



## FINANCE, LICENSE & REGULATION COMMITTEE

TUESDAY, MAY 29, 2012 – 6:00 PM

COUNCIL CHAMBERS, CITY HALL

### AGENDA

1. Call to Order
2. Roll Call
3. Approve Finance, License and Regulation Committee Meeting minutes of May 14, 2012, as published and distributed
4. Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda, except for public hearing items. Comments will be limited to 5 minutes.
5. **RESOLUTIONS**
  - A. **Resolution 12-R42, designating \$46,113.26 to the Reserve Park Fund in 2011**
6. **ORDINANCES**
  - A. **First Reading of Ordinance 12-12, amending Section 2-42 of the Municipal Code to add a consent agenda to the City Council order of business**
7. **LICENSES & PERMITS**
  - A. Amendment of “Class B”/Class “B” Intoxicating Liquor and Fermented Malt Beverage License for sidewalk café premises extension filed by Anagnos Enterprises, Ltd. d/b/a Popeyes, Inc., 811 Wrigley Drive, Lake Geneva, Michael Anagnos, Agent
  - B. Renewal of “Class B”/Class “B” Intoxicating Liquor & Fermented Malt Beverage License application filed by Medusa Grill & Bistro LLC d/b/a Medusa Grill & Bistro, 501 Broad Street, Lake Geneva, Gregory Anagnos, Agent (*continued 5/14/12*)
  - C. Renewal of “Class A”/Class “A” Intoxicating Liquor & Fermented Malt Beverage License application filed by Kenru LLC d/b/a Village Gourmet & World Wine Shop, 725 West Main Street, Lake Geneva, Kenneth H. Conell, Agent
  - D. Street Use Permit Application filed by Brandon Presern representing RAM Racing for Big Foot Triathlon using portions of West South Street, East South Street, Wells Street, Willow Road and South Lakeshore Drive on June 24, 2012 from 4 a.m. to 2 p.m.
  - E. Street Use Permit Application filed by Tara Trent representing Maple Park Homeowner’s Association for Maple Park Block Party using Geneva Street, between Maxwell Street and Warren Street, on June 16, 2012 from 5 p.m. to 8 p.m.

- F. Street Use Permit Application filed by George Hennerley representing Geneva Lake Area Chamber of Commerce for Oktoberfest using the 200 block of Broad Street on October 6 and October 7, 2012 from 10 a.m. to 6 p.m.
- G. Street Use Permit Application filed by George Hennerley representing Geneva Lake Area Chamber of Commerce for Christmas Parade using Broad Street and Main Street on December 1, 2012 from 4 p.m. to 6:30 p.m.
- 8. Discussion/Recommendation on award of contract for Library Public Restroom Remodel to Mohr Construction in the amount of \$47,900.00
- 9. Discussion/Recommendation on CD renewal or reinvestment
- 8. **Presentation of Accounts**
  - A. Purchase Orders
  - B. Prepaid Bills in the amount of \$1,255.69
  - C. Regular Bills in the amount of \$209,882.40
- 9. Adjournment

*Requests from persons with disabilities, who need assistance to participate in this meeting or hearing, should be made to the City Clerk's office in advance so the appropriate accommodations can be made.*

5/25/12 3:05PM

cc: Committee Members: Aldermen Hill, Kupsik, Krohn, Hougen; Mayor & remaining Council, Administrator, City Clerk, Department Heads, Attorney, Treasurer

# FINANCE, LICENSE & REGULATION COMMITTEE

MONDAY, MAY 14, 2012 - 6:00PM

COUNCIL CHAMBERS, CITY HALL

Chairperson Hill called the meeting to order at 6:00 p.m.

Roll Call. Present: Aldermen Kupsik, Krohn, Hougen and Hill. Also Present: Comptroller Pollitt, City Administrator Jordan and City Clerk Hawes.

## Approval of Minutes

Kupsik/Krohn motion to approve Finance, License and Regulation Committee regular meeting minutes of April 23, 2012 as distributed. Motion carried by vote of 4 to 0.

## Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda except for public hearing items. Comments will be limited to 5 minutes.

Ken Etten, 1109 Wisconsin Street, Lake Geneva, spoke to the Committee as President of the Friends of Geneva Theater. He commented on item 5b regarding closure of TID #4, urging the Committee to keep the TID open. Mr. Etten said the TID was used to improve the downtown area in ways that may not have otherwise occurred. He encouraged the Committee to keep the TID open and use TIF funds to purchase the old Geneva Theater building.

Jeanne Dyer, Geneva, addressed the Committee as President of the Geneva Lake Art Association. Ms. Dyer spoke in favor of keeping TID #4 open and using funds to purchase the Geneva Theater building.

Russ Hannula, 441 Frost Drive, Williams Bay, said he was a part of a small group that canvassed the entire downtown business community in Lake Geneva to gauge support for utilizing TIF funds for purchasing the Geneva Theater building. He said 68 individuals signed the petition. He added that 37 letters of support were also submitted in favor of renovating the theater. Mr. Hannula concluded by urging the City to keep TID #4 open and use TIF funding to purchase the building.

Barbara Adams, member of the Friends of Geneva Theater, asked that the Committee keep TID #4 open and consider using TIF funds to restore the Geneva Theater building.

Richard Peterson, 300 S. Edwards Boulevard, Lake Geneva, expressed opposition for closing TID #4. He suggested having a referendum on whether TIF funds should be used to support purchasing the Geneva Theater.

Raymond Ring, 951 S. Lakeshore Drive, Lake Geneva, asked that the Committee keep TID #4 open so that funds could be used to purchase the Geneva Theater. He said there have been many instances in other communities where public funds were used to successfully support a theater revitalization project.

Pete Peterson, 1601 Evergreen Lane, Lake Geneva, said the purpose of TIF districts is to address blighted areas. He stated that TIF funds should not be used to purchase the theater building because the theater is not blighted. Mr. Peterson stated that Mayor Connors ran for office on the platform of closing TID #4. He urged the Committee to recommend closing TID #4.

Janelle Powers, 1003 West Main Street, Lake Geneva, addressed the Committee to express support for keeping TID #4 open. She said there are many projects in the TIF budget that are worth completing.

Hannah Foss, 1008 George Street, Lake Geneva, approached the Committee representing Covenant Harbor in Lake Geneva. She said she is present to answer any questions about agenda item #9.

## RESOLUTIONS

**Resolution 12-R40, establishing salaries for elected officials as approved in the 2012 budget, to be effective May 1, 2012**

Chairperson Hill said the purpose of Resolution 12-R40 is to reflect the 2012 budget increase in the City Treasurer salary, from \$14,000.00 to \$16,000.00 per year. Administrator Jordan indicated the change could not be made until after last month's election.

Kupsik/Hougen motion to recommend approval. Motion carried by vote of 4 to 0.

**Resolution 12-R41, terminating TIF District No. 4 and authorizing the City Treasurer to distribute excess increment to overlying taxing districts**

Chairperson Hill explained that if the Council wished to close TID #4 by the end of the year, the City would need to send a copy of an approved resolution to the Wisconsin Department of Revenue by May 15<sup>th</sup>. Alderman Hougen asked how the Geneva Theater project would be affected by closing the TIF. Chairperson Hill said the TID would likely need to stay open longer than this year in order to fund the purchase of the theater building with TIF funds. Administrator Jordan said the City would need approval from the TIF Joint Review Board to amend the TID #4 project plan in order for TIF funds to be used to purchase the theater building.

Kupsik/Krohn motion to forward to council without recommendation. Motion carried by vote of 3 to 1, with Alderman Hougen opposed.

## **ORDINANCES**

**First Reading of Ordinance 12-08, a Charter Ordinance to combine the positions of Treasurer and Deputy Clerk**

Administrator Jordan said the ordinance is based on the Personnel Committee's recommendation to combine the elected City Treasurer position with the appointed Deputy Clerk position into one appointed "Deputy Clerk/Treasurer" position. He said the draft ordinance was first reviewed by the Committee of the Whole at the May 7<sup>th</sup> meeting. First reading only; no action taken.

**First Reading of Ordinance 12-09, amending Chapter 74, Traffic and Vehicles, regarding parking meters and limited time parking zones**

Chairperson Hill said the Parking Commission recommended updates to the City's parking ordinances as they relate to implementation of the new parking system. First reading only; no action taken.

**First Reading of Ordinance 12-10, repealing Sec. 90-35 of Chapter 90, Waterways, regarding beach sampling**

Chairperson Hill said the City adopted a new policy for beachwater sampling that would replace the current ordinance. She said the purpose of Ordinance 12-10 is to repeal the beachwater sampling ordinance. First reading only; no action taken.

**First Reading of Ordinance 12-11, amending Chapter 62, Streets, Sidewalks and Other Public Places, regarding petition requirement for Street Use Permit applications**

Chairperson Hill said this issue was discussed at the Committee of the Whole meeting on May 7<sup>th</sup>. The purpose of the ordinance is to remove the petition requirement for certain annual events like the Memorial Day Parade and Christmas Parade so that the applicants wouldn't need to collect signatures from at least 51% of the adjacent property owners. Administrator Jordan said the petition requirement was designed to prevent for-profit groups from putting together events that were not desirable to the City or adjacent property owners; the purpose was not to restrict certain annual events like those put on by the American Legion and the Chamber of Commerce. First reading only; no action taken.

## **LICENSES AND PERMITS**

**Original "Class A" Intoxicating Liquor and Class "A" Fermented Malt Beverage License Application for Kenru LLC d/b/a Village Gourmet & World Wine Shop, 725 West Main Street, Lake Geneva, Kenneth H. Conell, Agent**  
Kupsik/Krohn motion to recommend approval. Motion carried by vote of 4 to 0.

**Amendment of "Class B"/Class "B" Intoxicating Liquor and Fermented Malt Beverage License for sidewalk café premises extension filed by Scuttlebutts, 831 Wrigley Drive, Lake Geneva, Steven H. Sundberg, Agent**

Kupsik/Hougen motion to recommend approval. Motion carried by vote of 4 to 0.

**Park Permit application filed by Robert W. Klockars representing the Geneva Lake Conservancy for 35th Anniversary Kick Off event at the Flat Iron Park Gazebo from 9 a.m. to 4 p.m. on May 28, 2012 (recommended by Board of Park Commissioners 5/2/12)**

Kupsik/Hougen motion to recommend approval. Motion carried by vote of 4 to 0.

**Park Permit application filed by George Hennerley representing the Lake Geneva Area Chamber of Commerce for Concerts in the Park Series at Flat Iron Park from 6:30 to 8:30 p.m. on Thursdays in July and August 2012 (except August 16th due to Venetian Fest) (recommended by Board of Park Commissioners 5/2/12)**

Kupsik/Krohn motion to recommend approval. Motion carried by vote of 4 to 0.

**Park Permit application filed by George Hennerley representing the Lake Geneva Area Chamber of Commerce for Winterfest at the Riviera from January 28 to February 3, 2013 (recommended by Board of Park Commissioners 5/2/12)**

Kupsik/Hougen motion to recommend approval. Motion carried by vote of 4 to 0.

**Street Use Permit Application filed by Chuck Schlehlein representing the American Legion Post 24 for Memorial Day Parade and Ceremony using Wisconsin Street and part of Cook Street for staging from 9 to 10 a.m. and Broad Street to the Riviera from 10 to 10:30 a.m. on May 28, 2012**

Kupsik/Krohn motion to recommend approval. Motion carried by vote of 4 to 0.

**Renewal "Class B"/Class "B" Intoxicating Liquor & Fermented Malt Beverage License applications**

Alderman Krohn indicated that in past years the Committee recommended continuing renewal applications for applicants that had any holds or delinquencies. City Clerk Hawes said one applicant has a personal property tax delinquency. He suggested this application could be continued until the next meeting. He said the other applications should be approved contingent on the condition that there are no other holds or liabilities that come up.

Kupsik/Hougen motion to recommend approval of renewal of "Class B"/Class "B" Intoxicating Liquor & Fermented Malt Beverage License applications filed by the following, pending any outstanding liabilities to the City being paid and all distributor invoices and Department of Revenue holds being cleared prior to issuance of the licenses:

422 S Wells St Ltd d/b/a Celebration on Wells, 422 S. Wells Street, Lake Geneva, Charles Lorenzi, Agent  
American Legion Post 24, 735 Henry Street, Lake Geneva, Charles J. Schlehlein, Agent  
Anagnos Enterprises, Ltd. d/b/a Popeyes, Inc., 811 Wrigley Drive, Lake Geneva, Michael Anagnos, Agent  
Capitol Geneva, LLC d/b/a Sprecher's Restaurant & Pub, 111 Center Street, Lake Geneva, Stephen J. Schroeder, Agent  
Chubby Kitty LLC d/b/a Fat Cats, 104 Broad Street, Lake Geneva, Mark Basil, Agent  
GE Geneva, LLC d/b/a Gino's East, 300 Wrigley Drive, Lake Geneva, Jeff Whiteman, Agent  
Gleneagles LLC d/b/a Sopra, 724 Main Street, Lake Geneva, Alastair M. Cumming, Agent  
Golden Oaks Mansion, 421 Baker Street, Lake Geneva, Nancy Golden Waspi, Agent  
Harry's Café and Place Inc. d/b/a Harry's Café, 808 Main Street, Lake Geneva, James Chironis, Agent  
Hogs & Kisses, Inc. d/b/a Hogs & Kisses, 149 Broad Street, Lake Geneva, Linda Chironis, Agent  
L & B Mainstreet Inc. d/b/a Champs Sports Bar & Grill, 747 West Main Street, Lake Geneva, Gregory Bush, Agent  
LG Hospitality Group LLC d/b/a Tuscan Tavern & Grill, 430 N. Broad Street, Lake Geneva, Anne Gram Sayers, Agent  
DCR Restaurant Group LLC d/b/a The Next Door Pub, 411 Interchange North, Lake Geneva, Chad Bittner, Agent  
Pop More Corks Inc., 615-617 Main Street, Lake Geneva, David Biegemann, Agent  
Samson Enterprises, LLC d/b/a Carvetti's, 642 W. Main Street, Lake Geneva, Colleen Larimer, Agent  
Sandal Inc. d/b/a Lake Geneva Lanes, 192 E. Main Street, Lake Geneva, Franklin D. Guske, Sr., Agent  
Stone Soup LLC d/b/a Baker House, 327 Wrigley Drive, Lake Geneva, Charles Andrew Fritz, Agent  
Scuttlebutts, 831 Wrigley Drive, Lake Geneva, Steven H. Sundberg, Agent  
Swatek Sales Corp./SS2 Inc. d/b/a The Red Geranium Restaurant, 393 N. Edwards Boulevard, Mark P. Swatek, Agent  
Thumbs Up, Inc., 260 Broad Street, Lake Geneva, Michael J. Appel, Agent

Motion carried by vote of 4 to 0.

Kupsik/Krohn motion to continue renewal of the "Class B"/Class "B" Intoxicating Liquor & Fermented Malt Beverage License application filed by Medusa Grill & Bistro LLC d/b/a Medusa Grill & Bistro, 501 Broad Street, Lake Geneva, Gregory Anagnos, Agent to the meeting on May 29, 2012. Motion carried by vote of 4 to 0.

**Renewal Reserve "Class B"/Class "B" Intoxicating Liquor & Fermented Malt Beverage License applications**

Hill/Kupsik motion to recommend approval of Reserve "Class B"/Class "B" Intoxicating Liquor & Fermented Malt Beverage License applications filed by the following, pending any outstanding liabilities to the City being paid and all distributor invoices and Department of Revenue holds being cleared prior to issuance of the licenses:

Lake Aire Restaurant, 804 Main Street, Lake Geneva, George Argiropoulos, Agent  
Meridien Bella Vista Suites Hotel LLC d/b/a Bella Vista Suites Hotel, 335 Wrigley Drive, Theodore M. Harig, Agent  
Harborside Pub & Grill, 100 Broad Street, Lake Geneva, Spyro G. Condos, Agent  
Cove Condominium Association d/b/a The Cove of Lake Geneva, 111 Center Street, Lake Geneva, Sal Sardina, Agent  
Su Wings Corporation d/b/a Su Wings Restaurant, 743 North Street, Lake Geneva, Siu Wing Leung, Agent  
The Tempura House, LLC d/b/a The Tempura House, 306 Center Street, Lake Geneva, Pai Tsung Wang, Agent

Motion carried by vote of 4 to 0.

**Renewal "Class B"/Class "B" Intoxicating Liquor & Fermented Malt Beverage (Winery) License applications**

Hill/Kupsik motion to recommend approval of "Class B"/Class "B" Intoxicating Liquor & Fermented Malt Beverage (Winery) License applications filed by Jackson Wine, LLC d/b/a Studio Winery, 401 Sheridan Springs Road, Lake Geneva, Kathleen A. Jackson, Agent, pending any outstanding liabilities to the City being paid and all distributor invoices and Department of Revenue holds being cleared prior to issuance of the licenses. Motion carried by vote of 4 to 0.

**Renewal Class "B" Fermented Malt Beverage & "Class C" Wine License applications**

Hill/Kupsik motion to recommend approval of Class "B" Fermented Malt Beverage & "Class C" Wine License applications filed by the following, pending any outstanding liabilities to the City being paid and all distributor invoices and Department of Revenue holds being cleared prior to issuance of the licenses:

Bistro 220, 220 Cook Street, Lake Geneva, Ken Wenz, Agent  
Happy Restaurant, Inc, 526 Well Street, Lake Geneva, Min Ting Zhong, Agent  
Lake Geneva Creperie, Inc, 234 Broad Street, Lake Geneva, Ralph Kennedy, Agent  
Mama Cimos LLC, 131 Wells Street, Lake Geneva, Nick Cimino, Agent  
Guerrero Inc d/b/a Olympic Restaurant, 748 W. Main Street, Lake Geneva, Yolanda Zaveleta, Agent  
Pizza Co. of Lake Geneva d/b/a Original Chicago Pizza Co., 150 Center Street, Lake Geneva, John P. Register, Agent  
PH Hospitality Group LLC d/b/a Pizza Hut, 801 Williams Street, Lake Geneva, Mark Dillon, Agent  
Simple Café, LLC, 525 Broad Street, Lake Geneva, Thomas A. Hartz, Agent

Motion carried by vote of 4 to 0.

**Renewal "Class A"/Class "A" Liquor & Fermented Malt Beverage License applications**

Hill/Kupsik motion to recommend approval of "Class A"/Class "A" Liquor & Fermented Malt Beverage License applications filed by the following, pending any outstanding liabilities to the City being paid and all distributor invoices and Department of Revenue holds being cleared prior to issuance of the licenses:

Brutap LLC d/b/a Bruno's Liquors 524 Broad Street, Lake Geneva, James E. Sharkus, Agent  
Geneva Bay Market & Gifts, LLC, 252 Center Street, Lake Geneva, Patrick M. Kavanaugh, Agent  
Geneva Country Store, 605 Williams Street, Lake Geneva, Thomas Kaczmarek Sr., Agent  
Geneva Liquors Inc, 797 Wells Street, Lake Geneva, Kanwal B. Singh, Agent  
Prairie State Enterprises of Darien LLC d/b/a Lake Geneva Mobil, 350 N. Edwards Blvd, Kenneth B. Kearns, Agent  
Midwest Fuel LLC d/b/a Lake Geneva Shell, 501 Interchange North, Lake Geneva, John Consolino, Agent  
QuickNSave LLC d/b/a Quick Mart, 1231 Grant Street, Lake Geneva, Jatinder Singh Dhillon, Agent  
433 Broad Street, Inc. d/b/a Roses Fresh Market, 433 Broad Street, Lake Geneva, Eric B. Rose, Agent  
Fischer's on Buttons Bay Inc d/b/a Salami Sam's Deli and Market, 880 W. Main Street, Deborah L. Dalzell, Agent

Stinebrink's Lake Geneva Foods LLC d/b/a Stinebrink's Piggly Wiggly, 100 East Geneva Square, Mark E. Stinebrink, Agent  
Stop-N-Go of Madison, Inc. d/b/a Stop-N-Go #265, 896 Wells Street, Lake Geneva, Crystal Dent, Agent  
Target Corporation d/b/a Target Store T-2348, 660 N Edwards Boulevard, Donna Jeanne Bulington, Agent  
Queso Corp. LLC d/b/a The Cheese Box, 801 S. Wells Street, Lake Geneva, Leslie Schwinn, Agent  
Wal-Mart Stores East, LP d/b/a Wal-Mart Supercenter #910, 201 S. Edwards Boulevard, Cliff Floerke, Agent

Motion carried by vote of 4 to 0.

