee(s)	\$	Background Check Fee	\$	Publication Fee	\$	Total Fees	\$
License Fee(s)	\$								
Background Check Fee	\$								
Publication Fee	\$								
Total Fees	\$								

Part A: Premises/Business Information			
1. Legal Business Name (individual name if sole proprietorship)			
2. Business Trade Name or DBA			
3. FEIN		4. Wisconsin Seller's Permit Number	
5. Entity Type (check one) <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit Organization			
6. If the applicant business is an LLC, are the controlling members other LLCs or corporations? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, the members, managers, officers and directors of those business entities must be listed in Part C and provide a Form AB-100.			
7. State of Organization		8. Date of Organization	9. Wisconsin DFI Registration Number
10. Premises Address			
11. City		12. State WI	13. Zip Code 54806
14. County	15. Governing Municipality: <input type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village of: _____		16. Aldermanic District
17. Premises Phone 715-209-7493	18. Premises Email		19. Website
20. Premises Description Initial (New Applicants Only): Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary. Renewal Applicants Only: I am renewing a license and by checking the box following this statement, I affirm that I have reviewed the last issued license certificate and the premises description remains the same. <input type="checkbox"/>			
21. Mailing Address (if different from premises address)			
22. City ASHLAND		23. State WI	24. Zip Code 54806

Part B: Questions			
1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages. <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, list the details of violation below. Attach additional sheets if necessary.			
Law/Ordinance Violated	Location		Trial Date
Penalty Imposed		Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Law/Ordinance Violated	Location		Trial Date
Penalty Imposed		Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No	

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol beverages. Yes No

If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.

3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or wholesaler? . . . Yes No
If yes, provide the name of the restricted investor and describe the nature of the interest.

4. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion. Yes No

5. Is the applicant business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor/wine? Yes No

6. Does the applicant business owe past due municipal property taxes, assessments, or other fees? Yes No

Part C: Individual Information

Check each box to attest that you have provided the appropriate supplementary information to complete your application. See the instructions for Part C of this application, beginning on page 2, to complete this section.

- I have accurately listed and provided contact and personal information for all required persons involved in the applicant business and any business identified in Part A, Question 6 using Form AB-200AA.
- I have provided an accurate Form AB-100 for each person listed in Form AB-200AA.
- (For corporations, limited liability companies, and nonprofit organizations only) I have provided an accurate Form AB-101 to appoint an agent on behalf of my business.
- I understand that my application is not complete until this supplementary paperwork is received by the municipal clerk where I am applying for an alcohol beverage license.

Part D: Attestation

One of the following must sign and attest to this application:

- sole proprietor
- one general partner of a partnership
- one corporate officer
- one member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name Larson	First Name Nicole	M.I.
Title	Email	Phone 715-209-7493
Signature <i>Nicole Larson</i>		Date

Part E: For Clerk Use Only

Date Application Was Filed With Clerk	License Number	Date License Granted	Date License Issued
Signature of Clerk/Deputy Clerk		Date Provisional License Issued (if applicable)	

Alcohol Beverage Appointment of Agent

Agent Type <i>(check one)</i>	
<input checked="" type="checkbox"/> Original (no fee)	<input type="checkbox"/> Successor (\$10 fee for municipal licensees only)

Part A: Business Information	
1. Legal Business Name (individual name if sole proprietor) Rhythm and Rye, LLC	
2. Business Trade Name or DBA Rhythm + Rye	
3. Entity Type <i>(check one)</i> <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit Organization	
4. Alcohol Beverage Business Authorization <i>(check one)</i> <input checked="" type="checkbox"/> Municipal Retail License <input type="checkbox"/> State Permit	5. If successor agent, provide State Permit or Municipal Retail License Number
6. Describe the reason for appointing a successor agent, if successor is checked above.	

