

**AGENDA**  
**VILLAGE OF PLEASANT PRAIRIE**  
**PLEASANT PRAIRIE VILLAGE BOARD**  
**PLEASANT PRAIRIE WATER UTILITY**  
**PLEASANT PRAIRIE SEWER UTILITY**  
**Village Hall Auditorium**  
**9915 – 39th Avenue**  
**Pleasant Prairie, WI**  
**August 1, 2016**  
**6:00 p.m.**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Public Hearing
  - A. Consider the request for a Class "B" Fermented Malt Beverage License for the proposed Chipotle Mexican Grill to be located at 9370 76<sup>th</sup> Street, Suite B.
5. Citizen Comments (Please be advised per State Statute Section 19.84(2), information will be received from the public and there may be limited discussion on the information received. However, no action will be taken under public comments.)
6. Administrator's Report
7. New Business
  - A. Consider an award of contract for the tennis court fencing projects at Village Green and Pleasant Prairie Parks.
  - B. Consider approval of a new liquor license agent for Kwik Trip 230 located at 10451 72<sup>nd</sup> Avenue.
8. Adjournment

The Village Hall is handicapped accessible. If you have other special needs, please contact the Village Clerk, 9915 – 39<sup>th</sup> Avenue, Pleasant Prairie, WI (262) 694-1400

# *MEMORANDUM*

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TO: Village Board of Trustees

FROM: Jane M. Romanowski  
Village Clerk

DATE: July 28, 2016

RE: Liquor License Application – Chipotle Mexican Grill #2820

On July 1, 2016, Chipotle Mexican Grill of Colorado, LLC submitted an application requesting a Class “B” Fermented Malt Beverage License for the proposed Chipotle Mexican Grill #2820 to be located at 9370 76<sup>th</sup> Street, Suite B. A Class “B” Fermented Malt Beverage License allows for the sale of beer and other fermented malt beverages for sale to consumers for on-premises or off-premises consumption.

In accordance with Chapter 194 of the Municipal Code, the Board may grant a license prior to the completed project, but the establishment must be open within 90 days of board approval. The Board, for cause as outlined in Village ordinances, may extend the time to open to 180 days. Chipotle anticipates an opening on or about September 20, 2016.

The Police Department checks has been completed and the ownership, agent residency and training and publication requirements have been satisfied. If the Village Board approves this request, the following items must be received prior to issuance of the license:

1. Payment of prorated annual license fee from the date of issuance to 6/30/17.
2. Payment of publication costs.
3. Copy of the Lease securing the premise.
4. Certificates of Occupancy issued by the Community Development, Inspection and Fire & Rescue Departments.

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Office of the Director of Public Works  
**John Steinbrink Jr., P.E.**

**To: Michael Pollocoff**  
**From: John Steinbrink, Jr.**  
**Subject: Tennis Court Fencing Award of Contract**  
**Date: July 26, 2016**

Sealed bids for the above referenced project were received until 11:00 a.m. on July 25, 2016, at the Village of Pleasant Prairie Public Works Dept.; 8600 Green Bay Rd., Pleasant Prairie, WI. 53158. The bids were publicly opened and read aloud.

The Tennis Court Fencing project for Village Green Park and Pleasant Prairie Park, as bid, consists of one prime Contract and is identified as follows:

- 912 Lin. Ft. Tennis Court Fencing
- 2 Lump Sums Mobilization

A total of three (3) bids were received:

Century Fence Company	\$ 48,427.20
Northway Fence Inc.	\$ 49,816.00
Statewide Fencing, Inc.	\$ 53,682.00

Century Fence Company is the lowest responsible bidder and is experienced in this type of tennis court fencing work.

I recommend a contract be awarded to Century Fence Company for tennis court fencing services not to exceed \$48,427.20.



Office of the Village Clerk  
**Jane M. Romanowski**

## ***MEMORANDUM***

**Date:** July 27, 2016  
**To:** Village Board of Trustees  
**From:** Jane M. Romanowski, Village Clerk  
**Re:** Kwik Trip 230 Liquor License Agent Change

Kwik Trip, Inc. has submitted a request to change the agent who holds the Class "A" Liquor and Cider License for the Kwik Trip located at 10451 72<sup>nd</sup> Avenue. The corporation has requested that Michelle Haugen be appointed as the successor agent. The corporation and the agent have met all requirements in submitting this request, and Chief Smetana has completed and approved the police check with respect to Ms. Haugen.

I recommend approval of Michelle Haugen as successor agent for Kwik Trip 230.

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