**Renewal Class "B" Fermented Malt Beverage License applications**

Hill/Kupsik motion to recommend approval of Class "B" Fermented Malt Beverage License applications filed by the following, pending any outstanding liabilities to the City being paid and all distributor invoices and Department of Revenue holds being cleared prior to issuance of the licenses:

Lake Geneva Brewing Emporium, LLC, 640 Main Street, Lake Geneva, Troy Anderson, Agent  
Lake Geneva Hospitality Group LLC d/b/a Comfort Suites, 300 E. Main Street, Lake Geneva, Sam Russo, Agent

Motion carried by vote of 4 to 0.

**Renewal "Class A" Liquor License application filed by the following:**

Hill/Kupsik motion to recommend approval of "Class A" Liquor License applications filed by the following, pending any outstanding liabilities to the City being paid and all distributor invoices and Department of Revenue holds being cleared prior to issuance of the licenses:

Lake Geneva School of Cooking LLC, 727 Geneva Street, Lake Geneva, John Bogan, Agent  
Cove Condominium Association d/b/a The Cove of Lake Geneva, 111 Center Street, Lake Geneva, Sal Sardina, Agent

Motion carried by vote of 4 to 0.

**Renewal Class "A" Fermented Malt Beverage License application filed by the following:**

Hill/Kupsik motion to recommend approval of Class "A" Fermented Malt Beverage License applications filed by the following, pending any outstanding liabilities to the City being paid and all distributor invoices and Department of Revenue holds being cleared prior to issuance of the licenses:

Tienda El Rancho, Inc., 1151 Elkhorn Road, Lake Geneva, Mercedes Jaramillo, Agent  
Geneva Lakes Convenience Corporation d/b/a Lake Geneva Clark, 728 Williams St, Lake Geneva, Cindy Todd, Agent

Motion carried by vote of 4 to 0.

**Discussion/Recommendation on service agreement with SimplexGrinnell for fire alarm inspection and other related services for the Geneva Lake Museum for the period of June 1, 2012 to May 31, 2015 in the total amount of \$2,936.00**

Kupsik/Hill motion to recommend approval. Alderman Hougen asked if the City bids out for these services. Administrator Jordan said they are bid out along with the services at City Hall building. He said the City gets a better deal to include both buildings together. Motion carried by vote of 4 to 0.

**Discussion/Recommendation on disposition of old skate park equipment (recommended by Board of Park Commissions 5/2/12)**

Alderman Kupsik said Covenant Harbor approached the City with the offer to remove the equipment and fencing at the old skate park at no cost. In exchange, they have asked to keep the old skate park items. Alderman Kupsik said the Board of Park Commissioners discussed this proposal and felt it would be most prudent for the City to attempt to sell the skate park items at a minimum price of \$5,000.00. If the items don't sell after advertising for a month or two, then the City could consider Covenant Harbor's request. Alderman Hill asked if the items would be sold altogether or piece-mealed. Alderman Kupsik said the Board of Park Commissioners is recommending selling that all in one lump. Administrator

Jordan said he could post the items on the Wisconsin municipalities listserv. Alternatively, he said the equipment could be sold to skateboard equipment companies.

Kupsik/Hougen motion to recommend putting the equipment up for sale at the minimum price of \$5,000.00, for a period of at least 60 days. Motion carried by vote of 4 to 0.

**Discussion/Recommendation on CDARS renewal or reinvestment**

Comptroller Pollitt said the City has a CDARS fund in the amount of \$600,000.00 coming due next month. She recommended renewing a term shorter than one year in case the Council wished to terminate the TIF.

Kupsik/Krohn motion to recommend renewal of the CDARS in the amount of \$600,000.00 for a 26-week period with Community Bank of Delavan at the rate of 0.25%. Motion carried by vote of 4 to 0.

**Presentation of Accounts**

Kupsik/Krohn motion to recommend approval of Prepaid Bills in the amount of \$59,292.65. Motion carried by vote of 4 to 0.

Kupsik/Krohn motion to recommend approval of Regular Bills in the amount of \$271,794.04. Motion carried by vote of 4 to 0.

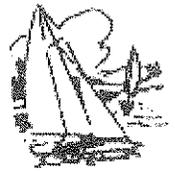
**Adjournment**

Kupsik/Krohn motion to adjourn at 7:15 p.m. Motion carried by vote of 4 to 0.

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/s/ Michael D. Hawes, City Clerk

**THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED  
BY THE FINANCE, LICENSE & REGULATION COMMITTEE**



**REGULAR CITY COUNCIL MEETING**  
**TUESDAY, MAY 29, 2012 – 7:00 PM**  
**COUNCIL CHAMBERS, CITY HALL**

**AGENDA**

1. Mayor Connors calls the meeting to order
2. Pledge of Allegiance – Alderman Krohn
3. Roll Call
4. Awards, Presentations, and Proclamations
5. Re-consider business from previous meeting
6. Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda, except for public hearing items. Comments will be limited to 5 minutes.
7. Acknowledgement of Correspondence
8. Approve Regular City Council Meeting minutes of May 14, 2012, as published and distributed
9. Presentation of 2011 Financial Audit by David Maccoux, CPA of Schenck SC
10. Acceptance of 2011 Financial Audit, as presented by Schenck SC
11. Discussion/Action on appointment of Fourth District Alderman
12. Public Hearing on the extension of the General Development Plan (GDP) for the North Gate Retail Center planned development filed by KC Northgate, LLC
13. **Second Reading of Ordinance 12-08, a Charter Ordinance to combine the positions of Treasurer and Deputy Clerk**
14. **Second Reading of Ordinance 12-09, amending Chapter 74, Traffic and Vehicles, regarding parking meters and limited time parking zones**
15. **Finance, License and Regulation Committee Recommendations – Alderman Hill**
  - A. **RESOLUTIONS**
    - 1) **Resolution 12-R42, designating \$46,113.26 to the Reserve Park Fund in 2011**
  - B. **ORDINANCES**

- 1) **First Reading of Ordinance 12-12, amending Section 2-42 of the Municipal Code to add a consent agenda to the City Council order of business**

**C. LICENSES & PERMITS**

- 1) Amendment of “Class B”/Class “B” Intoxicating Liquor and Fermented Malt Beverage License for sidewalk café premises extension filed by Anagnos Enterprises, Ltd. d/b/a Popeyes, Inc., 811 Wrigley Drive, Lake Geneva, Michael Anagnos, Agent
  - 2) Renewal of “Class B”/Class “B” Intoxicating Liquor & Fermented Malt Beverage License application filed by Medusa Grill & Bistro LLC d/b/a Medusa Grill & Bistro, 501 Broad Street, Lake Geneva, Gregory Anagnos, Agent (*continued 5/14/12*)
  - 3) Renewal of “Class A”/Class “A” Intoxicating Liquor & Fermented Malt Beverage License application filed by Kenru LLC d/b/a Village Gourmet & World Wine Shop, 725 West Main Street, Lake Geneva, Kenneth H. Conell, Agent
  - 4) Street Use Permit Application filed by Brandon Presern representing RAM Racing for Big Foot Triathlon using portions of West South Street, East South Street, Wells Street, Willow Road and South Lakeshore Drive on June 24, 2012 from 4 a.m. to 2 p.m.
  - 5) Street Use Permit Application filed by Tara Trent representing Maple Park Homeowner’s Association for Maple Park Block Party using Geneva Street, between Maxwell Street and Warren Street, on June 16, 2012 from 5 p.m. to 8 p.m.
  - 6) Street Use Permit Application filed by George Hennerley representing Geneva Lake Area Chamber of Commerce for Oktoberfest using the 200 block of Broad Street on October 6 and October 7, 2012 from 10 a.m. to 6 p.m.
  - 7) Street Use Permit Application filed by George Hennerley representing Geneva Lake Area Chamber of Commerce for Christmas Parade using Broad Street and Main Street on December 1, 2012 from 4 p.m. to 6:30 p.m.
- D.** Discussion/Action on award of contract for Library Public Restroom Remodel to Mohr Construction in the amount of \$47,900.00
- E.** Discussion/Action on CD renewal or reinvestment

**16. Parking Commission – Alderman Hill**

- A. Discussion/Action on a study for the need, cost and recommendations for a parking structure

**17. Public Works Committee – Alderman Mott**

- A. Discussion/Action on rebidding Downtown Traffic Signals project

**18. Plan Commission – Alderman Hougen**

- A. **Resolution 12-R43, authorizing the issuance of a Conditional Use Permit filed by Reeds Construction LLC, W3199 S. Lake Shore Drive, Lake Geneva, WI 53147 for Antoinette Sottrel, 5N501 Curling Pond Road, Wayne, IL 60184, to construct a new pier at 1084 La Grange Drive, Lake Geneva, WI 53147 Tax Key Number ZLE 00003, pending DNR approval, verification of riparian rights and including all staff recommendations**
- B. **Resolution 12-R44, authorizing the issuance of a Conditional Use Permit filed by Reeds Construction LLC, W3199 S. Lake Shore Drive, Lake Geneva, WI 53147 for John and Barbara**

Salyer, 1900 E. Golf Rd. Suite 1030, Schaumburg, IL 60173 for an addition to their existing pier, to extend the pier and add an additional slip at 845 Bayview Drive, Lake Geneva, WI 53147, Tax Key Number ZGB 00006, including all staff recommendations, DNR approval and conformity with the DNR regulated number of boats allowed at this location

- C. Resolution 12-R44, authorizing the issuance of a Conditional Use Permit filed by Deborah Dalzell, W3274 S. Lake Shore Drive, Lake Geneva, WI 53147 to modify an existing non-conforming pole sign by replacing the faces with new signage located at 880 W. Main Street, Lake Geneva, WI 53147, Tax Key Number ZOP 00337, including all staff recommendations, and specifically the change in the red color of the sign to burgundy
- D. Resolution 12-R44, authorizing the issuance of a Conditional Use Permit filed by Chad Steen, 602 E. Market Street, Elkhorn, WI, 53121, for a coffee shop and Deli (Indoor and Outdoor Commercial Entertainment) at 835 Wrigley Drive, Lake Geneva, WI 53147, Tax Key Number ZOP 00339, including all staff recommendations
- E. Discussion/Action on application for a Certified Survey Map, filed by Lael Vandenburg, N2365 Bonnie Brae, Lake Geneva, WI 53147 for land located at N2365 Bonnie Brae, Lake Geneva, WI 53147 in the Town of Linn which is also with the City's extra territorial plat review area, including all staff recommendations and the recommendation made by the Department of Administration in a letter dated May 14, 2012
- F. Discussion/Action on application for a Certified Survey Map, filed by Jeanne Allis, W3691 Snake Road, Lake Geneva, WI 53147 for land located at W3691 Snake Road, Lake Geneva, WI 53147 in the Town of Linn which is also with the City's extra territorial plat review area subject to the Department of Administration recommendations in a letter dated May 17, 2012, a recommendation by the City Engineer in a letter dated May 16, 2012 and all staff recommendations

**19. Presentation of Accounts – Alderman Hill**

- A. Purchase Orders
- B. Prepaid Bills in the amount of \$1,255.69
- C. Regular Bills in the amount of \$209,882.40

**20. Mayoral Appointments – Mayor Connors**

- A. Reassignments to committee positions formally held by Terry O'Neill

**21. Closed Session**

Motion to go into Closed Session pursuant to Wis. Stat. 19.85 (1)(g) to confer with legal counsel who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation which it is or is likely to become involved in re: Village of Bloomfield Annexation (City Attorney Draper)

- 22. Motion to return to open session pursuant to Wisconsin Statutes 19.85 (2) and take action on any items discussed in Closed Session

**23. Adjournment**

*Requests from persons with disabilities, who need assistance to participate in this meeting or hearing, should be made to the City Clerk's office in advance so the appropriate accommodations can be made.*

5/25/12 3:14PM

cc: Aldermen, Mayor, Administrator, Attorney, Department Heads, Media

**REGULAR CITY COUNCIL MEETING**  
**MONDAY, MAY 14, 2012 – 7:00 PM**  
**COUNCIL CHAMBERS, CITY HALL**

Mayor Connors called the meeting to order at 7:17 p.m.

The Pledge of Allegiance was led by Alderman Kupsik.

**Roll Call.** Present: Aldermen Hougen, Wall, Mott, Hill, Kehoe, Kupsik and Krohn. Also present: Administrator Jordan, City Attorney Draper and City Clerk Hawes.

**Awards, Presentations, and Proclamations.**

Trudy Rauch, President of the American Legion Auxiliary, addressed the Council to discuss the national memorial poppy program as a means of honoring and supporting those men and women who have served in the armed forces. She thanked the community for their support and presented memorial poppies to each of the members of the Council.

Mayor Connors announced the Lake Geneva Police Department held its annual awards ceremony after the Police and Fire Commission meeting on May 10<sup>th</sup>. City Clerk Hawes read the names of the individuals who were recognized during the award ceremony.

**Re-consider business from previous meeting.** None.

**Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda, except for public hearing items. Comments will be limited to 5 minutes.**

Andrea Peterson, Director of the Lake Geneva Public Library, addressed the Council in regard to item 15a, parking for library employees. She said the new parking regulations are making it difficult for library staff to find safe and adequate parking. She also said the cost of parking affects the financial situation for the employees. She asked the Council to give consideration to providing parking for these individuals.

Spyro Condos, 1760 Hillcrest Drive, Lake Geneva, expressed support for keeping TID #4 open. Mr. Condos said that in his experience as mayor, he found tax incremental financing to be an important tool for making improvements around the City. He discussed projects that were successfully completed using TIF funds. Mr. Condos noted that taxpayers pay little to keep the TID open. He said if he had a vote, he would vote to keep the TID open and get as much public improvements out of it as possible.

Ken Etten, 1109 Wisconsin Street, Lake Geneva, addressed the Council as President of the Friends of Geneva Theater. Mr. Etten urged the Council to keep TID #4 open. He said the TID has had a positive impact on the community. He referenced the business park as an example of how TIF has been successfully used. Mr. Etten suggested the TID be kept open to complete other projects that have yet to be completed.

Lily Maceli, 1443 Lasalle Street, Lake Geneva, approached the Council as a board member for the Friends of Geneva Theater. She expressed support for keeping the TID open. She said there are many projects still to be done.

Carole Smith, 330 Oakwood Lane, Lake Geneva, spoke about items 15a and 15b on the agenda. She said she is a part-time employee at the library and it is difficult to find parking in the summer. She asked that the Council consider providing new options for library employee parking. Ms. Smith also spoke in support of the weekend shuttles to help alleviate parking on the busy weekends in the City.

Fritz Oppenlander, 2480 Partridge Woods Court, Burlington, addressed the Council as Vice President of the Library Board of Trustees. He asked the Council give consideration to providing new parking options for library employees. He said some employees leave as late as 8:15 p.m. and there are safety issues when they have to park many blocks away. Mr. Oppenlander said there is a second issue of finances. For relatively new employees, the cost of parking is equal to giving up an hour of pay every day.

Gary Milliette, 493 Wrigley Drive, Lake Geneva, spoke in favor of closing TID #4. He said TIF districts are designed to relieve blight. He questioned whether there is truly blight in downtown Lake Geneva. Mr. Milliette said \$2 million in taxes every year is levied against tax payers to support TID #4. He said that if the City closed TID #4, 25% of \$2 million would go into the City's general fund.

Kevin Fleming, 1032 Wisconsin Street, Lake Geneva, addressed the Council as the President of the Business Improvement District. Mr. Fleming urged the Council to keep TID #4 open. He also expressed support for providing parking shuttles on high volume weekends.

Marty Smith, 330 Oakwood Lane, Lake Geneva, spoke as chairman of the Parking Commission. Mr. Smith said the Parking Commission is reviewing multiple options for improving parking in the downtown area. He explained that keeping TID #4 open leaves some potential for funding some needed parking improvements. He also expressed support for providing shuttle buses on certain weekends and to explore new parking options for library employees.

Pete Peterson, 1601 Evergreen lane, Lake Geneva, asked the Council to close TID #4. He said Mayor Connors ran for mayor on the platform that he would close the TID. Mr. Peterson said he favored keeping the TID open if \$4-5 million was put into increasing the size of the library.

Bill Huntress, 1015 Pleasant Street Lake Geneva, spoke in favor of closing the TID. He said the TID is limited in that it cannot be used for maintenance. Mr. Huntress suggested community groups raise a matching fund for certain projects, rather than asking the City to use TIF funds. He agreed that many great projects have been completed with TIF in Lake Geneva, but suggested TIF has been abused.

#### **Acknowledgement of Correspondence.**

City Clerk Hawes reported the City received a letter from Patti Geissal, Lake Geneva Library, dated April 25, 2012, expressing concerns with parking for library employees. Ms. Geissal said new parking regulations will have an adverse effect on the net earnings of library employees. She stated library employees are the only City employees without well-lighted, free parking close to their buildings.

The City also received a letter from Jerry B. Polek, N1419 Academy Road, Town of Linn, dated April 30, 2012, suggesting the City consider not using numbered parking stall posts with its new parking system. As an alternative, Mr. Polek suggested a system similar to Chicago where the receipt is placed on the dashboard and there is a "two-hour anywhere" system.

Mr. Hawes said the City received a letter from Terry O'Neill, 954 George Street, Lake Geneva, dated May 6, 2012, announcing his resignation as fourth district alderman, effective May 7, 2012.

The City received a letter from George Hennerley and John Stensland on behalf of the Geneva Lake Area Chamber of Commerce dated May 14, 2012 urging the City to not close Tax Incremental Financing District #4. The letter states the Chamber Board believes the positive benefits of keeping TID #4 far outweigh the limited benefits of its closure.

Mr. Hawes reported the City received a letter from Ed Yaeger, 421 Water Street, Lake Geneva, dated May 14, 2012 expressing opposition for keeping TID #4 open. Mr. Yaeger said keeping the TID open would "charge the electorate with another \$2 million and will have a serious effect on how our local government is viewed." He said the Geneva Theater restoration project could be completed with or without TID #4.

A letter dated May 14, 2012 was also forwarded to the City from Terry O'Neill, 954 George Street, Lake Geneva, asking the Council to table Ordinance 12-10. Mr. O'Neill said the city administrator did not follow the protocol of the beach sampling ordinance following a high reading on Monday, July 11, 2011. He said that repealing the beach sampling ordinance would eliminate legal enforcement of the beach sampling protocol.

Copies of said correspondence were distributed to the Mayor and City Council and are on file in the City Clerk's office.

#### **Approval of Minutes**

Mott/Wall motion to approve the Regular City Council Meeting minutes of April 23, 2012, as published and distributed. Motion carried by vote of 7 to 0.

**Acceptance of letter of resignation submitted by Terry O'Neill from the office of fourth district alderman for the term expiring April 2013**

Kupsik/Kehoe motion to accept Terry O'Neill's letter of resignation. Motion carried by vote of 7 to 0.

**Discussion on procedures for filling the vacancy of fourth district alderman**

Mayor Connors said there is a copy of the state statutes relating to Council vacancy in the meeting packet. He clarified that it is the Council's decision to appoint a new alderman to fill the vacancy, not the mayor's decision. He said the statutes provide an option to appoint an alderman or to hold a special election; by statute, the special election couldn't be held until November. City Attorney Draper said the Council could also appoint someone to serve until the special election.

Mott/Kehoe motion to recommend that the Council nominate and appoint an alderperson at the May 29, 2012 regular meeting. Alderman Wall recommended that the City advertise the opening of the position in the newspaper. Alderman Kehoe said it is important to fill the vacancy as soon as possible. Alderman Kupsik agreed, stating that they should not wait to keep the position vacant for longer than the next regular meeting. Motion carried by vote of 7 to 0.

**Discussion/Action on scheduling public hearing for a request submitted on behalf of KC Northgate, LLC for the extension of the General Development Plan (GDP) for the North Gate Retail Center planned development**

Administrator Jordan said when a developer gets approval of a GDP they have five years to fully implement it. He said in this case, the developed has one building constructed out of the two proposed. He said the developer has approached the City to request an extension. Alderman Kupsik asked if the Council has the authority to grant an extension of less than five years. City Attorney Draper said the Council can determine how long of an extension they would like to give.

Wall/Hougen motion to set a public hearing date of May 29, 2012 at the regular Council meeting. Motion carried by vote of 7 to 0.

