

**MINUTES**  
**CITY OF PORT WASHINGTON**  
**FINANCE AND LICENSE COMMITTEE MEETING**  
**Tuesday, August 6, 2019, 6:15 P.M.**

1. **Roll Call-** Members present were Alderpersons Jonathan Pleitner, Dan Benning and Deborah Postl. Also present was City Administrator Mark Grams and City Clerk Susan Westerbeke.
2. **Approve Minutes Of Previous Meeting-** Motion made by Ald. Benning, seconded by Ald. Postl to approve the minutes of the previous meeting as presented. Motion carried unanimously.
3. **Approve Operator License Applications-** Motion made by Ald. Benning, seconded by Ald. Postl to recommend approval of Original Operator Licenses for Kristen Fassbender, Katie Knutson, Jessica Hoffmann, Samuel Speaker, Elizabeth Colden, Andrea Shafton and Brandi Evans. Motion carried unanimously.
4. **Approve Temporary Class “B” / “Class B” Retailer’s License Applications-** Motion made by Ald. Benning, seconded by Ald. Postl to recommend approval of Temporary Class “B”/ “Class B” Retailers Licenses for the American Legion Post 82 for their 100<sup>th</sup> Year Celebration at Veterans Park on August 17, 2019 and Port Washington Main Street for a Food Truck Festival in conjunction with Movies In The Park at Veterans Park on August 23, 2019 as presented. Motion carried unanimously.
5. **Approve Event Cabaret License Applications-** Motion made by Ald. Benning, seconded by Ald. Postl to recommend approval of an Event Cabaret License for the American Legion Post 82 for their 100<sup>th</sup> Year Celebration at Veterans Park on August 17, 2019 as presented. Motion carried unanimously.
6. **Approve Event Permit Applications (American Legion 100<sup>th</sup> Year Celebration, Be3 Land Regatta Run/Walk And Port Washington Main Street Food Truck Festival)-** Motion made by Ald. Benning, seconded by Ald. Postl to recommend approval of Event Permits for the American Legion Post 82 for their 100<sup>th</sup> Year Celebration at Veterans Park on August 17, 2019; Be3 for their Land Regatta Run/Walk on August 17, 2019, route as presented and Port Washington Main Street for their Food Truck Festival in conjunction with Movies In The Park on August 23, 2019 at Veterans Park as presented. Motion carried unanimously.
7. **Approve Change Of Alcohol Beverage License Membership-Alcohol Agent (Inventors Brewpub LLC, d/b/a Inventors Brewpub, 435 N. Lake Street)-** The City Clerk reported on Inventors Brewpub request for addition of LLC members. Adam Drager remains a member and the additions include Erin J. Drager and Cameron D. Huck. In addition, Cameron D. Huck is being named as Alcohol Agent for the establishment. There is no other change to the LLC other than membership and Alcohol Agent so it can transfer with no additional fee due. Motion made by Ald. Pleitner, seconded by Ald. Benning to recommend approval of the addition of LLC members to Inventors Brewpub LLC and change of Alcohol Agent to the establishment license as presented. Motion carried unanimously.
8. **Approve Change Of Alcohol Beverage License Membership (Twisted Willow Enterprises LLC, d/b/a Twisted Willow, 308 N. Franklin Street)-** The City Clerk reported on Twisted Willows request for membership change for the LLC. Being removed from the membership is Richard Bunting, Kenneth Jensen and Douglas McManus. New members being added are Joseph Buth, Cletus Hager and Candace Scudder. There is no change of Alcohol Agent, Dan Wiken continues as Agent. There is no change to the LLC other than membership change so the current Alcohol License can transfer with no additional fee

due. Motion made by Ald. Benning, seconded by Ald. Postl to recommend approval of the change of membership to Twisted Willow Enterprises LLC as presented. Motion carried unanimously.

9. **Approve Scope Of Engagement With Quarles & Brady LLP For Issuance Of \$2,890,000 Taxable Note Anticipation Notes-** Carol Wirth from Wisconsin Public Finance Professionals was present to review the agreement that is executed with Quarles and Brady for each borrowing or refinancing. The approximate fee will be \$7,125. Motion made by Ald. Benning, seconded by Ald. Postl to recommend approval of the Scope of Engagement with Quarles & Brady LLP as presented. Motion carried unanimously.
10. **Approve Scope Of Engagement With Quarles & Brady LLP For Issuance Of \$1,110,000 Taxable General Obligation Promissory Notes-** Carol Wirth reviewed the agreement with the Committee. The approximate fee will be \$7,750. Motion made by Ald. Benning, seconded by Ald. Postl to recommend approval of the Scope of Engagement with Quarles & Brady LLP as presented. Motion carried unanimously.
11. **Resolution 2019- 8 (Resolution Authorizing The Issuance Of \$2,890,000 General Obligation Promissory Notes And The Issuance And Sale Of \$2,890,000 Taxable Note Anticipation Notes In Anticipation Thereof)-** Carol Wirth reviewed the documents with the Committee. The Note Anticipation Notes (NAN) will be refinanced with refunding bonds and taxable interest rates are very good now. Three bids by public sale were received and Piper Jaffray & Company, who is the approved bidder, came in with a rate of 2.61%. The General Obligation /Promissory Notes have a bond rating of A1. Motion made by Ald. Benning, seconded by Ald. Pleitner to recommend approval of Resolution 2019-8 as presented. Motion carried unanimously.
12. **Resolution 2019- 9 (Resolution Authorizing The Issuance And Sale Of \$1,110,000 Taxable General Obligation Promissory Notes)-** Carol Wirth reported there were eight bids received and Mesirov Financial, Inc is the approved bidder with a rate of 2.12%. Motion made by Ald. Benning, seconded by Ald. Pleitner to recommend approval of Resolution 2019-9 as presented. Motion carried unanimously.
13. **Approve Contract To Extend Sewer & Water On Grant Street-** City Engineer Rob Vanden Noven was present to review the bid tabulation with the Committee to extend sewer and water main and services in the 1000 block of N. Grant Street. This work is necessary to provide services to the vacant properties that were sold by the City for private development last year. The award of the contract is to Heartland Construction for \$189,310. Motion made by Ald. Benning, seconded by Ald. Postl to recommend approval of the bid by Heartland Construction for \$189,310 as presented. Motion carried unanimously.
14. **Update On Development Of New Fire Station-** The City Administrator gave a report.
15. **Approval Of Contract With Discovery World For Denis Sullivan Sails September 27<sup>th</sup> – 29<sup>th</sup> –** The City Administrator reported on the agreement needed to provide sails and tours in September. Motion made by Ald. Benning, seconded by Ald. Pleitner to recommend approval of the contract with Discovery World for the September Denis Sullivan sails schedule for \$9,375. Motion carried unanimously.

- 16. Start Of 2020 Budget Process-** The City Administrator reviewed the budget process schedule with the Committee.
- 17. Chairman's Business-** None.
- 18. Member's Business-** The City Administrator reported on the grant status for Cedar Vineyard, new grants will be coming available.
- 19. Public Comments/Appearances-** None.
- 20. Adjournment-** Motion made by Ald. Postl, seconded by Ald. Benning to adjourn the meeting at 7:20 p.m. Motion carried unanimously.