

Committee of the Whole Meeting Agenda



February 24, 2026 - 6:00 PM
Council Chambers
3805 S. Casper Drive

Agenda Published: 2/20/2026

AGENDA

1. **CALL MEETING TO ORDER**
2. **ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE**
3. **APPROVAL OF MINUTES**
 - A. February 10, 2026, Committee of the Whole Meeting Minutes
4. **UTILITY & FINANCE**
 - A. Discussion and possible recommendation to the Common Council to approve payment of the February 25, 2026, claims as follows: Water Utility claims in the amount of \$31,768.15; Sewer Utility claims in the amount of \$39,031.81; and General City claims in the amount of \$927,260.07, which includes a We Energies EFT payment of \$80,298.04 for December 2025 City electric and gas usage.
5. **LICENSES & PERMITS**
 - A. Discussion and possible recommendation to the Common Council to approve a Change of Agent for Kwik Trip #971, located at 2102 S Moorland Rd., to Eric Thomas for the licensing period ending June 30, 2026.
6. **MISCELLANEOUS**
 - A. New Berlin Hills Golf Course Overview
7. **ADJOURN**

Additional Information

- The agenda packet, including supplemental information related to agenda items, is available online at www.NewBerlinWI.gov. Once finalized by the governing body, approved meeting minutes will also be posted online.
- Agenda items may be taken out of order at the governing body's discretion.
- Members, and possibly a quorum, of other municipal governmental bodies may attend this meeting to gather information. However, no action will be taken by any governmental body other than the one referenced in this notice.
- Accommodations will be provided under the Americans with Disabilities Act (ADA) to meet the needs of individuals with disabilities. If you require assistance or appropriate aids and services, please contact the Office of the City Clerk at (262) 786-8610 with reasonable notice.

Committee of the Whole MEETING MINUTES



February 10, 2026 - 6:00 PM
Council Chambers
3805 S. Casper Drive

MINUTES

1. CALL MEETING TO ORDER

Mayor Ament called the meeting to order at 6:00 PM.

2. ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

City Clerk Rubina R. Medina took the roll call as follows:

Present: Alderperson Hopkins, Alderperson La Fever, Alderperson Harenda, Alderperson Stribl, Alderperson Horbinski, Alderperson Kroupa

Excused: Alderperson Dave Maxey

Staff Present: Mayor Dave Ament, City Attorney Thomas Schmitzer, City Clerk Rubina R. Medina

The City Clerk confirmed that a quorum was present and that the meeting was properly posted in compliance with open meetings law.

3. APPROVAL OF MINUTES

A. January 27, 2026, Committee of the Whole Meeting Minutes

MOTION: Motion to Approve

VOTE: Motion by: Alderperson La Fever
Second by: Alderperson Horbinski
Motion Passed 6-0

4. UTILITY & FINANCE

- A.** Discussion and possible recommendation to the Common Council to approve the February 11, 2026, Water Utility claims in the amount of \$159,295.33, Sewer Utility claims in the amount of \$6,625.91, and General City claims in the amount of \$422,704.88, including City Water/Sewer/Storm bills EFT payments of \$17,517.82 and U.S. Bank EFT payments for 2025 invoices in the amount of \$40,409.74 and 2026

invoices in the amount of \$15,526.34. Tax overpayment checks totaling \$42,072.70 were also generated

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Stribl
Second by: Alderperson La Fever
Motion Passed 6-0

5. MISCELLANEOUS

- A.** Discussion and possible recommendation to the Common Council to approve the Homeland Security Investigations (HSI) Task Force Officer Memorandum of Understanding - ***This item was tabled at the January 27, 2026, Committee of the Whole Meeting***

MOTION: Motion to Take item from table

VOTE: Motion by: Alderperson Hopkins
Second by: Alderperson Stribl
Motion Passed 6-0

MOTION: Motion to Approve the HSI Task Force Officer MOU

VOTE: Motion by: Alderperson Hopkins
Second by: Alderperson Horbinski
Motion Passed 6-0