**Discussion/Action on assignment of agreement for skate park construction administration services from Action Sport Development LLC to Stantec Planning & Landscape Architecture P.C.**

Administrator Jordan said Stantec Planning & Landscape Architecture recently acquired Action Sport Development, the company that is doing construction administration services for the new skate park. He said Stantec is requesting this project is completed under their new business structure. Mr. Jordan said staff has been assured that the same personnel will be completing the project. City Attorney Draper said he received a letter to that effect. Alderman Kupsik asked if the City can be assured that there won't be any increase in price. City Attorney Draper said the original contract amount would still hold.

Hill/Kupsik motion to accept assignment of agreement for skate park construction administration services from Action Sport Development LLC to Stantec Planning & Landscape Architecture P.C.

Roll Call: Wall, Mott, Hill, Kehoe, Kupsik and Krohn voted "yes." Hougen voted "no." Motion carried 6 to 1.

**Discussion/Action on establishing a consent agenda**

Mayor Connors said this item was discussed at the Committee of the Whole meeting on May 7<sup>th</sup>. Administrator Jordan discussed the purpose of a consent agenda, referencing the League of Wisconsin Municipality's description of the consent agenda. Alderman Kupsik said that using a consent agenda would help the Council be more efficient at its meetings.

Kupsik/Mott motion to approve establishing a consent agenda. City Attorney Draper said the Council would need to approve an ordinance amending the order of business of Council meetings.

Roll Call: Hougen, Wall, Mott, Hill, Kehoe, Kupsik and Krohn voted "yes." Motion carried 7 to 0.

## Finance, License and Regulation Committee Recommendations – Alderman Hill

### RESOLUTIONS

#### **Resolution 12-R40, establishing salaries for elected officials as approved in the 2012 budget, to be effective May 1, 2012**

Hill/Wall motion to approve. Alderman Hill said the purpose of Resolution 12-R40 is to reflect the 2012 budget increase in the City Treasurer salary, from \$14,000.00 to \$16,000.00 per year. She said the change could not be made until after last month's election. The increase would take effect retroactively to May 1, 2012.

Roll Call: Hougen, Wall, Mott, Hill, Kehoe, Kupsik and Krohn voted "yes." Motion carried 7 to 0.

#### **Resolution 12-R41, terminating TIF District No. 4 and authorizing the City Treasurer to distribute excess increment to overlying taxing districts**

Kupsik/Hill motion to deny Resolution 12-R41. Alderman Kupsik said TIF is a mechanism that is used to the City's benefit. He said there are projects that have been budgeted that should be completed. Alderman Wall said he partially agreed, but suggested that the Council get a list of current TID projects together and decide to vote up or down on them. Alderman Wall further suggested that TID #4 be closed at the end of 2012.

Alderman Kehoe said she supports keeping the TID open because it provides opportunities to bring businesses to the area. She referenced the proposed Geneva Theater revitalization as a project that could improve the City's business climate. Alderman Hill said she is less concerned with the new projects in the future and more concerned with completing the projects that have been in TID budget for many years. She suggested it is prudent to keep the TID open at least one more year. Alderman Hougen said the TID has been used to make improvements around the downtown area that have, in turn, encouraged property owners to make improvements to their own property. He discussed unemployment problems in the community and suggested that TIF funds could be used for economic development. Alderman Wall said that the public has been under the impression from certain aldermen that the TID would be closed if they got elected to office. He suggested they stick to their word.

Administrator Jordan said there is little financial benefit to closing the TID. Mayor Connors asked which Council members voted in the past to closed TID #4. Mr. Jordan said there was never an official vote. Alderman Mott said he tends to agree with Alderman Kupsik in regard to keeping the TID open. He said TIF should be used to enhance employment and the beauty of the City. Administrator Jordan read a list of projects around the City that had been funded by the TID in the past.

Roll Call: Hougen, Mott, Hill, Kehoe and Kupsik "yes." Wall and Krohn voted "no." Motion carried 5 to 2.

### ORDINANCES

#### **First Reading of Ordinance 12-08, a Charter Ordinance to combine the positions of Treasurer and Deputy Clerk**

First reading only; no action taken.

#### **First Reading of Ordinance 12-09, amending Chapter 74, Traffic and Vehicles, regarding parking meters and limited time parking zones**

Hill/Kehoe motion to suspend the rules and proceed to a second reading of Ordinance 12-09. Motion to suspend the rules requires a three-fourths vote of the Council members present. Motion failed by vote of 5 to 2, with Aldermen Wall and Krohn opposed.

First reading only; no action taken.

#### **First Reading of Ordinance 12-10, repealing Sec. 90-35 of Chapter 90, Waterways, regarding beach sampling**

Kupsik/Hougen motion to suspend the rules and proceed to a second reading of Ordinance 12-10. Motion carried by vote of 6 to 1, with Alderman Wall opposed.

Second reading of Ordinance 12-10. Kupsik/Kehoe motion to approve Ordinance 12-10. Alderman Kupsik said the new policy allows the City to be more effective with the beach sampling process. The current ordinance does not allow enough flexibility for taking follow-up readings. Alderman Kehoe said the new sampling policy is very important for safety at the beach.

Roll Call: Hougen, Mott, Hill, Kehoe, Kupsik and Krohn voted "yes." Wall voted "no." Motion carried 6 to 1.

**First Reading of Ordinance 12-11, amending Chapter 62, Streets, Sidewalks and Other Public Places, regarding petition requirement for Street Use Permit applications**

Kupsik/Mott motion to suspend the rules and proceed to a second reading of Ordinance 12-10. Motion carried by vote of 7 to 0.

Second reading of Ordinance 12-11. Kupsik/Hill motion to approve Ordinance 12-11. Administrator Jordan explained that the purpose of the petition requirement was to give property owners the ability to block an unwanted event from happening along their property. The intent was not to make the application process more difficult for certain annual events like the parades put on by the Chamber of Commerce and American Legion. Mr. Jordan said this ordinance would provide an exception for these annual City events.

Roll Call: Hougen, Wall, Mott, Hill, Kehoe, Kupsik and Krohn voted "yes." Motion carried 7 to 0.

**LICENSES AND PERMITS**

**Original "Class A" Intoxicating Liquor and Class "A" Fermented Malt Beverage License Application for Kenru LLC d/b/a Village Gourmet & World Wine Shop, 725 West Main Street, Lake Geneva, Kenneth H. Conell, Agent**

Hill/Mott motion to approve. Motion carried by vote of 7 to 0.

**Amendment of "Class B"/Class "B" Intoxicating Liquor and Fermented Malt Beverage License for sidewalk café premises extension filed by Scuttlebutts, 831 Wrigley Drive, Lake Geneva, Steven H. Sundberg, Agent**

Hill/Wall motion to approve. Alderman Hill said the applicant is requesting to amend their alcohol license in order to serve alcohol in their sidewalk café area. Motion carried by vote of 7 to 0.

**Park Permit application filed by Robert W. Klockars representing the Geneva Lake Conservancy for 35th Anniversary Kick Off event at the Flat Iron Park Gazebo from 9 a.m. to 4 p.m. on May 28, 2012 (recommended by Board of Park Commissioners 5/2/12)**

Hill/Kupsik motion to approve. Motion carried by vote of 7 to 0.

**Park Permit application filed by George Hennerley representing the Lake Geneva Area Chamber of Commerce for Concerts in the Park Series at Flat Iron Park from 6:30 to 8:30 p.m. on Thursdays in July and August 2012 (except August 16th due to Venetian Fest) (recommended by Board of Park Commissioners 5/2/12)**

Hill/Wall motion to approve. Alderman Hill said it is a longstanding, successful series in the park. Motion carried by vote of 7 to 0.

**Park Permit application filed by George Hennerley representing the Lake Geneva Area Chamber of Commerce for Winterfest at the Riviera from January 28 to February 3, 2013 (recommended by Board of Park Commissioners 5/2/12)**

Hill/Mott motion to approve. Motion carried by vote of 7 to 0.

**Street Use Permit Application filed by Chuck Schlehlein representing the American Legion Post 24 for Memorial Day Parade and Ceremony using Wisconsin Street and part of Cook Street for staging from 9 to 10 a.m. and Broad Street to the Riviera from 10 to 10:30 a.m. on May 28, 2012**

Hill/Wall motion to approve. Wall/Hougen motion to amend the motion and include the waiving of permit fees. Amendment carried by vote of 7 to 0. Motion carried by vote of 7 to 0.

**Renewal "Class B"/Class "B" Intoxicating Liquor & Fermented Malt Beverage License applications**

Mott/Kupsik motion to suspend the rules and consider items 14(C)(7)(a-l, n-u) as one item. Motion carried by vote of 7 to 0.

Hill/Hougen motion to approve renewal of "Class B"/Class "B" Intoxicating Liquor & Fermented Malt Beverage License applications filed by the following, pending any outstanding liabilities to the City being paid and all distributor invoices and Department of Revenue holds being cleared prior to issuance of the licenses.

422 S Wells St Ltd d/b/a Celebration on Wells, 422 S. Wells Street, Lake Geneva, Charles Lorenzi, Agent  
American Legion Post 24, 735 Henry Street, Lake Geneva, Charles J. Schlehlein, Agent  
Anagnos Enterprises, Ltd. d/b/a Popeyes, Inc., 811 Wrigley Drive, Lake Geneva, Michael Anagnos, Agent  
Capitol Geneva, LLC d/b/a Sprecher's Restaurant & Pub, 111 Center Street, Lake Geneva, Stephen J. Schroeder, Agent  
Chubby Kitty LLC d/b/a Fat Cats, 104 Broad Street, Lake Geneva, Mark Basil, Agent  
GE Geneva, LLC d/b/a Gino's East, 300 Wrigley Drive, Lake Geneva, Jeff Whiteman, Agent  
Gleneagles LLC d/b/a Sopra, 724 Main Street, Lake Geneva, Alastair M. Cumming, Agent  
Golden Oaks Mansion, 421 Baker Street, Lake Geneva, Nancy Golden Waspi, Agent  
Harry's Café and Place Inc. d/b/a Harry's Café, 808 Main Street, Lake Geneva, James Chironis, Agent  
Hogs & Kisses, Inc. d/b/a Hogs & Kisses, 149 Broad Street, Lake Geneva, Linda Chironis, Agent  
L & B Mainstreet Inc. d/b/a Champs Sports Bar & Grill, 747 West Main Street, Lake Geneva, Gregory Bush, Agent  
LG Hospitality Group LLC d/b/a Tuscan Tavern & Grill, 430 N. Broad Street, Lake Geneva, Anne Gram Sayers, Agent  
DCR Restaurant Group LLC d/b/a The Next Door Pub, 411 Interchange North, Lake Geneva, Chad Bittner, Agent  
Pop More Corks Inc., 615-617 Main Street, Lake Geneva, David Biegemann, Agent  
Samson Enterprises, LLC d/b/a Carvetti's, 642 W. Main Street, Lake Geneva, Colleen Larimer, Agent  
Sandal Inc. d/b/a Lake Geneva Lanes, 192 E. Main Street, Lake Geneva, Franklin D. Guske, Sr., Agent  
Stone Soup LLC d/b/a Baker House, 327 Wrigley Drive, Lake Geneva, Charles Andrew Fritz, Agent  
Scuttlebutts, 831 Wrigley Drive, Lake Geneva, Steven H. Sundberg, Agent  
Swatek Sales Corp./SS2 Inc. d/b/a The Red Geranium Restaurant, 393 N. Edwards Boulevard, Mark P. Swatek, Agent  
Thumbs Up, Inc., 260 Broad Street, Lake Geneva, Michael J. Appel, Agent

Motion carried by vote of 7 to 0.

Hill/Kupsik motion to continue renewal of the "Class B"/Class "B" Intoxicating Liquor & Fermented Malt Beverage License application filed by Medusa Grill & Bistro LLC d/b/a Medusa Grill & Bistro, 501 Broad Street, Lake Geneva, Gregory Anagnos, Agent to the meeting on May 29, 2012. Motion carried by vote of 7 to 0.

**Renewal Reserve "Class B"/Class "B" Intoxicating Liquor & Fermented Malt Beverage License applications**

Hill/Hall motion to suspend the rules and consider items 14(C)(8)(a-f) as one item. Motion carried by vote of 7 to 0.

Wall/Kupsik motion to approve renewal of Reserve "Class B"/Class "B" Intoxicating Liquor & Fermented Malt Beverage License applications filed by the following, pending any outstanding liabilities to the City being paid and all distributor invoices and Department of Revenue holds being cleared prior to issuance of the licenses:

Lake Aire Restaurant, 804 Main Street, Lake Geneva, George Argiropoulos, Agent  
Meridien Bella Vista Suites Hotel LLC d/b/a Bella Vista Suites Hotel, 335 Wrigley Drive, Theodore M. Harig, Agent  
Harborside Pub & Grill, 100 Broad Street, Lake Geneva, Spyro G. Condos, Agent  
Cove Condominium Association d/b/a The Cove of Lake Geneva, 111 Center Street, Lake Geneva, Sal Sardina, Agent  
Su Wings Corporation d/b/a Su Wings Restaurant, 743 North Street, Lake Geneva, Siu Wing Leung, Agent  
The Tempura House, LLC d/b/a The Tempura House, 306 Center Street, Lake Geneva, Pai Tsung Wang, Agent

Motion carried by vote of 7 to 0.

**Renewal "Class B"/Class "B" Intoxicating Liquor & Fermented Malt Beverage (Winery) License applications**

Hill/Kupsik motion to approve renewal of "Class B"/Class "B" Intoxicating Liquor & Fermented Malt Beverage (Winery) License applications filed by Jackson Wine, LLC d/b/a Studio Winery, 401 Sheridan Springs Road, Lake

Geneva, Kathleen A. Jackson, Agent, pending any outstanding liabilities to the City being paid and all distributor invoices and Department of Revenue holds being cleared prior to issuance of the licenses. Motion carried by vote of 7 to 0.

**Renewal Class “B” Fermented Malt Beverage & “Class C” Wine License applications**

Kupsik/Wall motion to suspend the rules and consider items 14(C)(10)(a-h) as one item. Motion carried by vote of 7 to 0.

Kupsik/Wall motion to approve renewal of Class “B” Fermented Malt Beverage & “Class C” Wine License applications filed by the following, pending any outstanding liabilities to the City being paid and all distributor invoices and Department of Revenue holds being cleared prior to issuance of the licenses:

Bistro 220, 220 Cook Street, Lake Geneva, Ken Wenz, Agent  
Happy Restaurant, Inc, 526 Wells Street, Lake Geneva, Min Ting Zhong, Agent  
Lake Geneva Creperie, Inc, 234 Broad Street, Lake Geneva, Ralph Kennedy, Agent  
Mama Ciminos LLC, 131 Wells Street, Lake Geneva, Nick Cimino, Agent  
Guerrero Inc d/b/a Olympic Restaurant, 748 W. Main Street, Lake Geneva, Yolanda Zaveleta, Agent  
Pizza Co. of Lake Geneva d/b/a Original Chicago Pizza Co., 150 Center Street, Lake Geneva, John P. Regester, Agent  
PH Hospitality Group LLC d/b/a Pizza Hut, 801 Williams Street, Lake Geneva, Mark Dillon, Agent  
Simple Café, LLC, 525 Broad Street, Lake Geneva, Thomas A. Hartz, Agent

Motion carried by vote of 7 to 0.

**Renewal “Class A”/Class “A” Liquor & Fermented Malt Beverage License applications**

Hill/Mott motion to suspend the rules and consider items 14(C)(11)(a-n) as one item. Motion carried by vote of 7 to 0.

Hill/Hall motion to approve renewal of “Class A”/Class “A” Liquor & Fermented Malt Beverage License applications filed by the following, pending any outstanding liabilities to the City being paid and all distributor invoices and Department of Revenue holds being cleared prior to issuance of the licenses:

Brutap LLC d/b/a Bruno’s Liquors 524 Broad Street, Lake Geneva, James E. Sharkus, Agent  
Geneva Bay Market & Gifts, LLC, 252 Center Street, Lake Geneva, Patrick M. Kavanaugh, Agent  
Geneva Country Store, 605 Williams Street, Lake Geneva, Thomas Kaczmarek Sr., Agent  
Geneva Liquors Inc, 797 Wells Street, Lake Geneva, Kanwal B. Singh, Agent  
Prairie State Enterprises of Darien LLC d/b/a Lake Geneva Mobil, 350 N. Edwards Blvd, Kenneth B. Kearns, Agent  
Midwest Fuel LLC d/b/a Lake Geneva Shell, 501 Interchange North, Lake Geneva, John Consolino, Agent  
QuickNSave LLC d/b/a Quick Mart, 1231 Grant Street, Lake Geneva, Jatinder Singh Dhillon, Agent  
433 Broad Street, Inc. d/b/a Roses Fresh Market, 433 Broad Street, Lake Geneva, Eric B. Rose, Agent  
Fischer’s on Buttons Bay Inc d/b/a Salami Sam’s Deli and Market, 880 W. Main Street, Deborah L. Dalzell, Agent  
Stinebrink’s Lake Geneva Foods LLC d/b/a Stinebrink’s Piggly Wiggly, 100 East Geneva Square, Mark E. Stinebrink, Agent  
Stop-N-Go of Madison, Inc. d/b/a Stop-N-Go #265, 896 Wells Street, Lake Geneva, Crystal Dent, Agent  
Target Corporation d/b/a Target Store T-2348, 660 N Edwards Boulevard, Donna Jeanne Bulington, Agent  
Queso Corp. LLC d/b/a The Cheese Box, 801 S. Wells Street, Lake Geneva, Leslie Schwinn, Agent  
Wal-Mart Stores East, LP d/b/a Wal-Mart Supercenter #910, 201 S. Edwards Boulevard, Cliff Floerke, Agent

Motion carried by vote of 7 to 0.

**Renewal Class “B” Fermented Malt Beverage License applications**

Hill/Mott motion to approve renewal of Class “B” Fermented Malt Beverage License applications filed by Lake Geneva Brewing Emporium, LLC, 640 Main Street, Lake Geneva, Troy Anderson, Agent, pending any outstanding liabilities to the City being paid and all distributor invoices and Department of Revenue holds being cleared prior to issuance of the licenses. Motion carried by vote of 7 to 0.

Hill/Kupsik motion to approve renewal of Class "B" Fermented Malt Beverage License applications filed by Lake Geneva Hospitality Group LLC d/b/a Comfort Suites, 300 E. Main Street, Lake Geneva, Sam Russo, Agent, pending any outstanding liabilities to the City being paid and all distributor invoices and Department of Revenue holds being cleared prior to issuance of the licenses. Motion carried by vote of 7 to 0.

**Renewal "Class A" Liquor License application filed by the following:**

Hill/Wall motion to approve renewal of "Class A" Liquor License applications filed by Lake Geneva School of Cooking LLC, 727 Geneva Street, Lake Geneva, John Bogan, Agent, pending any outstanding liabilities to the City being paid and all distributor invoices and Department of Revenue holds being cleared prior to issuance of the licenses. Motion carried by vote of 7 to 0.

Hill/Kupsik motion to approve renewal of "Class A" Liquor License applications filed by Cove Condominium Association d/b/a The Cove of Lake Geneva, 111 Center Street, Lake Geneva, Sal Sardina, Agent, pending any outstanding liabilities to the City being paid and all distributor invoices and Department of Revenue holds being cleared prior to issuance of the licenses. Motion carried by vote of 7 to 0.

**Renewal Class "A" Fermented Malt Beverage License application filed by the following:**

Hill/Wall motion to approve renewal of Class "A" Fermented Malt Beverage License applications filed by Tienda El Rancho, Inc., 1151 Elkhorn Road, Lake Geneva, Mercedes Jaramillo, Agent, pending any outstanding liabilities to the City being paid and all distributor invoices and Department of Revenue holds being cleared prior to issuance of the licenses. Motion carried by vote of 7 to 0.

Hill/Mott motion to approve renewal of Class "A" Fermented Malt Beverage License applications filed by Geneva Lakes Convenience Corporation d/b/a Lake Geneva Clark, 728 Williams St, Lake Geneva, Cindy Todd, Agent., pending any outstanding liabilities to the City being paid and all distributor invoices and Department of Revenue holds being cleared prior to issuance of the licenses. Motion carried by vote of 7 to 0.