Part B: Agent Information			
1. Last Name Larson	2. First Name	3. M.I.	
4. Email rhythmrye.info@gmail.com		5. Phone	
6. Home Address 26833 Benson Road			
7. City Ashland	8. State WI	9. Zip Code 54806	10. Date of Birth [REDACTED]
11. Driver's License/State ID Number [REDACTED]		12. Driver's License/State ID State of Issuance WI	

Part C: Agent Questions	
1. Have you satisfied the responsible beverage server training requirement? Submit proof of completion.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
2. Have you completed Form AB-100, <i>Alcohol Beverage Individual Questionnaire</i> (licensee) or Form AB-300, <i>Alcohol Beverage Personal Questionnaire</i> (permittee)?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
3. Have you been a Wisconsin resident for at least 90 continuous days?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
See instructions for exceptions.	

Continued →

Part D: Business Attestation

READ CAREFULLY BEFORE SIGNING: I, the **Undersigned**, authorize the above-named individual to act for the above-named corporation, nonprofit organization, or limited liability company with full authority and control of the premises and of all alcohol beverage activities on such premises. I certify that I am authorized by the above-named entity to authorize this individual to act on behalf of the entity. If I am appointing a successor agent, I rescind all previous agent appointments for this premises. Further, I understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name		First Name	M.I. R
Title Owner	Email rhythmrye.info@gmail.com	Phone	
Signature <i>Nicole Larson</i>		Date 04/27/26	

Part E: Agent Attestation

READ CAREFULLY BEFORE SIGNING: I, the **Agent**, hereby accept this appointment as agent for the above-named corporation, nonprofit organization, or limited liability company and assume full responsibility for the conduct of all alcohol beverage activities on the premises for the above-named business. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Last Name Larson		First Name	M.I.
Signature <i>Nicole Larson</i>		Date 04/27/26	

Alcohol Beverage Individual Questionnaire

All individuals involved in the alcohol beverage business must complete this form, including:

- sole proprietor
- all partners of a partnership
- all officers, directors, and agent of a corporation or nonprofit organization
- members and agent of a limited liability company

Your alcohol beverage application is not complete until all required Individual Questionnaires are submitted.

Part A: Business Information	
1. Legal Business Name (individual name if sole proprietor) Rhythm and Rye, LLC	
2. Business Trade Name or DBA Rhythm + Rye	
3. Entity Type (check one) <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit Organization	

Part B: Individual Information					
1. Last Name Larson		2. First Name		3. M.I. R	
4. Relationship to Business (Title) Owner		5. Email rhythmrye.info@gmail.com		6. Phone	
7. Home Address 46833 Benson Road					
8. City Ashland		9. State WI	10. Zip Code		11. Date of Birth [REDACTED]
12. Driver's License/State ID Number [REDACTED]			13. Driver's License/State ID State of Issuance WI		

Part C: Address History							
1. Do you currently live in Wisconsin?							<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If yes, provide the month and year when you permanently moved to Wisconsin							(MM/YYYY) 06/2024
2. List in chronological order all of your addresses within the last 5 years . Attach additional sheets if necessary.							
Previous Address 1		City		State		Zip Code	
46833 Benson Rd		Ashland		WI			
Previous Address 2		City		State		Zip Code	
204 N 6th Ave SW		Tumwater		WA			
Previous Address 3		City		State		Zip Code	
Previous Address 4		City		State		Zip Code	
Previous Address 5		City		State		Zip Code	
3. List all states and counties you have lived in as an adult. Attach additional sheets if necessary.							
State	County	State	County	State	County	State	County
	Thurston	OR	Jackson				
State	County	State	County	State	County	State	County

Continued →

Part D: Criminal History

1. Have you ever been convicted of any offenses (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or of any county or municipal ordinances? Yes No
 If yes to question 1, please list details of each conviction below. Attach additional sheets as needed.

Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No
Law/Ordinance Violated	Location	Conviction Date
Penalty Imposed		Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No

2. Are charges for any offenses currently pending against you (excluding traffic offenses unless related to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or any county or municipal ordinances? Yes No
 If yes to question 2, describe nature and status of pending charges using the space below. Attach additional sheets as needed.

Part E: Attestation

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I certify that I am not prohibited from participating in this business due to any involvement in another tier of the alcohol beverage industry as a restricted investor. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature <i>Nicole Larson</i>	Date 04/27/2026
--------------------------------	-----------------