- B.** Discussion and possible recommendation to the Common Council to approve a lease agreement with Stigler Farms, LLC to farm 17 acres of City-owned land for the 2026 and 2027 growing seasons for the property located approximately at Tax Key #: 1180.999.004 (known as Milham Park)

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Stribl
Second by: Alderperson Kroupa
Motion Passed 6-0

- C.** Discussion and possible recommendation to the Common Council to approve *the "renewal"* of a lease agreement with Brueggemann Farms to farm 20 acres of city-owned land for the 2026 and 2027 growing seasons for the property located approximately at 5851 S. Sunnyslope Road (Tax Key #: 1289.997001)

MOTION: Motion to Approve

VOTE: Motion by: Alderperson Stribl
Second by: Alderperson Harenda
Motion Passed 6-0

6. ADJOURN

MOTION: Motion to Adjourn at 6:08 PM

VOTE: Motion by: Alderperson Stribl
Second by: Alderperson Kroupa
Motion Passed 6-0

**Respectfully Submitted,
Rubina R. Medina, City Clerk**



Legal

PHONE 608-781-8988

FAX 608-793-6120

December 19, 2025

1626 Oak St., P.O. Box 2107

La Crosse, WI 54602

www.kwiktrip.com

City Clerk
City of New Berlin
3805 S. Casper Dr.
New Berlin, WI 53151-8610

RE: Appointment of Agent
Kwik Trip 971
2102 S. Moorland Rd.

Dear City Clerk:

Effective January 2, 2026 a new manager, Eric Thomas, has been assigned to take over leadership responsibilities of our Kwik Trip 971 convenience store located in the City of New Berlin. Therefore, we would like to appoint Eric as the agent of the store.

Enclosed, please find the completed agent forms reflecting this change. In addition, enclosed is a check in the amount of \$20.00 in payment for the processing and background check fees for this service. I respectfully request that you please include this item on the agenda of your next City Council meeting for consideration.

Please contact me at (608) 793-6262 or DHafner@kwiktrip.com if you require anything further. Thank you in advance for your assistance with this matter.

Yours truly,

Deanna

Deanna Hafner
Licensing Agent

Enclosures

Date

Form
CTV-101

Cigarette, Tobacco, and Electronic Vaping Device License - Individual Questionnaire

Part A: Business Information

1. Legal Business Name (individual name if sole proprietor) Kwik Trip, Inc.			
2. Business Trade Name or DBA Kwik Trip 971			
3. Entity Type (check one)			
<input type="checkbox"/> Sole Proprietor	<input type="checkbox"/> Partnership	<input type="checkbox"/> Limited Liability Company	<input checked="" type="checkbox"/> Corporation

Part B: Individual Information

1. Name (Last) Thomas		2. Name (First) Eric		3. Name (M.I.) S	
4. Relationship to Business (Title) Agent		5. Email LicensingDept@kwiktrip.com		6. Phone 262-825-8775	
7. Home Address W226S9393 Ripple Brook Ct					
8. City Big Bend		9. State WI	10. Zip Code 53103	11. Date of Birth 1/18/1971	
12. Driver's License/State ID Number T520-2177-1018-06			13. Driver's License/State ID State of Issuance WI		

Part C: Individual's Address History

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

Previous Address	City	State	Zip Code
W226S9393 Ripple Brook Ct	Big Bend	WI	53103
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
Previous Address 6	City	State	Zip Code

If applicable, 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	Waukesha	WA	King				
State	County	State	County	State	County	State	County

Continued

Part D: Individual's Criminal History

1. Have you ever been convicted of any offenses (other than traffic offenses) 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:

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

2. Are charges for any offenses currently pending against you (other than traffic offenses) 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 by Individual

READ CAREFULLY BEFORE SIGNING: 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 an application for cigarette, electronic vaping devices, and tobacco products retail license may be required to forfeit not more than \$1,000 if convicted. I declare under penalties of the law that I have examined this information, and, to the best of my knowledge, it is true, correct, and complete to the best of my knowledge and belief.