**Discussion/Action on service agreement with SimplexGrinnell for fire alarm inspection and other related services for the Geneva Lake Museum for the period of June 1, 2012 to May 31, 2015 in the total amount of \$2,936.00**

Hill/Kupsik motion to approve. Alderman Hill said this is the same company that conducts these services at City Hall. Because of this, the City gets preferred pricing for inspections at the museum. Mayor Connors asked which account this is funded from. Administrator Jordan stated it is from a museum maintenance account. Motion carried by vote of 7 to 0.

**Discussion/Action on disposition of old skate park equipment (recommended by Board of Park Commissions 5/2/12)**

Hill/Mott motion to approve selling the old skate park equipment for the minimum amount of \$5,000.00, for a listing time of at least 60 days. Alderman Hill explained that Covenant Harbor approached the City with the offer to remove the equipment and fencing at the old skate park at no cost. In exchange, they have asked to keep the old skate park items. The Board of Park Commissioners discussed this proposal and felt it would be most prudent for the City to attempt to sell the skate park items at a minimum price of \$5,000.00. If the items don't sell after advertising for a month or two, then the City could consider Covenant Harbor's request. Motion carried by vote of 7 to 0.

**Discussion/Action on CDARS renewal or reinvestment**

Hill/Kupsik motion to reinvest the CDARS with Community Bank of Delavan for a 26-week period at the rate of 0.25%. Motion carried by vote of 7 to 0.

**Parking Commission – Alderman Hill**

**Discussion/Action on adding designated parking spaces for Library employees**

Mayor Connors suggested this item be referred to the Parking Commission or the Committee of the Whole for more discussion. Administrator Jordan said the Parking Commission felt it was up to the Council to designate parking for library employees. Alderman Wall noted that all other City employees have designated parking available to them. Alderman Kehoe suggested that this be discussed at the next Committee of the Whole meeting.

Kupsik/Mott motion to forward to Committee of the Whole meeting on June 4, 2012. Administrator Jordan said staff has discussed some different alternatives for library staff parking, such as the Cook Street lot or having reserved spaces on Madison Street. Motion carried by vote of 7 to 0.

**Discussion/Action on running shuttle buses on the weekends of Memorial Day, 4th of July, Venetian Fest, Labor Day, Oktoberfest, Art in the Park, Maxwell Street Days and Winter Fest, funded by the parking fund**

Administrator Jordan indicated the cost for running the shuttle buses is \$700.00 per weekend. He said the Business Improvement District paid for the service in previous years. The City funded the shuttle service once last year and it was successful. Mr. Jordan said the Parking Commission is recommending that the City fund it for seven busy weekends this year, for a total cost of \$4,500.00. Mayor Connors suggested an amount not to exceed \$5,000.00. Administrator Jordan said he was skeptical at first about the shuttle buses, but they have proven to be popular and successful for alleviating some parking problems in the downtown area.

Alderman Hougen said he thought the shuttle buses are a fantastic idea. He further suggested that the shuttle program be expanded to run every day, year-round from 7 a.m. to 7 p.m., free of charge. Alderman Hill asked if the City would be losing parking meter revenue by using the shuttle bus program. Administrator Jordan said the parking stalls are nearly full on these busy weekends anyways.

Alderman Kupsik said a year-round shuttle service would be too expensive. Alderman Hougen asked if there is a regional transportation authority. Administrator Jordan said there has been a recent County effort for improved transportation; he said he would research the status of this. Alderman Kehoe suggested the year-round shuttle service idea could be discussed at a future Committee of the Whole meeting.

Hougen/Mott motion to approve running shuttle buses, in the amount not to exceed \$5,000.00, on the weekend of the following events: 4<sup>th</sup> of July, Venetian Fest, Labor Day, Oktoberfest, Art in the Park, Maxwell Street Days and Winterfest. Motion carried by vote of 7 to 0.

**Discussion/Action exploring additional parking lot leases with owners of parking spaces**

Mayor Connors suggested this item be discussed at a future Committee of the Whole meeting. Hill/Mott motion to forward to the June 4, 2012 Committee of the Whole meeting for discussion. Motion carried by vote of 7 to 0.

**Presentation of Accounts – Alderman Hill**

Hill/Wall motion to approve Prepaid Bills in the amount of \$59,292.65.

Roll Call: Hougen, Wall, Mott, Hill, Kehoe, Kupsik and Krohn voted “yes.” Motion carried 7 to 0.

Hill/Kupsik motion to approve Regular Bills in the amount of \$271,794.04

Roll Call: Hougen, Wall, Mott, Hill, Kehoe, Kupsik and Krohn voted “yes.” Motion carried 7 to 0.

**Mayoral Appointments – Mayor Connors**

Mayor Connors announced the following appointments: reappointment of Mary Jane Jaros to the Zoning Board of Appeals for the term expiring May 1, 2015; appointment of Mackenzie Bestold to the Avian Committee for the term expiring May 1, 2014; reappointment of Sturges Taggart to the Cemetery Commission, effective June 1, 2012, for the term expiring May 1, 2014

Kupsik/Hill motion approve, with Mr. Taggart’s term expiring May 1, 2014, contingent upon accepting a letter of resignation from Bob Flemming.

**Closed Session**

Hill/Kupsik motion to go into Closed Session pursuant to Wis. Stat. 19.85 (1)(e) for 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, to discuss the possible purchase of property (Administrator Jordan)

Roll Call: Hougen, Wall, Mott, Hill, Kehoe, Kupsik and Krohn voted “yes.” Motion carried 7 to 0.

The Council entered into Closed Session at 9:46 p.m. Also present: Administrator Jordan, City Attorney Draper and City Clerk Hawes.

Kupsik/Krohn motion to return to open session pursuant to Wisconsin Statutes 19.85 (2) and take action on any items discussed in Closed Session

Roll Call: Hougen, Wall, Mott, Hill, Kehoe, Kupsik and Krohn voted "yes." Motion carried 7 to 0. The Council reconvened in open session at 10:00 p.m.

Hill/Wall motion to authorize the City Administrator to negotiate on the property as discussed in closed session. Motion carried by vote of 7 to 0.

**Adjournment**

Mott/Hougen motion to adjourn at 10:02 p.m. Unanimously carried.

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/s/ Michael D. Hawes, City Clerk

**THESE ARE NOT OFFICIAL MINUTES UNTIL APPROVED BY THE COMMON COUNCIL**



**OFFICE OF THE CITY CLERK**

MICHAEL HAWES  
626 Geneva Street  
Lake Geneva, WI 53147  
(262) 249-4092 / mhawes@cityoflakegeneva.com

Date: May 23, 2012  
To: Mayor and City Council members  
Re: Alderman Appointment

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At the regular meeting on May 14<sup>th</sup>, the Council voted unanimously to recommend appointing a new alderperson to fill the 4<sup>th</sup> district vacancy at the subsequent Council meeting (May 29<sup>th</sup>). The Council asked that an advertisement be placed in the newspaper.

The Lake Geneva Regional News ran an ad in its May 17<sup>th</sup> paper. In addition, the opening was advertised on the City's internet outlets. We asked that interested individuals submit an employment application so that their background and experience would be provided.

By the deadline of 5 p.m. on May 23<sup>rd</sup>, the City received one (1) application, submitted by Don Tolar (1365 Edgewood Dr.) A copy of Mr. Tolar's application is attached for your consideration.

## NOTICE

The City of Lake Geneva has an opening for an Alderperson in the Fourth Aldermanic District, for a term expiring April 2013. Interested individuals should submit an application. Applications can be obtained at City Hall, City Web Site at [www.cityoflakegeneva.com/openings](http://www.cityoflakegeneva.com/openings), or by calling the City Clerk's Office. Applications will be accepted until 5 p.m. on Wednesday, May 23<sup>rd</sup>.

If you have any questions, please call the City Clerk Michael Hawes at 262-248-3673 or email at [mhawes@cityoflakegeneva.com](mailto:mhawes@cityoflakegeneva.com).



**Employment  
Application**

City of Lake Geneva  
626 Geneva Street  
Lake Geneva, WI 53147  
PH: (262) 248-3673  
FAX: (262) 248-4715

Last Name TOLAR First Name DON Middle J.

Address 1365 Edgewood Dr. City Lake Geneva State WI 53147

Telephone (262) 248-0506 Driver's License # T460-1902-7126-08

Position(s) applying for: 4th District Alderman

Date Available: Now. to fill term for Terry O'Neill who resigned. Full Time  Part Time  Temporary

Are you a U.S. Citizen or do you have a U.S. work permit? Yes  No

Are you at least 18 years of age? Yes  No

If the job requires it: Do you have a valid driver's license? Yes  No

Have you ever been convicted of any violations of law other than minor traffic violations? Yes  No   
(The City does not use a conviction record unless it is substantially related to circumstances of the particular job.)

If yes, please explain, including when and where (Use additional sheet if necessary.) \_\_\_\_\_

**EDUCATION AND TRAINING:**

Circle the highest grade completed in school 1 2 3 4 5 6 7 8 9 10 11 <u>12</u>	Did you graduate high school? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Name and Location of High School <u>Tilden Tech</u>	Have you passed a G.E.D. Equivalency? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

**TRAINING BEYOND HIGH SCHOOL** – college, university, technical school, military school, or other schools you have attended. Please list below.

Name	Location	Dates Attended	Major Field	GPA/Base	Degree Earned
<u>US Navy</u>		<u>1945</u>	<u>Seabee's</u>		
<u>IBEW Apprenticeship</u>		<u>1947</u>	<u>Electrician</u>	<u>4yr. course.</u>	

Describe any training you have that is not covered, such as correspondence courses, in-service training, or volunteer work which you feel is relevant to the job for which you are applying. Also include relevant licenses, certificates, typing speed, dictation rate and office machines you operate. Be specific. 6 yrs. of being an Alderman + other Comm.  
8 yrs. School president  
Yrs. of work in our Church.

**WORK EXPERIENCE** May we contact your present employer? Yes  No

Provide a complete description, and be certain to include service in the armed forces. Also, please indicate any changes in position under the same employer. Begin with your most recent employer.

1. Employer	Kind of Business	Location
<i>Retired as of 1990 - Electrician</i>		
Name/Address/Phone of Supervisor	Employed from _____ to _____ Reason for leaving:	Salary: Beginning \$ _____ per _____ Ending \$ _____ per _____

Your Duties \_\_\_\_\_

2. Employer	Kind of Business	Location
Name/Address/Phone of Supervisor	Employed from _____ to _____ Reason for leaving:	Salary: Beginning \$ _____ per _____ Ending \$ _____ per _____

Your Duties \_\_\_\_\_

3. Employer	Kind of Business	Location
Name/Address/Phone of Supervisor	Employed from _____ to _____ Reason for leaving:	Salary: Beginning \$ _____ per _____ Ending \$ _____ per _____

Your Duties \_\_\_\_\_

4. Employer	Kind of Business	Location
Name/Address/Phone of Supervisor	Employed from _____ to _____ Reason for leaving:	Salary: Beginning \$ _____ per _____ Ending \$ _____ per _____

Your Duties \_\_\_\_\_

**Equal Opportunity Statement**

The City of Lake Geneva is an Equal Opportunity Employer and does not discriminate on the basis of race, color, religion, national origin, sex, sexual orientation, marital status, handicap, physical condition, arrest or conviction received, age or any other area as prescribed below.

**Confidentiality**

I hereby request that this application be kept confidential to the degree allowed under Wisconsin Statutes. I understand, however, that this application may be an open record under Wisconsin laws and subject to public inspection.

Signature Donald J. Lee Date 5/23/12

**Certification Statement**

I authorize the investigation of my personal character or employment record, and I hereby release all persons providing this information from any liability or damages. Photocopies of release are acceptable. I certify that all answers to questions in this application are true and I agree that my misstatements or omissions of material fact will cause forfeiture on my part of all rights to any employment in the City service. The City of Lake Geneva has a policy of pre-employment drug screening. Further, I understand and agree that my employment is for no definite period and may, regardless of the date of payment of my wages and salary, be terminated at any time without previous notice.

Signature Donald J. Lee Date 5/23/12

**ORDINANCE 12-08**

**A CHARTER ORDINANCE TO COMBINE THE POSITIONS OF  
TREASURER AND DEPUTY CLERK**

WHEREAS, the Common Council has determined that efficiencies can be achieved within City Government by combining the duties of Deputy Clerk and Treasurer, and

WHEREAS, proper checks and balances will be maintained by keeping the duties of the Comptroller separate from those of the City Clerk and newly formed position of Deputy Clerk – Treasurer, and

WHEREAS, the City Council has determined that the position of Deputy Clerk – Treasurer should be appointed and not elected,

NOW THEREFORE, the Common Council of the City of Lake Geneva do hereby ordain as follows:

1. The following is a Charter Ordinance Amending Sections 2-3, 2-43, 2-116, 2-117, 2-118, 1-13, 2-49, 2-96, 2-228, 2-268, 2-362, 10-92, 10-93, 42-2, 42-32, 54-70, 62-223, 70-31, 70-32, 70-58, 70-59, 70-60, 70-61, 70-62, 70-63, 70-64, 70-65, 70-68, 70-69, 78-377, and 86-148 of the Municipal Code of the City of Lake Geneva, Wisconsin combining the duties of Treasurer and Deputy Clerk and making the new position of Deputy Clerk – Treasurer an appointed position instead of an elected position.

- A. **Sec. 2-3, Appointed Officials**, is hereby amended by adding a section to be numbered (8) which section reads as follows:

“(8) Deputy Clerk – Treasurer   Appointed by City Council   Indefinite.”

Sec. 2-3, Appointed Officials, is amended by adding the position “Deputy Clerk – Treasurer” under the column labeled “Official,” adding “Appointed by the City Council” under the column labeled “How Appointed” and adding “Indefinite” under the column labeled “Term.”

- B. **Sec. 2-43, Clerk Pro Tem**, of the Municipal Code of the City of Lake Geneva, Wisconsin, is hereby amended to read as follows:

“In the absence of the Clerk, the Deputy Clerk – Treasurer shall act as Clerk Pro Tem in addition to his or her duties prescribed in Sec. 62.09(9), and such other duties as the Common Council may prescribe from time to time.”

- C. **Sec. 2-116, Treasurers duplicate bond**, of the Municipal Code of the City of Lake Geneva, Wisconsin is hereby amended to read as follows:

(a) Eliminated. The City elects not to give the bond on the Deputy Clerk – Treasurer provided for by W.S.A. §70.67(1).

(b) City liability for default of Deputy Clerk – Treasurer. Pursuant to

W.S.A. §70.67(2), The City shall pay, if the Deputy Clerk – Treasurer fails to do so, all state and county taxes required by law to be paid by such Treasurer to the County Treasurer.

D. **Sec. 2-117, Temporary investment of funds**, of the Municipal Code of the City of Lake Geneva, Wisconsin, is hereby amended to read as follows:

“The Deputy Clerk – Treasurer may invest any city funds not immediately needed, pursuant to W.S.A. §66.04(2).”

E. **Sec. 2-118 Depository**, of the Municipal Code of the City of Lake Geneva, Wisconsin, is hereby amended to read as follows:

“The Deputy Clerk – Treasurer shall maintain in such depositing as designated by resolution of the Council, an open checking account sufficient to meet current City expenses.

F. **Sec. 1-13 Citation**, subsection (4) of the Municipal Code of the City of Lake Geneva, Wisconsin, is hereby amended to read as follows:

“Issuance of citation. Any law enforcement officer may issue citations authorized under this section. The following City officials and their designated agents, after clearance with the City attorney, may issue citations with respect to those specified sections which are directly related to their official responsibilities: the building inspector, assistant building inspector, fire chief, fire inspector, City Clerk and Deputy Clerk - Treasurer. With respect to boating and launching violations, boat launch attendants may issue citations.”

G. **Sec. 2-49 Standing committees**, subsection (1) b 8 of the Municipal Code of the City of Lake Geneva, Wisconsin, is hereby amended to read as follows:

“Cooperate with the City Administrator, Comptroller, Deputy Clerk - Treasurer and others in preparation and review of the annual City budget; and”

H. **Sec. 2-96 Powers and Duties**, subsection (8) of the Municipal Code of the City of Lake Geneva, Wisconsin, is hereby amended to read as follows:

“(8) Maintain a set of books and accounts in accordance with the system prescribed by the Department of State Audit, keep an accurate account of all orders drawn upon the treasury and receipts reported by the Deputy Clerk - Treasurer and charge or credit the same, as the case may be, to the proper accounts.”

I. **Sec. 2-228 Powers and duties of Board**, subsection (4) b i of the Municipal Code of the City of Lake Geneva, Wisconsin, is hereby amended to read as follows:

“i. Pay or transfer the donation or its proceeds to the Deputy Clerk - Treasurer of the City; or”

- J. **Sec. 2-268 Committee Powers and Duties** subsection (5) c of the Municipal Code of the City of Lake Geneva, Wisconsin, is hereby amended to read as follows:

“c. Audit all bills, claims and expenses of the Fire and Police Departments before the same are paid by the Deputy Clerk - Treasurer.”

- K. **Sec. 2-362 Order checks**, of the Municipal Code of the City of Lake Geneva, Wisconsin, is hereby amended to read as follows:

Except as provided in Section 2-361(b), no account or demand against the City shall be paid except by order check, and no such order check shall be released to the payee nor shall the order check be valid unless it be signed by the City Clerk and Deputy Clerk – Treasurer and countersigned by the Mayor or President of the Council.

- L. **Sec. 10-92 Applications**, of the Municipal Code of the City of Lake Geneva, Wisconsin, is hereby amended to read as follows:

“Application for licenses shall be made to the Deputy Clerk – Treasurer and shall include the name and address of the applicant, description of the animal, the appropriate fee, information whether the animal is spayed or neutered and a rabies certificate or tag issued by a licensed veterinarian or antirabies clinic. Application for a required cat license shall be obtained by the last day of February of each year, except the year in which the cat attains five months of age and then within 30 days from the date such cat becomes five months old.”

- M. **Sec. 10-93 Collecting officials; remittance of fees**, subsection (b), of the Municipal Code of the City of Lake Geneva, Wisconsin, is hereby amended to read as follows:

“(b) Lakeland Animal Welfare Society, Inc., shall remit all license fees and license blanks to the Deputy Clerk – Treasurer as directed.”

- N. **Sec. 42-2 Parking fee**, of the Municipal Code of the City of Lake Geneva, Wisconsin, is hereby amended to read as follows:

“There is hereby imposed on each occupied, nonexempt mobile home located in the city a monthly parking fee as determined in accordance with W.S.A., § 66.058. Such fees shall be paid to the Deputy Clerk – Treasurer on or before the 10th day of the month following the month for which such fees are due.”

- O. **Sec. 42-32 Licensees reports; remission of fees; deposits**, subsections (b) and (c), of the Municipal Code of the City of Lake Geneva, Wisconsin, is hereby amended to read as follows:

“(b) Occupants or owners of nonexempt mobile homes parked outside of a mobile home park shall remit such fees directly to the Deputy Clerk - Treasurer as provided in section 42-2. The licensee of a mobile home park shall collect such fees from each occupied, nonexempt mobile home therein and remit such fees to the Deputy Clerk - Treasurer as provided in section 42-2.

(c) Owners of nonexempt, occupied mobile homes, upon receipt of notice from the clerk of their liability for the monthly parking permit fee, shall remit to the clerk a cash deposit in an amount set from time to time by the council to guarantee payment of such fees when due to the Deputy Clerk - Treasurer. The licensee of a mobile home park shall collect such cash deposits from each occupied, nonexempt mobile home therein and remit such deposits to the clerk. Upon receipt of a notice from the owner or licensee that the nonexempt, occupied mobile home has been or is about to be removed from the city, the clerk shall direct the Deputy Clerk - Treasurer to apply such cash deposit to reduce any monthly parking permit fees for which the owner is liable and refund the balance, if any, to the owner.”

- P. **Sec. 54-70 Care of Funds**, of the Municipal Code of the City of Lake Geneva, Wisconsin, is hereby amended to read as follows:

“All moneys appropriated for park services or received through other means for the areas governed by the Board of Park Commissioners shall be paid over to the Deputy Clerk - Treasurer to be disbursed by orders of the Deputy Clerk - Treasurer.”

- Q. **Sec. 62-223 Removal; sidewalks to be kept clear**, subsection (b), of the Municipal Code of the City of Lake Geneva, Wisconsin, is hereby amended to read as follows:

“(b) The department of public works may cause sidewalks which have not been cleared of snow and ice to be cleared upon default of the person whose duty it shall be to clear the sidewalks. Such removal may be by city employees or independent contractors, or both. The city shall keep an accurate account of the expenses and report the expenses to the finance director/Deputy Clerk - Treasurer, who shall annually prepare a statement of the expense so incurred in front of each lot or parcel of land and report the expense to the city clerk. The amount therein charged to each lot or parcel of land shall be, by such clerk, entered in the tax roll as a special tax against such lot or parcel of land, and such special tax shall be collected in all respects like other taxes upon real estate. Prosecution under subsection (a) of this section shall not bar

the city from proceeding under this subsection, nor shall proceeding under this subsection bar prosecution under subsection (a) of this section.”

- R. **Sec. 70-31 Preparation of tax roll and tax receipts**, subsection (b) of the Municipal Code of the City of Lake Geneva, Wisconsin, is hereby amended to read as follows:

(b) Tax receipts. Pursuant to W.S.A., § 74.19, the Deputy Clerk - Treasurer shall enter in each tax receipt given by the County Clerk for the payment of taxes the name of the person paying the taxes, if that person is not the owner of the property taxed, the date of payment and the aggregate amount of taxes paid. Tax receipts shall be signed and a duplicate kept by the Deputy Clerk - Treasurer after noting the payment of taxes upon the tax roll. The Deputy Clerk - Treasurer shall then deliver the receipt to the appropriate person.”

- S. **Sec. 70-32 Tax payments**, of the Municipal Code of the City of Lake Geneva, Wisconsin, is hereby amended to read as follows:

“The real estate and personal property taxes assessed in the City shall be paid to the Deputy Clerk - Treasurer as follows:

(1) The first installment of real estate taxes which shall be not less than 50% of the total real estate taxes (including special assessments) shall become due and payable on January 1 each year and may be paid without interest thereon through January 31. Any such real estate tax, no portion of which has been paid on or prior to January 31, shall thereafter bear interest at the rate of 1 1/2% per month, or a fraction thereof, from January 1 preceding. The Deputy Clerk - Treasurer shall report the unpaid balance of such real estate taxes to the County Treasurer at the time of settlement. The second and final installment is due and payable July 31.

(2) Personal property taxes shall become due and payable in their entirety on January 1 of each year and may be paid to and including January 31 without interest. Thereafter, all unpaid personal property taxes shall bear interest at the rate of 1 1/2% per month, or a fraction thereof, from February 1 preceding.

(3) All real estate taxes, including special assessments, remaining unpaid at the time settlement is made with the County Treasurer, shall be paid thereafter at the office of the County Treasurer in Elkhorn, Wisconsin”

- T. **Sec. 70-58 Monthly returns**, of the Municipal Code of the City of Lake Geneva, Wisconsin, is hereby amended to read as follows:

“This article shall be administered by the Deputy Clerk - Treasurer. The tax imposed is due and payable by the last day of the month following the end of the reporting month, which shall be each calendar month, A monthly and

annual return shall be filed with the Deputy Clerk - Treasurer by those furnishing at retail such rooms and lodging within the City on or before the same date on which such tax is due and payable upon a form approved by the City. Attached to the return shall be copies of sales tax forms filed with the State of Wisconsin Department of Revenue for the corresponding month of the monthly return and room tax forms filed with the Deputy Clerk - Treasurer.”

- U. **Sec. 70-59 Annual return**, of the Municipal Code of the City of Lake Geneva, Wisconsin, is hereby amended to read as follows:

“Every person required to file monthly returns shall file an annual calendar year return. Such annual return shall be filed within 30 days of the close of each calendar year. The annual return shall summarize the monthly returns, reconcile and adjust for errors in the monthly returns, and shall contain certain additional information as the Deputy Clerk - Treasurer requires.”

- V. **Sec. 70-60 Permit**, of the Municipal Code of the City of Lake Geneva, Wisconsin, is hereby amended to read as follows:

“(a) Application; fee. Every person furnishing rooms or lodging under Section 70-57, shall annually file with the Deputy Clerk - Treasurer an application for a permit for each place of business. Every application for a permit shall be made upon a form prescribed by the Deputy Clerk - Treasurer. At the time of making an application, the applicant shall pay the Treasurer a fee set from time to time by the Council for each permit.

(b) Issuance; transferral; display. After compliance with Subsection (a) of this section, and Section 70-59 by the applicant, the Deputy Clerk - Treasurer shall grant and issue to each applicant a separate permit for each place of business within the City. Such permit is not assignable and valid only for the person in whose name it is issued and for the transaction of business at the place designated therein. It shall at all times be conspicuously displayed at the place for which issued.”

- W. **Sec. 70-61 Revocation and Suspension procedure**, of the Municipal Code of the City of Lake Geneva, Wisconsin, is hereby amended to read as follows:

“(a) Failure to comply with article; notice. When any person fails to comply with this article, the Deputy Clerk - Treasurer may, upon 10 days' written notification and after affording such person the opportunity to show cause why his permit should not be revoked, revoke or suspend any or all of the permits held by such person under this article.

(b) Renewal of suspended or revoked permits. The Deputy Clerk - Treasurer shall give to such person written notice of the suspension or revocation of any

of his permits. The Deputy Clerk - Treasurer shall not issue a new permit after the revocation of a permit until such person complies with the provisions of this article. A fee as set by the Council from time to time shall be imposed for the renewal or issuance of a permit which has been previously suspended or revoked.”

- X. **Sec. 70-62 Unpaid taxes**, of the Municipal Code of the City of Lake Geneva, Wisconsin, is hereby amended to read as follows:

“If any person liable for any amount of tax under this article sells his business or stock of goods or quits his business, his successors or assigns shall withhold a sufficient amount of the purchase price to cover such amount until the former owner produces a receipt from the Deputy Clerk - Treasurer that it has been paid or a certificate stating that no amount is due. If a person subject to the tax imposed by this section fails to withhold such amount of tax from the purchase price as required, he shall become personally liable for payment of the amount required to be withheld by him to the extent of the price of the accommodations valued in money.”

- Y. **Sec. 70-63 Treasurer to determine tax and refunds**, of the Municipal Code of the City of Lake Geneva, Wisconsin, is hereby amended to read as follows:

**“Sec. 70-63 Deputy Clerk - Treasurer to determine tax and refunds.**  
[Code 1992, § 3.12(7); amended 7-13-2009 by Ord. No. 09-16]

(a) The Deputy Clerk - Treasurer may, by office audit, determine the tax required to be paid to the City or the refund due to any person under this article. This determination may be made upon the basis of the facts contained in the return being audited or on the basis of any of their information within the Deputy Clerk -Treasurer’s possession. One or more such office audit determinations may be made of the amount due for any one or for more than one period.

(b) The Deputy Clerk - Treasurer may, by field audit, determine the tax required to be paid to the City or the refund due to any person under this article. The determination may be made upon the basis of the facts contained in the return being audited or upon any other information within the Deputy Clerk - Treasurer’s possession. Whenever the Deputy Clerk - Treasurer has probable cause to believe that the correct amount of room tax has not been assessed or that the tax return is not correct, the Deputy Clerk - Treasurer is authorized to examine and inspect the financial records pertaining to the furnishing of accommodations at the establishment in question in order to verify the tax liability of that person or of another person.”

- Z. **Sec. 70-64 Forfeiture for failure to comply with Treasurer’s request to inspect**, of the Municipal Code of the City of Lake Geneva, Wisconsin, is hereby amended to read as follows:

**“Sec. 70-64 Forfeiture for failure to comply with Deputy Clerk – Treasurer’s request to inspect.**

[Added 7-13-2009 by Ord. No. 09-16 Editor’s Note: This ordinance also provided for the renumbering of former Secs. 70-64 through 70-69 as Secs. 70-65 through 70-70, respectively.]

Any person who fails or refuses to permit the inspection of his records by the Deputy Clerk - Treasurer after such inspection has been duly requested by the Deputy Clerk - Treasurer shall be subject to a forfeiture not to exceed \$250. Each day, or a portion thereof, that such violation continues is hereby deemed to constitute a separate offense. The total forfeiture imposed shall not exceed 5% of the tax imposed by this article.”

**AA. Sec. 70-65 Estimated tax**, of the Municipal Code of the City of Lake Geneva, Wisconsin, is hereby amended to read as follows:

“If any person fails to file a return as required by this article, the Deputy Clerk - Treasurer shall make an estimate of the amount of the gross receipts under Section 70-57. Such estimate shall be made for the period for which such person failed to make a return and shall be based upon the state sales tax records and memoranda as stated in Section 70-63. On the basis of this estimate, the Deputy Clerk - Treasurer shall compute and determine the amount required to be paid to the City adding to the sum thus arrived at a penalty equal to 10% of such sum.”

**BB. Sec. 70-68 Recordkeeping**, of the Municipal Code of the City of Lake Geneva, Wisconsin, is hereby amended to read as follows:

“Every person liable for the tax imposed by this article shall keep or cause to be kept such records, receipts, invoices and other pertinent papers in such form as the Deputy Clerk - Treasurer requires.”

**CC. Sec. 70-69 Confidentiality** subsection (a), of the Municipal Code of the City of Lake Geneva, Wisconsin, is hereby amended to read as follows:

“(a) All tax returns, schedules, exhibits, writings or audit reports relating to such returns on file with the Deputy Clerk - Treasurer are deemed to be confidential, except the Treasurer may divulge their contents to the following and no others:

- (1) The person who filed the return; and
- (2) Officers or agents of the City as may be necessary to enforce collection.

DD. **Sec. 78-377 Containment, cleanup and restoration**, of the Municipal Code of the City of Lake Geneva, Wisconsin, is hereby amended to read as follows:

“Any person in violation of section 78-376 shall, upon direction of the police chief, fire chief, director of public works and utilities, finance director/Deputy Clerk – Treasurer or their designees, begin immediate actions to contain, clean up and remove to any approved repository the offending material and restore the site to its original condition, with the offending person being responsible for all expenses incurred. Should any person fail to engage the necessary men and equipment to comply or to complete the requirements of this division, the office of emergency government or city may order the required actions to be taken by public or private resources and allow the recovery of any and all costs incurred by the city from any violating party.”

EE. **Sec. 86-148 Fees**; certificate of insurance to be presented, of the Municipal Code of the City of Lake Geneva, Wisconsin, is hereby amended to read as follows:

“Before any such application is accepted by the City Clerk, the applicant shall pay to the Deputy Clerk - Treasurer the amount of money fixed by the Council from time to time for such license or modified license prior to the issuance of public passenger vehicle permits. The applicant shall also present to the City Clerk the policy or certificate of liability insurance as required in Section 86-155, each such insurance policy and certificate to be approved.”

2. This Charter Ordinance shall take effect 60 days after passage and publication provided a properly filed petition for referendum on this Charter Ordinance is not filed within said time as provided by §66.0101(5), Wis. Stats. or upon the expiration or vacancy of the present term of the existing City Treasurer whichever comes later.
3. Adopted, passed, and approved by the Common Council of the City of Lake Geneva, Walworth County, Wisconsin this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

\_\_\_\_\_  
JAMES R. CONNORS, Mayor

Attest: \_\_\_\_\_  
MICHAEL D. HAWES, City Clerk

First Reading: 5/14/12  
Second Reading: \_\_\_\_\_  
Adopting: \_\_\_\_\_  
Published: \_\_\_\_\_

**ORDINANCE 12-09**

**AN ORDINANCE AMENDING CHAPTER 74, TRAFFIC AND VEHICLES,  
REGARDING PARKING METERS AND LIMITED TIME PARKING ZONES**

The Common Council of the City of Lake Geneva, Wisconsin, does hereby ordain as follows:

1. That Section 74-221 of Chapter 74, TRAFFIC AND VEHICLES, of the Lake Geneva Municipal Code is hereby amended to read as follows:

**[Ord. No. 07-08, § 1, 11-12-2007; Ord. No. 08-03, § 1, 3-10-2008]**

- (a) Vehicle defined. "Vehicle," as used in this section, shall mean any device in, upon or by which any person or property is or may be transported upon a highway.
- (b) Parking Station defined. Parking Stations are the machines installed throughout the City for the purpose of accepting payment at numbered stalls throughout the City.
- (c) Parking System defined. The Parking System is hereby defined as the parking stations, parking spaces as numbered, and signage for each space.
- (d) Parking station zones are ordained for the following areas and shall be limited to the time designated as follows:

(1) Twenty-Five minute parking meter zones.

- (i) Main Street, 900 block, parking spaces 215 and 216, west of Wrigley Drive, Library Park area as designated by posted signage.
- (ii) Parking spaces numbered 299 and 300 east of Cook Street on the north side of Main Street
- (iii) Parking spaces numbered 799 and 800 north of Main Street on the east side of Center Street as designated by posted signage.

**[Amended 5-23-2011 by Ord. No. 11-15]**

- (iv) Parking space number 161 east of Center Street, on south side of Main Street as designated by posted signage.

(2) Five hour parking station zones.

- (i) Broad Street, 100, 200, 400 and 500 blocks, both sides.
- (ii) Center Street, both sides, from Geneva Street south to 165 feet south of Main Street (entrance to Geneva Towers).
- (iii) Center Street, 300 block, both sides, from alley south to Geneva

Street to Wisconsin Street.

- (iv) City-owned parking lot in the north one-half of Block 27, original plat of the City (700 block Geneva Street, south side).
- (v) Cook Street, both sides, from Geneva Street south to Wrigley Drive.
- (vi) Cook Street, Municipal Parking Lot.
- (vii) Geneva Street, both sides, from Cook Street east to Sage Street. North side of alley south of Main Street parking lot (five meters).
- (viii) Main Street, both sides, from the Mill Race Bridge west to Cook Street.
- (ix) Baker Street, 500 block, south side from alley west.
- (x) Baker Street, 500 block, north side.
- (xi) Broad Street, 300 block, both sides.
- (xii) Center Street, both sides, from 165 feet south of Main Street south to Wrigley Drive.
- (xiii) Main Street, south side, from Cook Street, west to Maxwell Street.
- (xiv) South Lake Shore Drive, 300 block, west side.
- (xv) Wrigley Drive, both sides, from Main easterly to Broad Street.
- (xvi) Wrigley Drive, southeasterly side, next to boat launch ramp (10 parking spaces numbered 74 through 83 inclusive of the Center Street parking lot.
- (xvii) Center Street Parking Lot

(e) Hours. The limited parking in the parking station zones shall apply from 9:00 a.m. to 7:00 p.m. Monday through Saturday, and 12:00 p.m. to 7:00 p.m. Sunday.

EXCEPTIONS:

(1) Each year from November 1 until April 30 of the following year, two-hour free parking shall be established for all parking station zones except in the following zones where there is no two-hour limit:

- (i) Cook Street Municipal Parking Lot.

- (ii) Center Street Municipal Parking Lot.
- (iii) Main Street, south side, from Madison Street west to Maxwell Street.
- (iv) Sage Street Municipal Parking Lot.
- (v) Eastview/Dunn Field Parking Lot.

(2) There shall be no free parking either seasonal or by sticker at any Twenty-Five minute designated space.

- (f) Maintenance of parking system. Persons designated by the Mayor and City Council shall provide for installation of parking stations and signage, including curb and street marking lines; and shall maintain such stations, spaces, and signage in good condition. Signage shall be placed upon the curb next to individual parking spaces. Parking stations, erected conveniently throughout the downtown area shall display a signage or receipt showing legal parking upon deposit of proper coin, currency or credit card as indicated by the instructions on such parking stations. The receipt dispensed by the parking station shall indicate expiration of the parking period.
- (g) Deposit of Payment. Parking stations only accept, quarters, \$1.00 coins, \$1.00 bills, and \$5.00 bills and Visa, Mastercard, and Discover credit cards for posted parking spaces. Parking spaces are \$0.25 for each 15 minutes and each \$0.25 for 15 minute increment thereafter except in all spaces designated as twenty-five minute spaces, where \$0.50 shall be required as payment. The parking of a vehicle beyond the period of time fixed by this section where any parking space is located and designated shall be a violation of this section. No person shall permit any such vehicle registered in his or her name to be parked overtime or beyond the period of time described above. Only one vehicle shall be parked in any one parking meter space, except for motorcycles where 3 motorcycles are permitted in each space.
- (h) Authorized City parking stickers. Parking sticker fees may be modified by the Common Council from time to time. Parking stickers are nontransferable and may become invalid if the holder loses his or her resident status by moving out of the City of Lake Geneva or Walworth County. The free parking provisions of parking stickers issued by the City shall not be applicable at any stall located in a Twenty-Five minute parking station zone. Any person parking a vehicle in a stall designated as Twenty-Five minute space shall be responsible for depositing proper remittance in a parking station regardless of its proximity to the space and shall be subject to the time limits, notwithstanding any City parking sticker that may be authorized to such vehicle.

**[Amended 11-22-2010 by Ord. No. 10-14; 5-23-2011 by Ord. No. 11-15]**

- (1) Business in the City of Lake Geneva. Any business owner holding a valid business license to operate in the City limits of Lake Geneva may purchase for

a two-year period, a City parking sticker which will allow parking at any space where applicable for two hours without depositing payment except for Twenty-Five minute designated spaces. The fee for the purchase of this sticker shall be in an amount as established by resolution of the Common Council.

- (2) Nonresident property owner. Any person who owns a second home in the City of Lake Geneva with a vehicle registered to that person shall be eligible for a City parking sticker. This sticker allows parking for two hours per day at any space where applicable without depositing money in the parking station, except for Twenty-Five minute designated spaces. This sticker is free and renews every even numbered year.
  - (3) Parking lot pass. A parking lot pass is valid only at the Cook Street Parking Lot and the lower Center Street Parking Lot from 9:00 a.m. until 7:00 p.m., seven days a week. Parking is available on a first-come-first-served basis, and the permit holder may be forced to park in a space located elsewhere and deposit the required payment if there are no available spaces in the lots described in this subsection (3). Parking availability is not guaranteed. The fee for the permit shall be in an amount as established by resolution of the Common Council. Only 40 permits are issued annually.
  - (4) Resident. Any person who is a resident homeowner or resident tenant eligible to vote in the City of Lake Geneva with a vehicle registered to that person at his/her City address shall be eligible for this type of parking sticker. This sticker allows parking for up to two hours per day where applicable without depositing money in the meter except for Twenty-Five minute designated spaces. This sticker is free and renews every even-numbered year.
  - (5) Walworth County. Any resident of Walworth County with a vehicle registered to that person at his/her Walworth County address may purchase a City parking sticker which will allow parking for up to two hours per day within the City without depositing payment except for Twenty-Five minute designated spaces. The fee for the purchase of this sticker shall be in an amount as established by resolution of the Common Council.
- (i) Damage to parking station. No person shall deface, injure, tamper with, open or willfully break, destroy or impair the usefulness of any parking station.
  - (j) Complaint by traffic officers. Authorized traffic officers or parking personnel shall take the parking space number and the state vehicle tag number of all vehicles violating the provisions of this section and violations of a no parking zone, parking near a fire hydrant, for unauthorized vehicle parking in a handicap zone, for backing into a parking stall and for parking more than three motorcycles in a parking stall and make complaint therefore in the appropriate department or court for the City. Traffic officers or meter persons shall have the authority to issue citations for all parking related violations.

(k) Penalties. Any person who shall violate the time limits established in this section or fail to make payment as required by Subsection (e) may stipulate to his guilt or enter a plea of nolo contendere and pay a forfeiture of \$12.00 within Ten days of such violation. If this \$12.00 is not paid within Ten days of the time of the citation, the forfeiture is increased to \$24.00. Any person who shall violate such provisions and does not stipulate his guilt or enter a plea of nolo contendere and pay such forfeiture within Twenty days of the date of violation shall pay \$30.00 plus any applicable collection charges if submitted to an agency for collection.

2. That Section 74-234 of Chapter 74, TRAFFIC AND VEHICLES, of the Lake Geneva Municipal Code is hereby amended to read as follows:

(a) Maximum two-hour parking, Monday through Friday 8:00 a.m. to 5:00 p.m.

- (1) Grove Street, north side, from west curblineline of Sage Street to east curblineline of Center Street, a distance of 346 feet.
- (2) North Street, south side, approximately 154 feet from the alley westerly to Broad Street.
- (3) Sage Street, west side, from south curblineline of Grove Street, southerly 165 feet.
- (4) Wisconsin Street, north side, from Broad Street easterly to first private drive.
- (5) Wisconsin Street, south side, from the southeastern corner of Broad Street to southwest corner of Center Street.
- (6) Wrigley Drive, east side from the north curblineline of Campbell Street to south curblineline of Baker Street.