Signature  Date 12/9/25

Part F: Licensing Authority Approval

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, this individual does not have a criminal record that would disqualify them from having an interest in a cigarette, tobacco product, or electronic vaping device retailer license according to sec. 134.65(1m), Wis. Stats.

Name of Local Official	Title
Signature of Local Official	Date

Form
CTV-102

Cigarette, Tobacco, and Electronic Vaping Device Appointment of Agent

Date

Agent Type (check one): Original Change

Part A: Agent Information		
1. Last Name Thomas	2. First Name Eric	3. M.I. S.
4. Email LicensingDept@kwiktrip.com		5. Phone 262-825-8775
6. Home Address W226S9393 Ripple Brook Ct		
7. City Big Bend	8. State WI	9. Zip Code 53103
10. Date of Birth 1/18/1971	11. Driver's License/State ID Number T520-2177-1018-06	12. Driver's License/State ID State of Issuance WI

Part B: Questions

1. Have you completed Form CTV-101, *Cigarette, Tobacco, and Electronic Vaping Device License - Individual Questionnaire*? Submit a completed Form CTV-101 with this form. Yes No

2. If this is a change of agent, please describe the reason for the agent change. Attach additional sheets if necessary.
New manager assigned to oversee the store.

Part C: Business Information

1. Legal Business Name (individual name if sole proprietor)
Kwik Trip, Inc.

2. Business Trade Name or DBA
Kwik Trip 971

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

4. Premises Address
2101 S Moorland Rd

5. City
New Berlin

6. State
WI

7. Zip Code
53151

Part D: Attestations

READ CAREFULLY BEFORE SIGNING: I, the Licensee or Permittee, authorize the above-named individual to act for the above-named corporation or limited liability company with full authority and control of the premises and of all business relative to cigarettes, tobacco products, and/or electronic vaping devices conducted therein. I certify that I am authorized by the 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.

Signature of Licensee (officer, member, or authorized signatory)
Scott P. Zietlow

Date
12/9/15

Name of Person Signing for Licensee
Scott P. Zietlow

Title
CEO & President

READ CAREFULLY BEFORE SIGNING: I, the Agent, hereby accept this appointment as agent for the above-named corporation or limited liability company and assume full responsibility for the conduct of all business relative to sales of cigarettes, tobacco products, and/or electronic vaping devices conducted 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 form; and that any person who knowingly provides materially false information on this form may be required to forfeit not more than \$1,000 if convicted.

Signature of Agent
Eric Thomas

Date
12/9/15

Alcohol Beverage Individual Questionnaire

Date

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 or renewal is not complete until all required Individual Questionnaires are submitted.

Part A: Business Information	
1. Legal Business Name (Individual name if sole proprietor) Kwik Trip, Inc.	
2. Business Trade Name or DBA Kwik Trip 219	
3. Entity Type (check one): <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input type="checkbox"/> Limited Liability Company <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit Organization	

Part B: Individual Information			
1. Last Name Thomas	2. First Name Eric	3. M.I. S.	
4. Relationship to Business (Title) Agent	5. Email LicensingDept@kwiktrip.com	6. Phone 262-825-8775	
7. Home Address W226S9393 Ripple Brook Ct.			
8. City Big Bend	9. State WI	10. Zip Code 53103	11. Date of Birth 1/18/1971
12. Drivers License/State ID Number T520-2177-1018-06		13. Drivers 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) 06/2004
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
W226S9393 Ripple Brook Ct.	Big Bend	WI	53103
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
WI	Waukesha	WA	King
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
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Penalty Imposed	Was sentence completed?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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Law/Ordinance Violated	Location	Conviction Date
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Penalty Imposed	Was sentence completed?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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Law/Ordinance Violated	Location	Conviction Date
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Penalty Imposed	Was sentence completed?	<input type="checkbox"/> Yes <input type="checkbox"/> No
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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 12/9/25
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New Berlin Hills GC Review



February 24, 2026

TROON®

Tuesday, February 24, 2026



1. Congratulations
2. Management Team
3. Financial Performance, Rounds, & Rates
4. Facility Projects & Capital Improvement
5. Goals for 2026

Congratulations



One of three finalists in
The Community's Choice Awards!