(b) Maximum one-hour parking, Monday through Friday, 8:00 a.m. to 4:00 p.m.

- (1) Cook Street, east side, from the north curblineline of Wisconsin Street to Dodge Street.

(c) Maximum two-hour parking 8:00 AM to 7:00 PM

- (1) Wisconsin Street, North side from Broad Street easterly to first private drive.
- (2) Wisconsin Street, South side from the Southeast corner of Broad Street to Southwest corner of Center Street.

3. That Section 74-210(i) of Chapter 74, TRAFFIC AND VEHICLES, of the Lake Geneva Municipal Code is hereby repealed.

4. That this ordinance shall take effect upon passage and publication, as provided by law.

Adopted, passed, and approved by the Common Council of the City of Lake Geneva, Walworth County, Wisconsin, this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

\_\_\_\_\_  
JAMES R. CONNORS, Mayor

Attest:

\_\_\_\_\_  
MICHAEL D. HAWES, City Clerk

First Reading: 5/14/12  
Second Reading: \_\_\_\_\_  
Adopted: \_\_\_\_\_  
Published: \_\_\_\_\_

ORDINANCE 12-12

AN ORDINANCE AMENDING CHAPTER 2, ADMINISTRATION OF THE LAKE  
GENEVA MUNICIPAL CODE

The Common Council of the City of Lake Geneva, Wisconsin, does hereby ordain as follows:

1. That Section 2-42 of Chapter 2, ADMINISTRATION, of the Lake Geneva Municipal Code is hereby amended to read as follows:

(a) The business of the City Council shall be conducted in the following order:

- (1) Call to order;
- (2) Pledge of Allegiance;
- (3) Roll call;
- (4) Awards, presentations and proclamations;
- (5) Reconsider business from previous meeting;
- (6) Comments from the public as allowed by Section 19.84(2), except for public hearing items limited to five minutes;
- (7) Acknowledgement of correspondence;
- (8) Consent agenda;
- (9) Adoption of ordinances and resolutions;
- (10) Licenses;
- (9) (11) Planning Commission recommendations (no matter shall be brought forward from the Plan Commission without an intervening one-week time period);
- ~~(10)~~ Licenses;
- ~~(11)~~ (12) Presentation of accounts;
- ~~(12)~~ (13) Appointments;
- ~~(13)~~ (14) Adjournment.

(b) The Mayor shall ensure that:

(1) All items for the agenda are included under the proper agenda heading.

(2) The business of the City Council shall comply with this section.

(c) The City Clerk shall ensure that all items referred to the Council by two Alderman, Mayor, Administrator, committees, boards, or commissions are included in the agenda. Such referrals must be received by the Clerk two Fridays prior to the scheduled meeting. A consent agenda may be included within the regular agenda for items to be voted upon *en bloc* without discussion. Any item listed on the consent agenda may be removed at the request of any member of the Council. The request requires no second, is not discussed, and is not voted upon. After a request is made, the item shall be placed on the regular agenda under the proper category for discussion and/or action.

2. This ordinance shall take effect upon passage and publication, as provided by law.

Adopted, passed, and approved by the Common Council of the City of Lake Geneva, Walworth County, Wisconsin, this \_\_\_\_ day of \_\_\_\_\_, 2012.

\_\_\_\_\_  
JAMES R. CONNORS, Mayor

Attest:

\_\_\_\_\_  
MICHAEL D. HAWES, City Clerk

First Reading: \_\_\_\_\_  
Second Reading: \_\_\_\_\_  
Adoption: \_\_\_\_\_  
Published: \_\_\_\_\_

Resolution No: 12-R42

WHEREAS, the Common Council approved the 2011 Impact Fee Fund Budget for the City of Lake Geneva, and

WHEREAS, the Undesignated Impact Fee Fund Balance at 12/31/11 is currently at \$249,687.28 and,

WHEREAS, reflected in the Impact Fee Fund Balance is an amount of \$46,113.26 which is the amount of the original Park Fund collected before Impact fees were enacted in the City, and

WHEREAS, after discussion with the City auditors, it would be appropriate to reserve fund balance to segregate these Park Fund monies for tracking purposes,

BE IT THEREFORE RESOLVED, that the Common Council designate \$46,113.26 to the Reserved Park Fund Balance account (# 45 00-00 3480) in 2011.

Adopted this 29<sup>th</sup> day of May, 2012.

APPROVED:

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James R. Connors, Mayor

ATTEST:

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Michael D. Hawes, City Clerk

**City of Lake Geneva Side Walk Permit –  
Popeye's Casual Dining 811 Wrigley Drive Lake Geneva, WI**



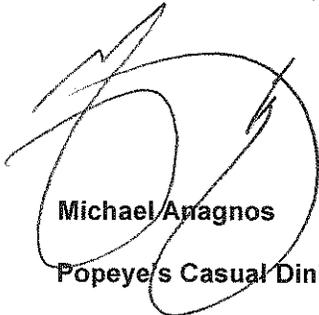
**Popeye's outdoor Café:**

**Popeye's Casual Dining is requesting an extension for the Alcohol Permit to include the Front Café Area and also to include the West Patio (currently a request has been submitted to the council for approval)**

The proposed area will be on the south side of the building facing the lake. Our dining area will be defined by 60 feet by 6 feet. This area will have the required bollards. Our sidewalk is 12 feet wide which will allow enough space to be within the 5 foot ordinance.

The hours of operation will be from 11:00 am – 9:00 pm. Popeye's will post a sign to clearly state no alcohol is allowed outside of the café area and also post the ordinance informing guests of the Open Intoxicants Laws that will be enforced. Our sign will be posted clearly at the entrance to the Café Area.

Thank you

A handwritten signature in black ink, appearing to read "Michael Anagnos", is written over a circular stamp or seal.

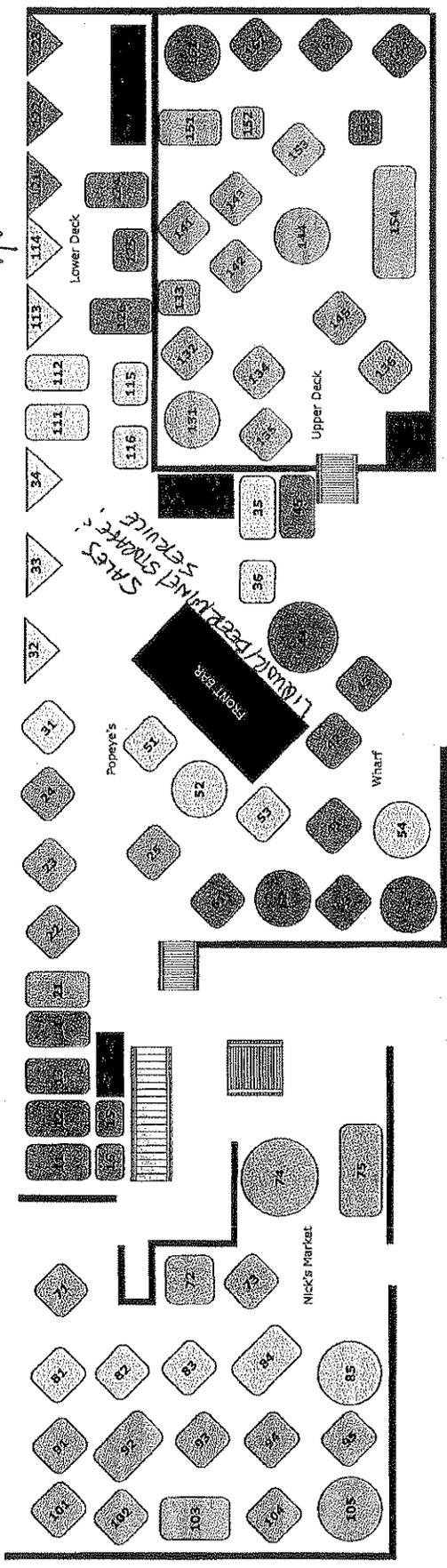
**Michael Anagnos**

**Popeye's Casual Dining**

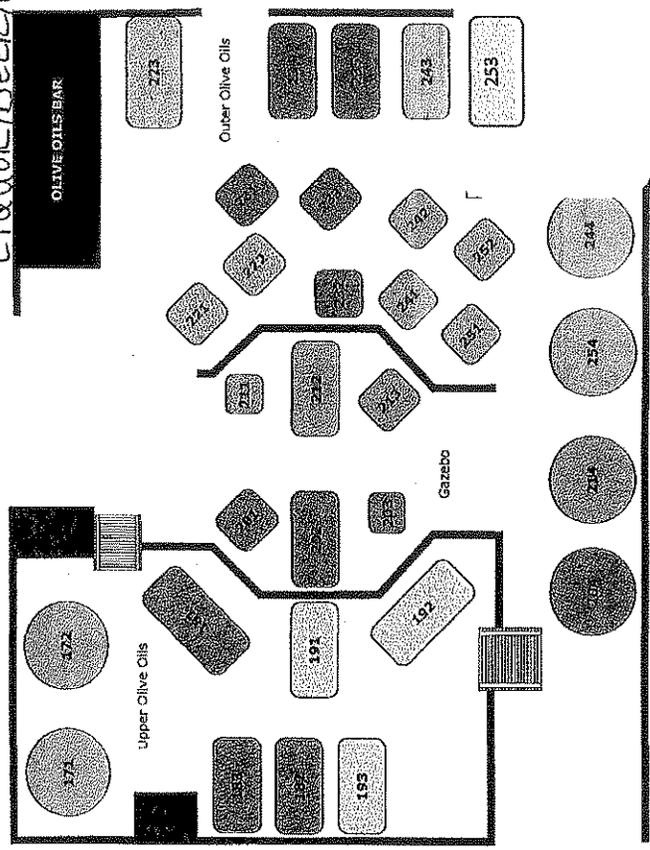
**(262) 248-4381 x111**

**[managnos@popeyeslkg.com](mailto:managnos@popeyeslkg.com)**

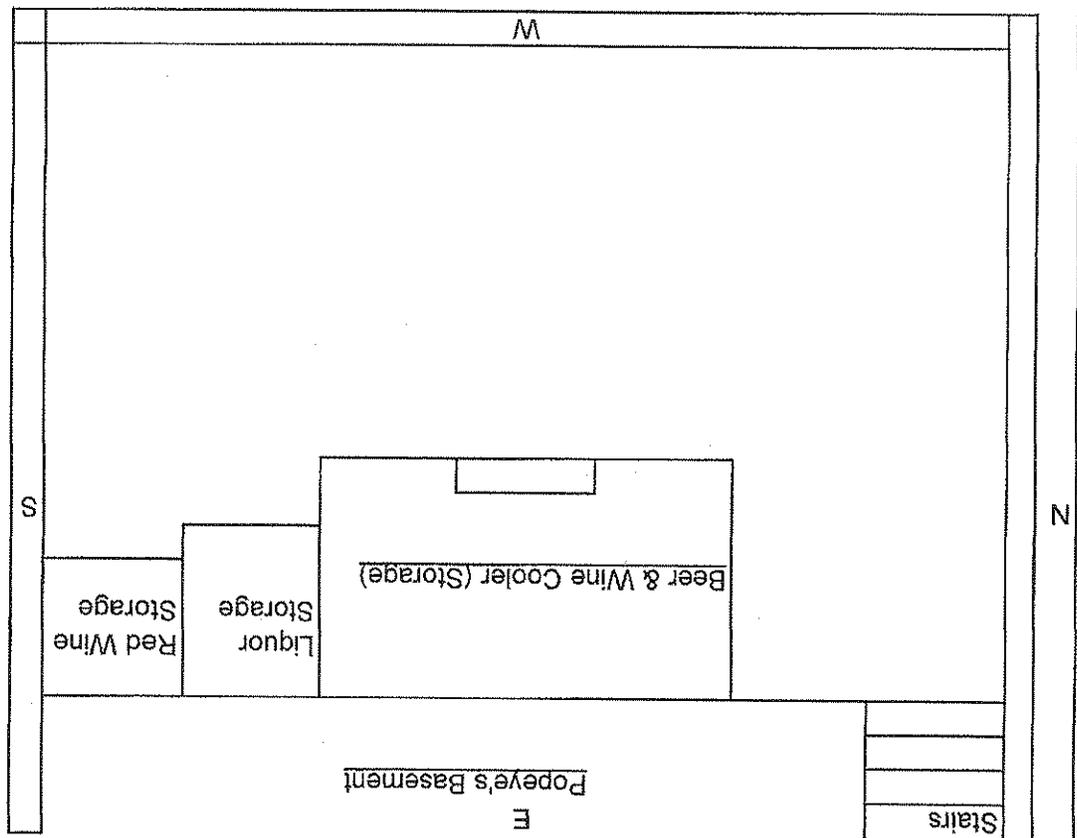
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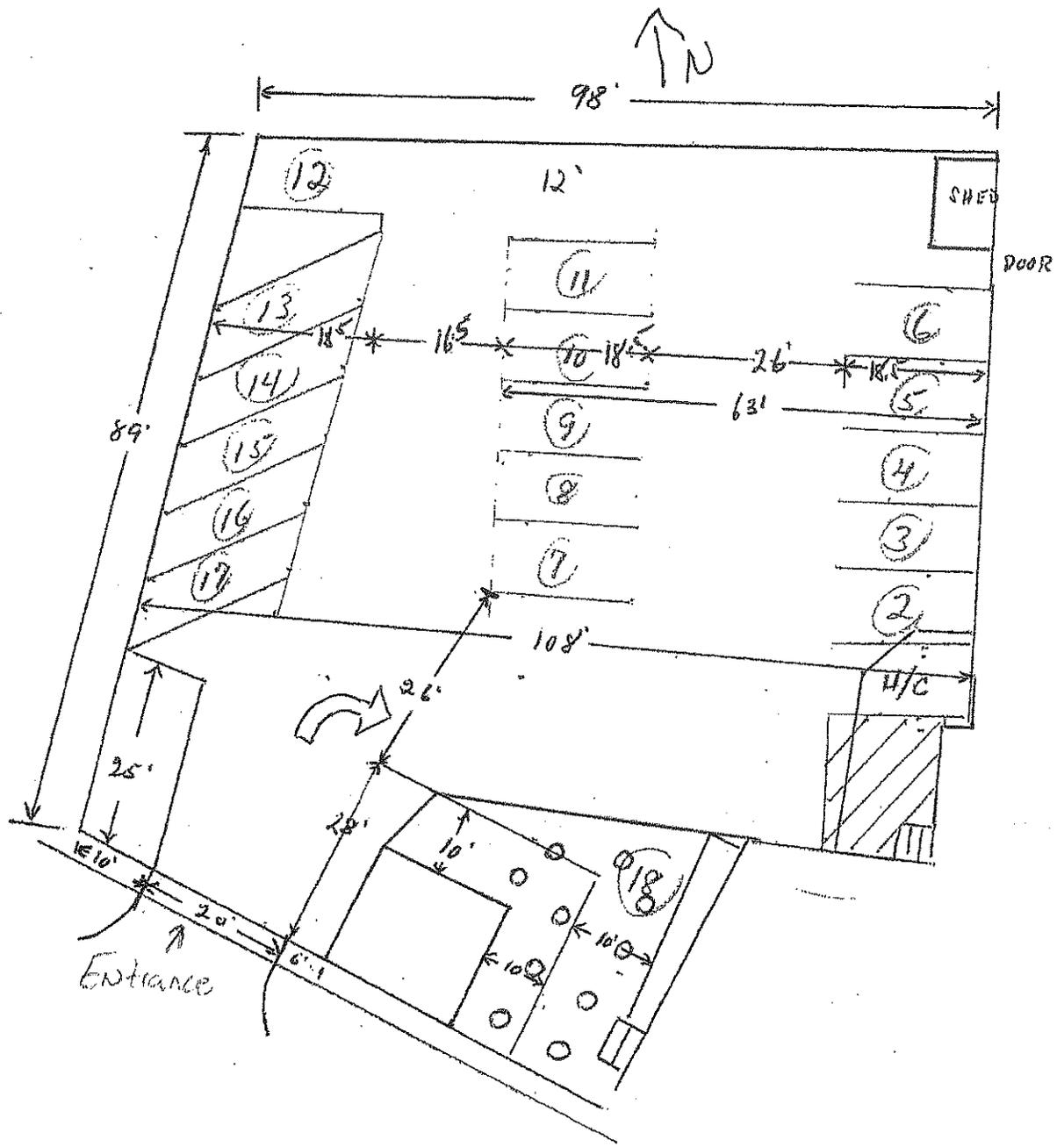


LIQUOR/BEER/WINE SERVICE  
SALES, STORAGE

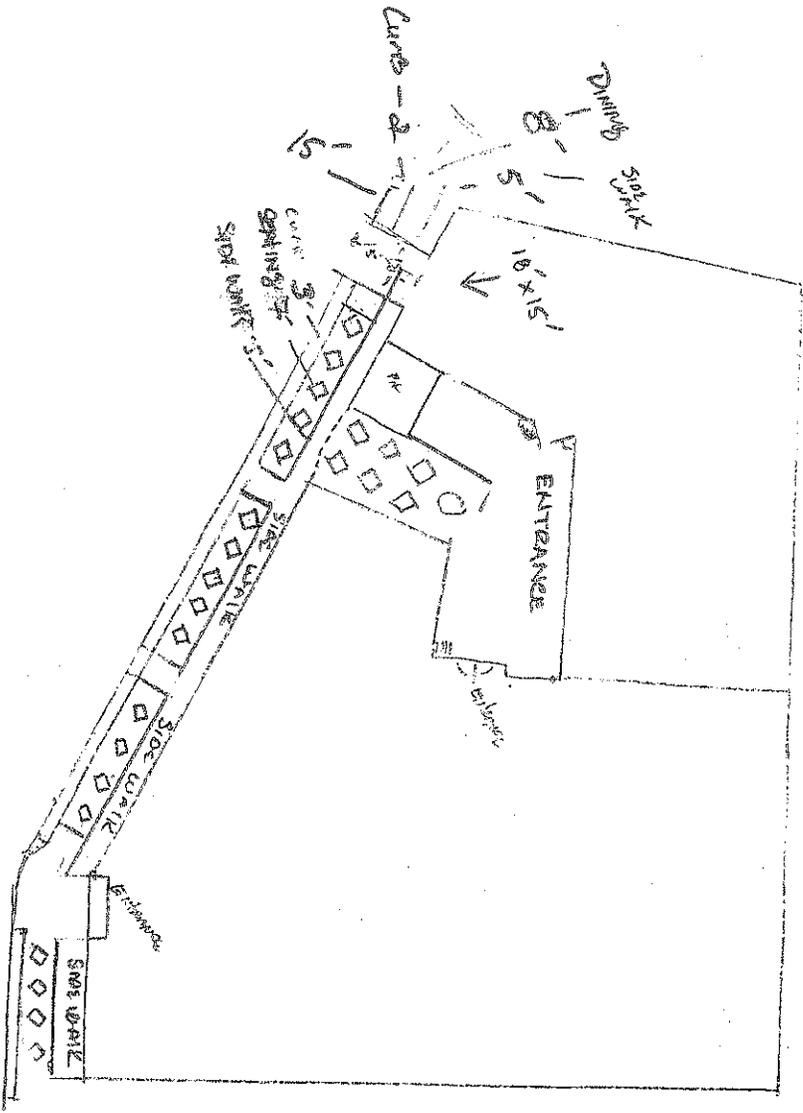


LIQUOR /  
BEER / WINE  
SERVICE  
SALES  
STORAGE  
Dining Rooms





Parking Lot -  
 Peppers's Alley and Eng. Ltd.



*Seaside Cafe Over  
 Hwy 101  
 Hwy 101*

**City of Lake Geneva  
Office of the City Clerk  
Sidewalk Cafe Permit**

License no:  
**2012- 7**  
Fee: 600.00

WHEREAS, the local governing body of the City of Lake Geneva, County of Walworth, Wisconsin, has, upon application duly made, granted and authorized the issuance of a license to:

**Popeye's, Inc.**

**Anagnos Enterprises, LTD  
811 Wrigley Dr., P.O. Box 1117  
Lake Geneva, WI 53147**

and has complied with all requirements necessary for such licenses; and

WHEREAS, this license is subject to all resolutions, ordinances, regulations and provisions as may be at any time imposed by the local governing body or any laws of the State of Wisconsin, and is subject to revocation as provided by law;

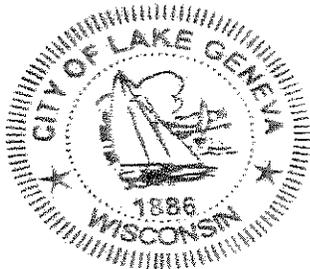
AND WHEREAS, the said applicant has paid to the Treasurer the sum of \$600.00 for such license in said Municipality.

NOW THEREFORE BE IT RESOLVED, License is hereby granted; 5/01/2012 to 10/31/2012

**Popeye's, Inc.  
Anagnos Enterprises, LTD  
811 Wrigley Dr., P.O. Box 1117  
Lake Geneva, WI 53147**

1

Given under my hand and the Great Seal of the City of Lake Geneva, County of Walworth, State of Wisconsin, this 22nd day of May, 2012.



A handwritten signature in black ink, appearing to read "Michael D. Hawes", is written over a horizontal line.

**Michael D. Hawes, City Clerk**

# RENEWAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk. Read instructions on reverse side.

For the license period beginning: 07-01-2012 ending: 06/30/2013  
(MM DD YYYY) (MM DD YYYY)

TO THE GOVERNING BODY of the:  Town of  Village of  City of } LAKE GENEVA

County of Walworth Aldermanic Dist. No. \_\_\_\_\_ (if required by ordinance)

CHECK ONE  Individual  Partnership  Limited Liability Company  
 Corporation/Nonprofit Organization

Complete A or B. All must complete C.

A. Individual or Partnership:  
 Full Name(s) (Last, First and Middle Name) Home Address Post Office & Zip Code

Gregory Anagnos 11507 clover rd 53147  
LAKE GENEVA, WI

B. Full Name of Corporation/Nonprofit Organization/Limited Liability Company Medusa Grill & Bistro LLC

Address of Corporation/Limited Liability Company (if different from licensed premises) 501 Broad St

All Officer(s) Director(s) and Agent of Corporation and Members/Managers and Agent of Limited Liability Company:

Title Name (Inc. Middle Name) Home Address Post Office & Zip Code

President/Member Gregory Anagnos 11507 clover rd

Vice President/Member \_\_\_\_\_ LAKE GENEVA, WI 53147

Secretary/Member \_\_\_\_\_

Treasurer/Member \_\_\_\_\_

Agent Gregory Anagnos

Directors/Managers \_\_\_\_\_

C. 1. Trade Name Medusa Grill & Bistro Business Phone Number 262-249-8644

2. Address of Premises 501 Broad St Post Office & Zip Code 53147

3. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs?  Yes  No

4. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) Restaurant 2 diningrooms & full Basement

5. Legal description (omit if street address is given above): Restaurant

6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, corporation licensee, or nonprofit organization licensee been **convicted of any offenses** (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? If yes, complete reverse side  Yes  No

b. Are **charges for any offenses** presently pending (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? If yes, explain fully on reverse side  Yes  No

7. Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? If yes, explain.  Yes  No

8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? If not, explain.  Yes  No

9. Does the applicant understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown under Section A or B above? [phone (608) 266-2776]  Yes  No

10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement?  Yes  No

11. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor?  Yes  No

**READ CAREFULLY BEFORE SIGNING:** Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.)

**SUBSCRIBED AND SWORN TO BEFORE ME**

this 27 day of April, 2012

Sabrina M. Waswa  
(Clerk/Notary Public)

My commission expires 10/20/2013

[Signature]  
(Officer of Corporation/Member/Manager of Limited Liability Company /Partner/Individual)  
[Signature]  
(Officer of Corporation/Member/Manager of Limited Liability Company /Partner)  
[Signature]  
(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

**TO BE COMPLETED BY CLERK**

Date received and filed with municipal clerk <u>4-27-12</u>	Date reported to council/board <u>5-14-12</u>	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

Applicant's Wisconsin Seller's Permit Number:	<u>456 000276526702</u>
Federal Employer Identification Number (FEIN):	<u>20-4154247</u>
<b>LICENSE REQUESTED</b>	
<input type="checkbox"/> Class A beer	\$
<input type="checkbox"/> Class B beer	\$
<input type="checkbox"/> Class C wine	\$
<input type="checkbox"/> Class A liquor	\$
<input checked="" type="checkbox"/> Class B liquor	\$ <u>60000001 25.00</u>
<input type="checkbox"/> Reserve Class B liquor	\$
Publication fee	\$ <u>25.00</u> pd
<b>TOTAL FEE</b>	\$ <u>25.00</u>



WISCONSIN DEPARTMENT OF REVENUE  
 PO BOX 8902  
 MADISON, WI 53708-8902

**State of Wisconsin • DEPARTMENT OF REVENUE**

REGISTRATION UNIT  
 2135 RIMROCK RD PO BOX 8902 MADISON, WI 53708-8902  
 PHONE: 608-266-2776 FAX: 608-264-6884  
 EMAIL: sales10@revenue.wi.gov WEBSITE: www.revenue.wi.gov

Letter ID: L0473727936

MEDUSA GRILL AND BISTRO LLC  
 507 BROAD ST # 104  
 LAKE GENEVA WI 53147-1419

**State of Wisconsin • DEPARTMENT OF REVENUE**

Wisconsin Seller's Permit - Personal Wallet  
 Copy  
 Sellers Permit Number: 456-0002765267-02  
 Expiration Date: 31-Jan-2014  
 Legal/Real Name: MEDUSA GRILL AND BISTRO LLC

Signature 

**Registration Certificate**

Certificate Expiration Date: 31-Jan-2014

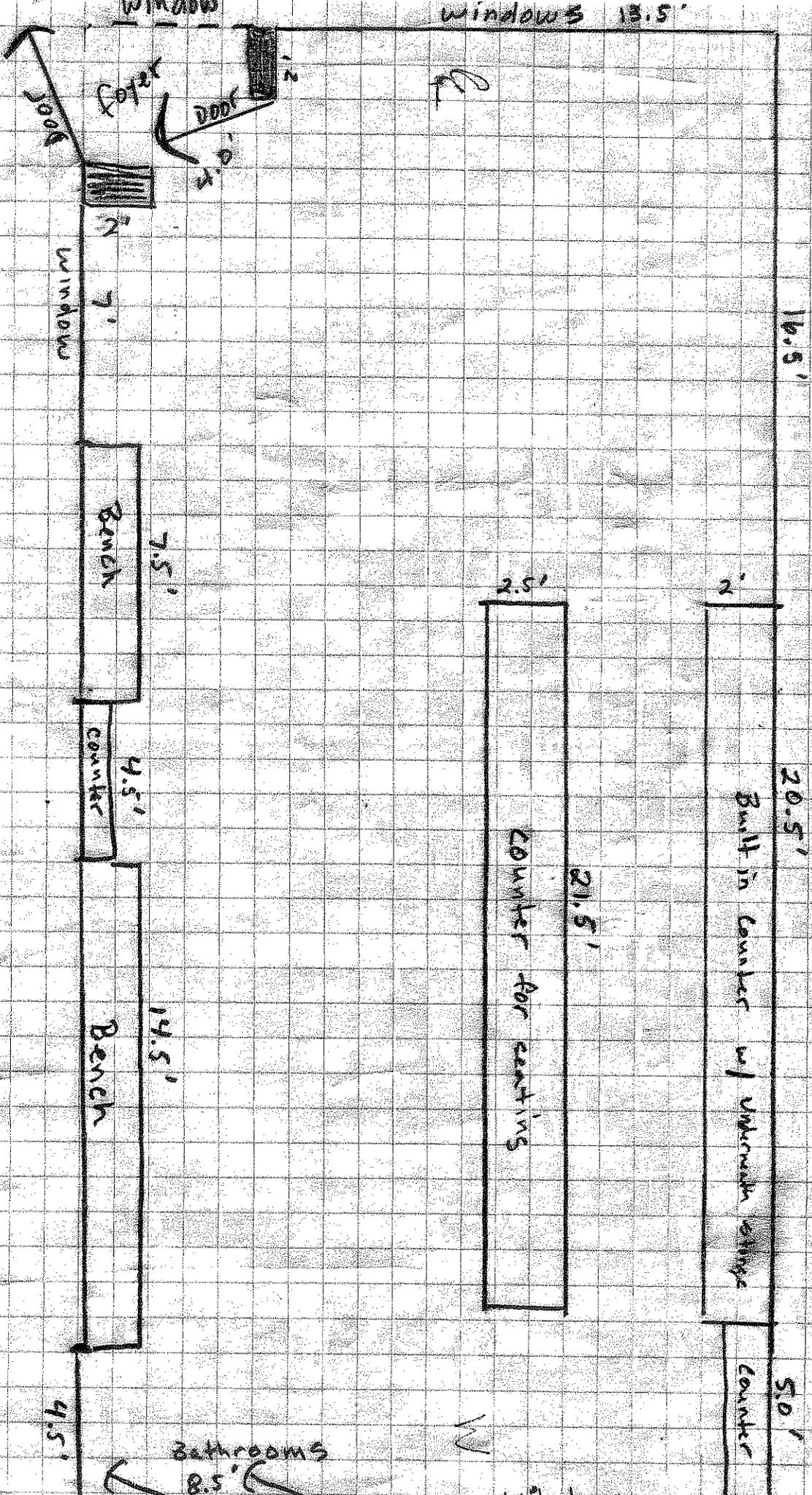
LEGAL/REAL NAME: MEDUSA GRILL AND BISTRO LLC

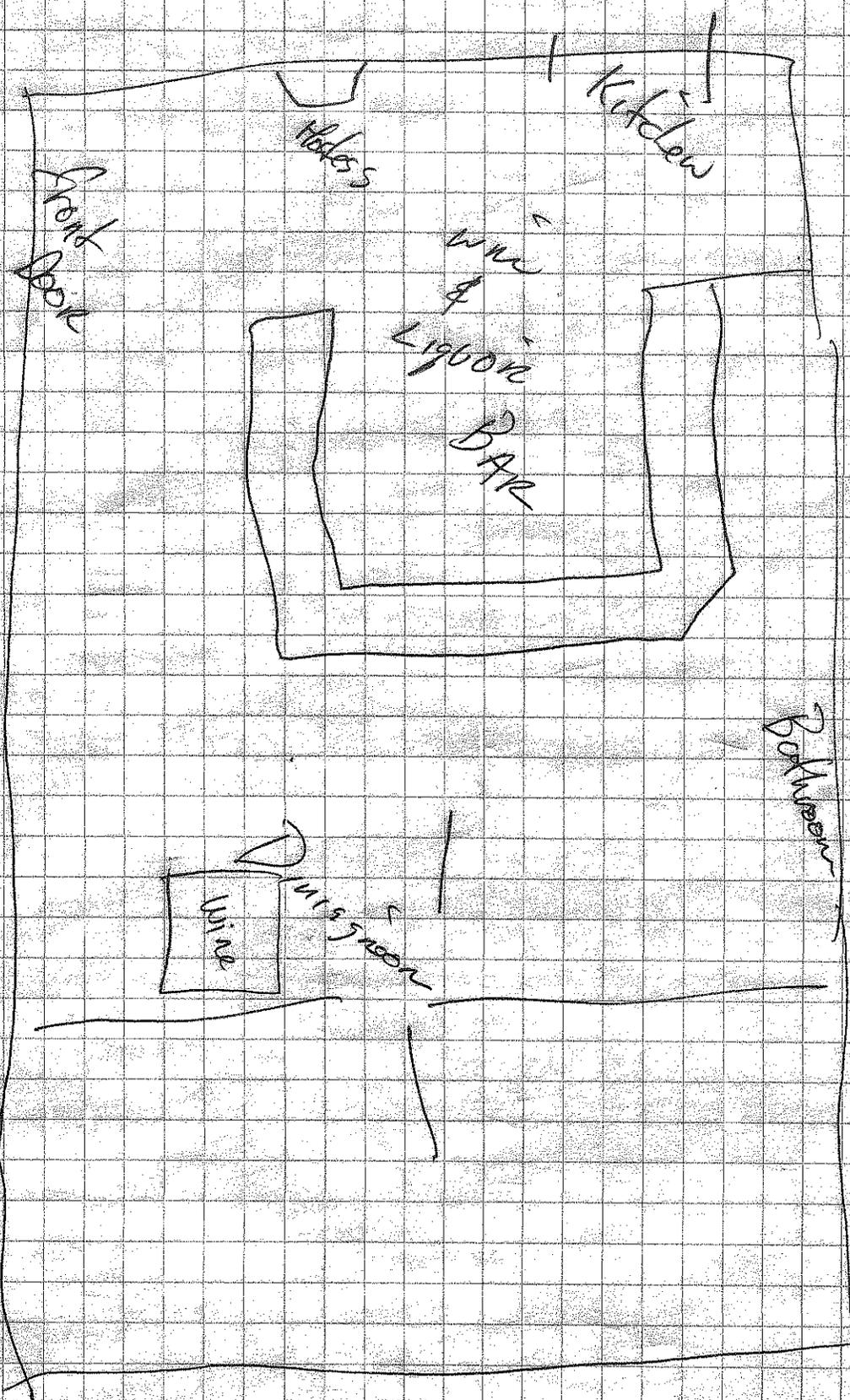
This certificate confirms that you are registered with the Wisconsin Department of Revenue.  
 This certificate is not transferable.

If your business is not operated from a fixed location, such as craft shows, flea markets, etc., the wallet copy should be displayed or carried with you to various events.

You are authorized to engage in the business activity(ies) indicated for the following tax(es).

Tax Type	Account Type	Cease Date	Number
Sales & Use Tax	Seller's Permit		456-0002765267-02
Withholding Tax	Withholding Tax		036-0002765267-03





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# RENEWAL ALCOHOL BEVERAGE LICENSE APPLICATION

Submit to municipal clerk. Read instructions on reverse side.

For the license period beginning: 07 01 2012 ending: 06 30 2013  
(MM DD YYYY) (MM DD YYYY)

TO THE GOVERNING BODY of the:  Town of } LAKE GENEVA  
 Village of }  
 City of }

County of WALWORTH Aldermanic Dist. No. \_\_\_\_\_ (if required by ordinance)

CHECK ONE  Individual  Partnership  Limited Liability Company  
 Corporation/Nonprofit Organization

Complete A or B. All must complete C.

Applicant's Wisconsin Seller's Permit Number: <u>456102778872202</u>	
Federal Employer Identification Number (FEIN): <u>45-5113945</u>	
LICENSE REQUESTED ▶	
TYPE	FEE
<input checked="" type="checkbox"/> Class A beer	\$ 100
<input type="checkbox"/> Class B beer	\$
<input type="checkbox"/> Class C wine	\$
<input checked="" type="checkbox"/> Class A liquor	\$ 500
<input type="checkbox"/> Class B liquor	\$
<input type="checkbox"/> Reserve Class B liquor	\$
Publication fee	\$ 25
<b>TOTAL FEE</b>	\$

5/15/12  
-pd

A. Individual or Partnership:

Full Name(s) (Last, First and Middle Name) Home Address Post Office & Zip Code

B. Full Name of Corporation/Nonprofit Organization/Limited Liability Company ▶ KENRU LLC

Address of Corporation/Limited Liability Company (if different from licensed premises) ▶ \_\_\_\_\_

All Officer(s) Director(s) and Agent of Corporation and Members/Managers and Agent of Limited Liability Company:

Title Name (Inc. Middle Name) Home Address Post Office & Zip Code

President/Member KENNETH H. CONELL, 222 TIMBER LANE, 53147

Vice President/Member \_\_\_\_\_

Secretary/Member \_\_\_\_\_

Treasurer/Member \_\_\_\_\_

Agent ▶ KENNETH H. CONELL, 222 TIMBER LANE, 53147

Directors/Managers \_\_\_\_\_

C. 1. Trade Name ▶ VILLAGE GOURMET & WORLD WINE SHOP Business Phone Number 262-248-6051

2. Address of Premises ▶ 725 WEST MAIN STREET Post Office & Zip Code ▶ 53147

3. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs?  Yes  No

4. Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.) BUILDING FIRST FLOOR

5. Legal description (omit if street address is given above): \_\_\_\_\_

6. a. Since filing of the last application, has the named licensee, any member of a partnership licensee, or any member, officer, director, manager or agent for either a limited liability company licensee, corporation licensee, or nonprofit organization licensee been **convicted of any offenses** (excluding traffic offenses not related to alcohol) for violation of any federal laws, any Wisconsin laws, any laws of other states, or ordinances of any county or municipality? **If yes, complete reverse side**  Yes  No

b. Are **charges for any offenses** presently **pending** (excluding traffic offenses not related to alcohol) against the named licensee or any other persons affiliated with this license? **If yes, explain fully on reverse side**  Yes  No

7. Except for questions 6a and 6b, have there been any changes in the answers to the questions as submitted by you on your last application for this license? **If yes, explain.**  Yes  No

8. Was the profit or loss from the sale of alcohol beverages for the previous year reported on the Wisconsin Income or Franchise Tax return of the licensee? If not, explain.  Yes  No

9. Does the applicant understand a Wisconsin Seller's Permit must be applied for and issued in the same name as that shown under Section A or B above? [phone (608) 266-2776]  Yes  No

10. Does the applicant understand that alcohol beverage invoices must be kept at the licensed premises for 2 years from the date of invoice and made available for inspection by law enforcement?  Yes  No

11. Is the applicant indebted to any wholesaler beyond 15 days for beer or 30 days for liquor?  Yes  No

**READ CAREFULLY BEFORE SIGNING:** Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signers. Signers agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants and each member of a partnership applicant must sign; corporate officer(s), members/managers of Limited Liability Companies must sign.)