The other two finalists were Kettle Hills GC and Grant Park GC.
Other nominees included great courses such as The Club at Lac La Belle, Edgewood GC, Tuckaway CC, and Whitnall Park GC.

Congratulations



NBH Management Team



- Hanna Radewahn – Director of Events & Front of House Manager (2016)
- Wendy Hafemann – Head Chef & Kitchen Manager (2018)
-  Al Vizgaitis – Assistant General Manager & Head Golf Professional (2025)
-  Paul Knulty – Golf Course Superintendent (2026)
- Matt Tausig – General Manager (2023)

Financial Performance



- Total revenue of \$2,354,657.
- Golf revenue of \$1,501,194.
- Food & Beverage revenue of \$751,155.
- Merchandise & Other revenue of \$102,308.
- Facility rent & profit share paid to the City of New Berlin was \$299,078.
- Payroll and Repairs & Maintenance saw significant increases of 14.8% and 33.4%, respectively.

Note: Financial performance numbers are preliminary and based on the year-end P&L statement for 2025. Final numbers will be provided in the Financial Statement after completion of the annual audit.

Rounds



- 44,437 rounds compared to 44,914 rounds in 2024.

Measurable Rain	Days	Rounds Lost	Revenue Lost
April	4	310	\$8,600
May	9	1,135	\$33,325
June	10	1,104	\$42,877
July	8	680	\$28,975
August	6	1,060	\$49,650
September	5	330	\$12,200
October	8	350	\$14,925
Totals:	50	4,969	\$190,552

The region experienced historic flooding on August 10th, resulting in the course being closed for three and a half days.



Rates

- Golf rates for 2026 were approved by the Golf Course Commission in October. This year’s rates will use 2025 rates (including tax) and add sales tax to them, for an effective 5% increase.
- Changing to a “rate plus tax” model will help avoid rate challenges mid-season if the county or state approves a tax increase. This has become standard practice in much of the country and is slowly being put in practice in our region.



2026 Proposed			2025 Actual	
18-Holes	Weekend	Weekday	Weekend	Weekday
Public	\$ 52.50	\$ 42.00	\$ 50.00	\$ 40.00
Resident	\$ 44.10	\$ 34.65	\$ 42.00	\$ 33.00
Senior & Junior	N/A	\$ 29.40	N/A	\$ 28.00
Senior Resident	N/A	\$ 25.20	N/A	\$ 24.00
Twilight Evening	\$ 26.25	\$ 16.80	\$ 25.00	\$ 16.00

9-Holes	Weekend	Weekday	Weekend	Weekday
Public	\$ 30.45	\$ 26.25	\$ 29.00	\$ 25.00
Resident	\$ 24.15	\$ 23.10	\$ 23.00	\$ 22.00
Senior & Junior	N/A	\$ 19.95	N/A	\$ 19.00
Senior Resident	N/A	\$ 17.85	N/A	\$ 17.00
Twilight Evening	\$ 26.25	\$ 16.80	\$ 25.00	\$ 16.00

Cart Rates	18-Holes	9-Holes	18-Holes	9-Holes
Power Cart	\$ 18.90	\$ 12.60	\$ 18.00	\$ 12.00

Facility Projects & Capital



- Completed in 2025.

- Greens Mower
- Utility Vehicles
- Patio Furniture
- Refreshed On-Course Restrooms
- Bar Cooler
- Upgraded Bar Televisions

- In Progress or Planned.

- Clubhouse Interior Paint
- Line Cooler
- Fuel Tanks
- Tractor & Maintenance Equipment
- Golf Course Gazebos
- Bunker Evaluation

Goals for 2026



- Launch a new junior golf program led by our PGA Head Professional to engage the next generation of golfers and grow the game.
- Implement strategic rate management to offer targeted specials and increase course utilization during off-peak hours.
- Optimize league and outing schedules to maximize tee-time availability for public play.
- Collaborate with the new superintendent to prioritize property improvements that ensure short-term quality and long-term success.
- Provide a high-quality, affordable golf experience for the residents of New Berlin and our surrounding communities.