## SUBSCRIBED AND SWORN TO BEFORE ME

this 15 day of May, 2012

Sabrina M. Wasson  
(Clerk/Notary Public)

Kenneth H. Conell  
(Officer of Corporation/Member/Manager of Limited Liability Company /Partner/Individual)

\_\_\_\_\_  
(Officer of Corporation/Member/Manager of Limited Liability Company /Partner)

My commission expires 10-20-2013

\_\_\_\_\_  
(Additional Partner(s)/Member/Manager of Limited Liability Company if Any)

## TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk <u>5-15-12</u>	Date reported to council/board	Date license granted
License number issued	Date license issued	Signature of Clerk / Deputy Clerk

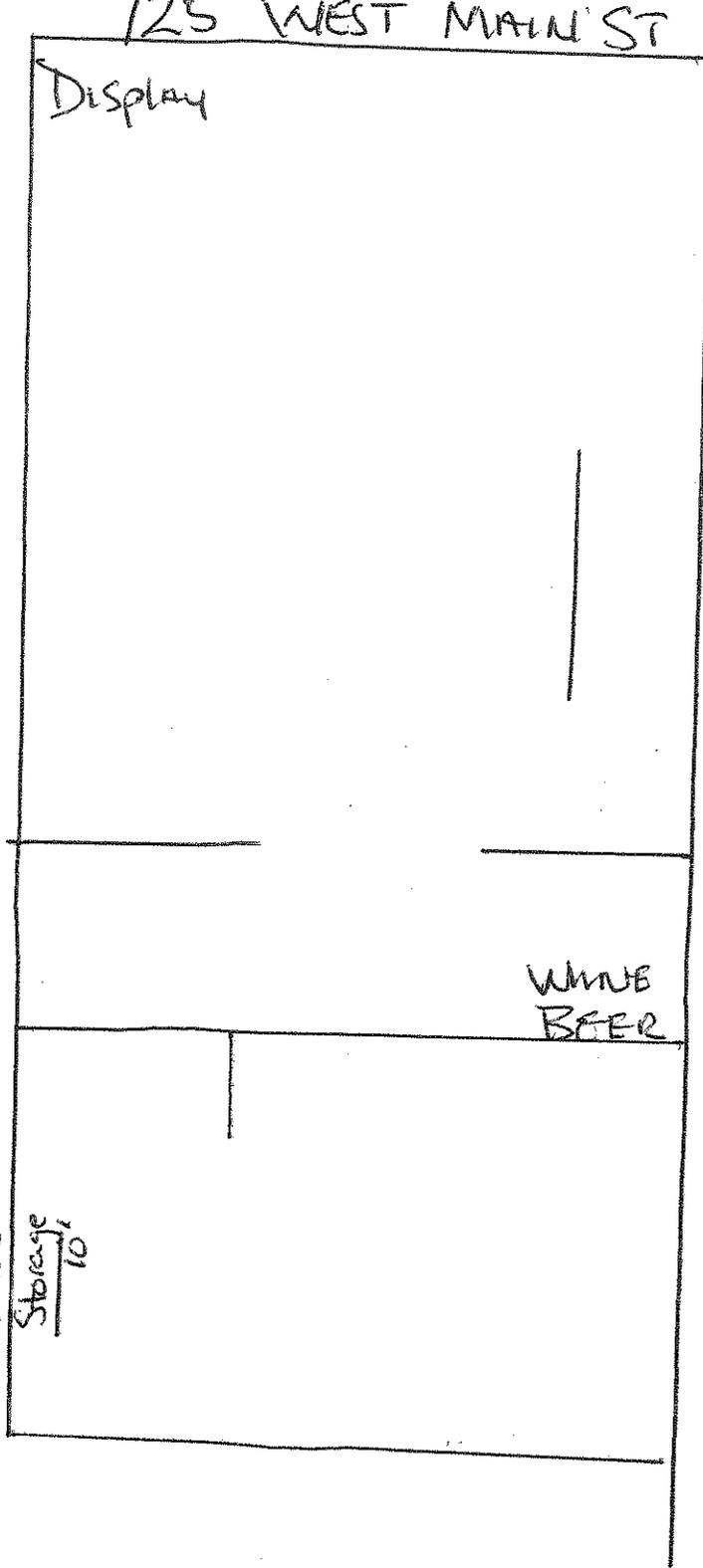
# City of Lake Geneva

725 WEST MAIN ST

Display

WINE  
BEER

WINE  
Storage  
10'



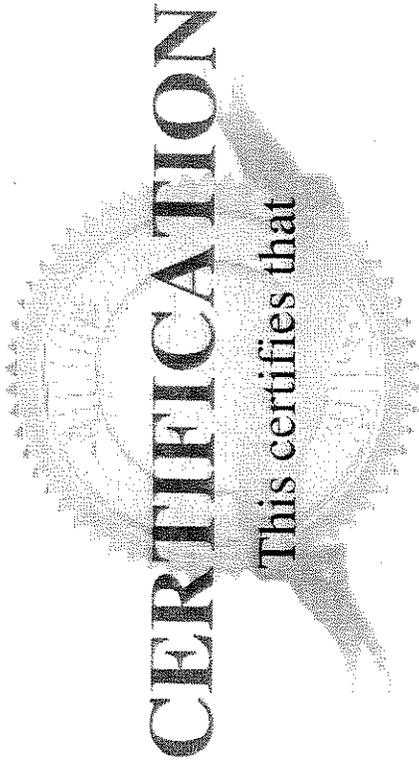


VALIDATE ONLINE AT SERVINGALCOHOL.COM

CODE: VO5Y4VRU5U

ONLINE TRAINING

SERVING ALCOHOL INC  
UNITED STATES OF AMERICA  
team@servingalcohol.com



This certifies that

*Kenneth Conell*

has completed the Serving Alcohol Inc. approved course  
**Wisconsin Alcohol Seller-Server**

April 26, 2012

APPROVED BY THE STATE OF WISCONSIN SS-125.04  
PROVIDER TRAINING IN COMPLIANCE WITH SS-134.66

STUDENT ACKNOWLEDGED UNDERSTANDING OF SS-134.88:  
Restrictions on sale or gift of cigarettes or tobacco products; that state law prohibits selling tobacco products to any person under the age of 18; and failure to comply with these restrictions may result in a citation.

PERSONS COMPLETING THIS COURSE HAVE AGREED TO EXECUTE THE FOLLOWING POLICIES TO THE BEST OF THEIR ABILITIES:

- \* CARD ANY PERSON 35 YEARS OF AGE OR YOUNGER
- \* OBSERVE AND REPORT ANY CUSTOMER SHOWING SIGNS OF POSSIBLE IMPAIRED BEHAVIOR
- \* RESPOND IMMEDIATELY TO ANY POSSIBLE PROBLEMS TO CONSUME ALCOHOL ARE OF LEGAL ALCOHOL DRINKING AGE AND BECARD THEM IF THERE IS ANY QUESTION AS TO THEIR AGE
- \* ENSURE A PERSON MATCHES THEIR VALID LEGAL IDENTIFICATION



WISCONSIN DEPARTMENT OF REVENUE  
 PO BOX 8902  
 MADISON, WI 53708-8902

**State of Wisconsin • DEPARTMENT OF REVENUE**

REGISTRATION UNIT  
 2135 RIMROCK RD PO BOX 8902 MADISON, WI 53708-8902  
 PHONE: 608-266-2776 FAX: 608-261-6248  
 EMAIL: sales10@revenue.wi.gov WEBSITE: www.revenue.wi.gov

KENNETH H CONELL  
 KENRU LLC  
 1238 LASALLE ST  
 LAKE GENEVA WI 53147

Letter ID: L1337881632  
 Batch Index: 1190982144-91

Wisconsin Department of Revenue

Seller's Permit

LEGAL/REAL NAME: KENRU LLC  
 BUSINESS NAME: VILLAGE GOURMET  
 725 W MAIN ST  
 LAKE GENEVA WI 53147

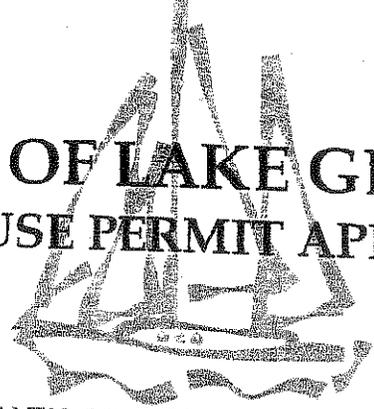
The seller whose name appears above is authorized to engage in the business of selling tangible personal property and taxable services at the location shown. This permit is not transferable and is not valid at any other location. This permit must be conspicuously displayed at the place of business for which issued. Return this permit to the Department if you discontinue sales of taxable property and services at this location.

If your business is not operated from a fixed location, such as craft shows, flea markets, etc., this permit should be displayed or carried with you to the various events.

Tax Type	Account Type	Account Number
Sales & Use Tax	Seller's Permit	456-1027788722-02

\$40 pd  
2-15-12

# CITY OF LAKE GENEVA STREET USE PERMIT APPLICATION



PLEASE FILL IN ALL BLANKS COMPLETELY, AS INCOMPLETE APPLICATIONS WILL BE REJECTED.

APPLICANT MUST FURNISH CERTIFICATE OF COMPREHENSIVE GENERAL LIABILITY INSURANCE WITH THE CITY. APPLICATION MUST ALSO INCLUDE A PETITION DESIGNATING THE PROPOSED STREET AND TIME FOR SUCH USE TO BE SIGNED BY NOT LESS THAN 51% OF RESIDENTIAL OR COMMERCIAL OCCUPANTS ALONG THE AFFECTED PORTION OF THE STREET.

FEES ARE PAYABLE TO THE CITY OF LAKE GENEVA AND DUE UPON APPLICATION. FOR EVENTS UP TO 2 DAYS, FEE IS \$40.00. EVENTS LASTING LONGER THAN 2 DAYS REQUIRE A FEE OF \$100.00

### EVENT INFORMATION

Applicant Name: Brandon Presern

Organization Name: RAM Racing

Mailing Address: 430 Lake Cook Rd Suite C1

City, State, Zip: Deerfield, IL 60015

Phone: 847-527-8558 Fax: 847-572-0981

Event Chair/Contact Person: Brandon Presern

Chair/Contact Phone: 847-527-8558

Title of Event: Big Foot Triathlon

Date of Event: 6/24/2012

Hours: 4:00 AM - 2:00 PM

Start Time

End Time

Estimated Attendance Number: 1,200

Basis for Estimate: 1,000 participants last year + ability for host site to hold number of people

Brief Description of Event and proposed Street Use: A triathlon event with swim, bike, and running events. Streets will be used for the bike portion. There will be minimal closures.

PLEASE ANSWER THE FOLLOWING QUESTIONS COMPLETELY

1. Do you anticipate the event will require additional services from the City of Lake Geneva, including police, fire protection, EMS, or streets?

YES  NO

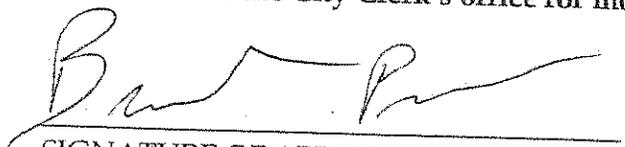
EMS will be needed for medical support  
If Yes, please explain: Police will be needed to close streets and

2. Will the event require reservation of City park space?

YES   NO

If you answered "yes" to Question 2, an additional application for Park Board Permit will be required. Park Permit applications must be made at least six (6) weeks in advance of the event.

Your event may also require a Parade & Public Assembly Permit from the City. Please contact the City Clerk's office for more information.

  
SIGNATURE OF APPLICANT

2/15/2012  
DATE

*For Office Use Only*

Date Filed with Clerk: 2/15/12 (Susan)

Forwarded to Police Chief: 2-15-12

Recommendation: Approved Denied

FLR Approval: \_\_\_\_\_

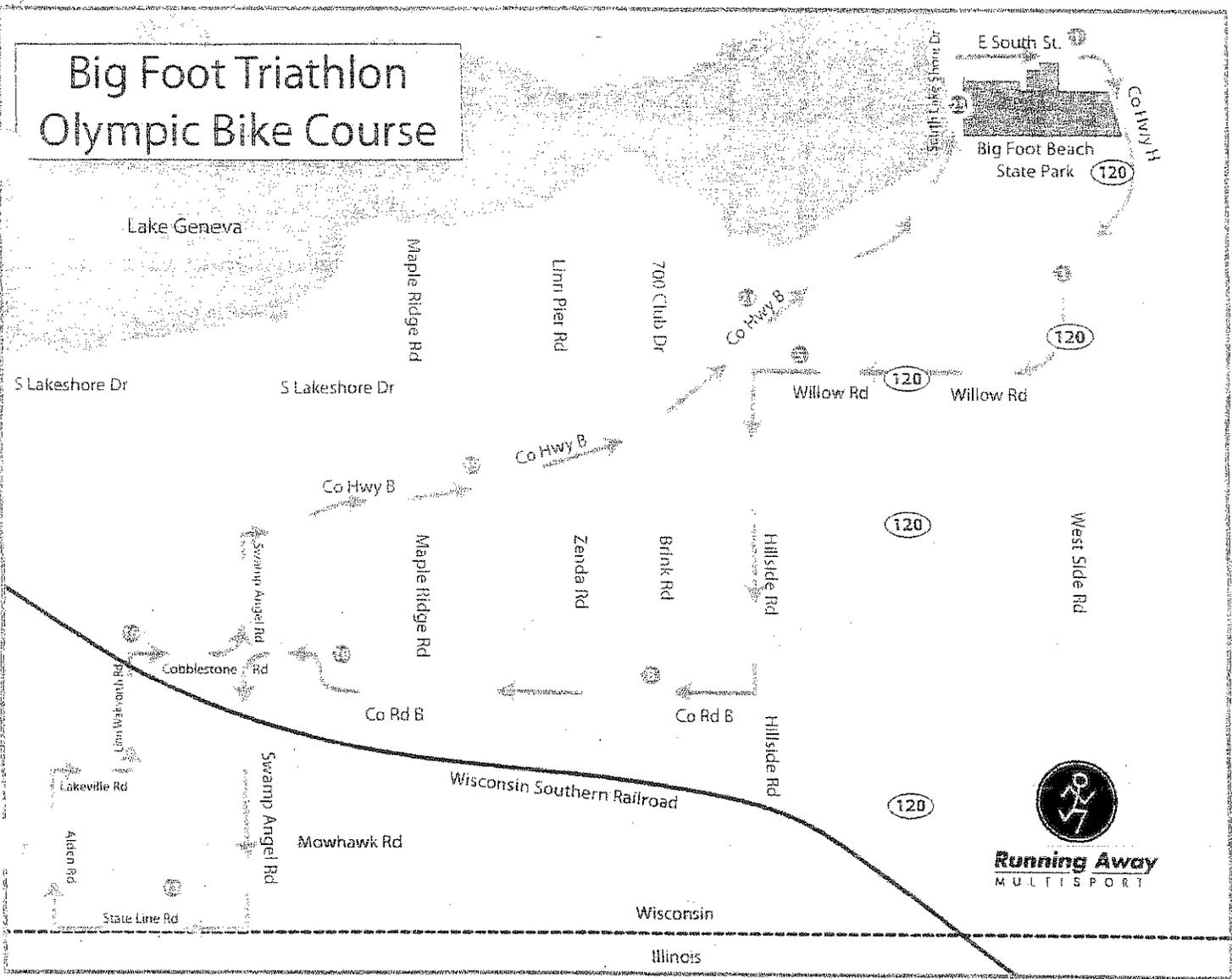
Council Approval: \_\_\_\_\_

Permit Issued: \_\_\_\_\_

Permit Number: \_\_\_\_\_

Copies Provided to: Police Chief  
Street Superintendent  
Fire Chief  
Parking Department

# Big Foot Triathlon Olympic Bike Course

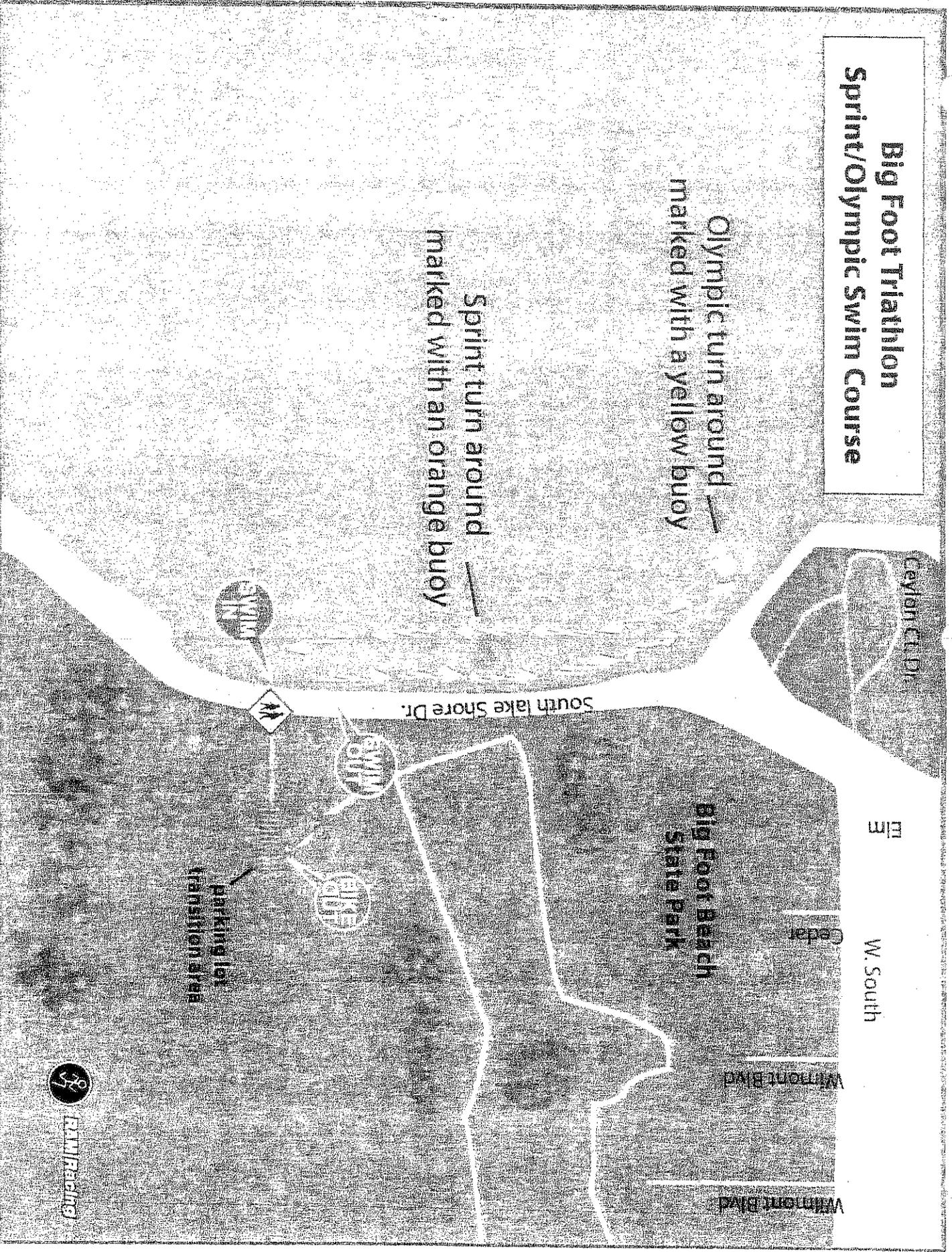


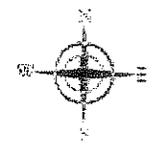
**Running Away**  
MULTISPORT

# Big Foot Triathlon Sprint/Olympic Swim Course

Olympic turn around —  
marked with a yellow buoy

Sprint turn around —  
marked with an orange buoy





Rolling Ln.  
Dorwood Dr.  
Remick Brook Ln.  
Lake Geneva Blvd.

Remick Rd

E. South

W. South

E. Bloomfield

South Lake Shore Dr.

Big Foot Beach State Park

Dainger High School

CA PATH

Edwards Blvd

120

**FINISH**

Olympic second lap

**START**

Transition Area  
Parking lot

Swim Staging





# CITY OF LAKE GENEVA

## STREET USE PERMIT APPLICATION

PLEASE FILL IN ALL BLANKS COMPLETELY, AS INCOMPLETE APPLICATIONS WILL BE REJECTED.

### Application Checklist:



Certificate of Comprehensive General Liability Insurance with the City, its employees and agents as additional insured. The insurance shall include coverage for contractual liability with minimum limits of \$500,000 per occurrence for bodily injury and property damage limits of \$250,000 per occurrence. The certificate of insurance shall provide a thirty-day written notice to the city upon cancellation, nonrenewal or material change in the policy.

WILL  
FAX



Petition designating the proposed area of the street to be used and time for such proposed use, such petition to be signed by not less than 51% of the residential dwelling units and/or commercial units residing along that portion of the street designated for the proposed use or whose property is denied access by virtue of the granting of the permit. (Please see the attached sample form.)



Application Fee of \$40.00. Events lasting longer than two days require a fee of \$100.00. Fees are payable to the City of Lake Geneva and are due upon application.



Completed Park Board Permit Application if the proposed event requires reservation of park space. Park Permit applications must be made at least six (6) weeks in advance of the event.



Completed Parade & Public Assembly Application if the proposed event is open to the public.

### EVENT INFORMATION

Applicant Name: Tara Trent  
Organization Name: Maple Park Homeowner's Association  
Mailing Address: 1103 Geneva St  
City, State, Zip: Lake Geneva WI 53147  
Phone: 248-4441 Fax: \_\_\_\_\_  
Event Chair/Contact Person: Tara Trent  
Chair/Contact Phone: 248-4441  
Title of Event: Maple Park Block Party 6/16/12 5-8 PM

Date of Event: June 16<sup>th</sup>

Location of Event: Geneva St b/w Maxwell & Warren

Hours: 5 8  
Start Time End Time

Estimated Attendance Number: 150

Basis for Estimate: members in association

Brief Description of Event and proposed Street Use: potluck and games

Description of signage to be used during event (including dimensions): \_\_\_\_\_

**PLEASE ANSWER THE FOLLOWING QUESTIONS COMPLETELY**

1. Do you anticipate the event will require additional services from the City of Lake Geneva, including police, fire protection, EMS, or streets? YES  NO   
If Yes, please explain: \_\_\_\_\_

2. Will the event require reservation of City park space? YES  NO

Jan Lt 5-6-12  
SIGNATURE OF APPLICANT DATE

*For Office Use Only*

Date Filed with Clerk: 5-8-12

Total Amount: \$ 40.00

Forwarded to Police Chief: \_\_\_\_\_

Recommendation: Approved Denied

FLR Approval: \_\_\_\_\_

Council Approval: \_\_\_\_\_

Permit Issue Date: \_\_\_\_\_

Permit Number: \_\_\_\_\_

Copies Provided to: Police Chief, Street Superintendent, Fire Chief, Parking Department

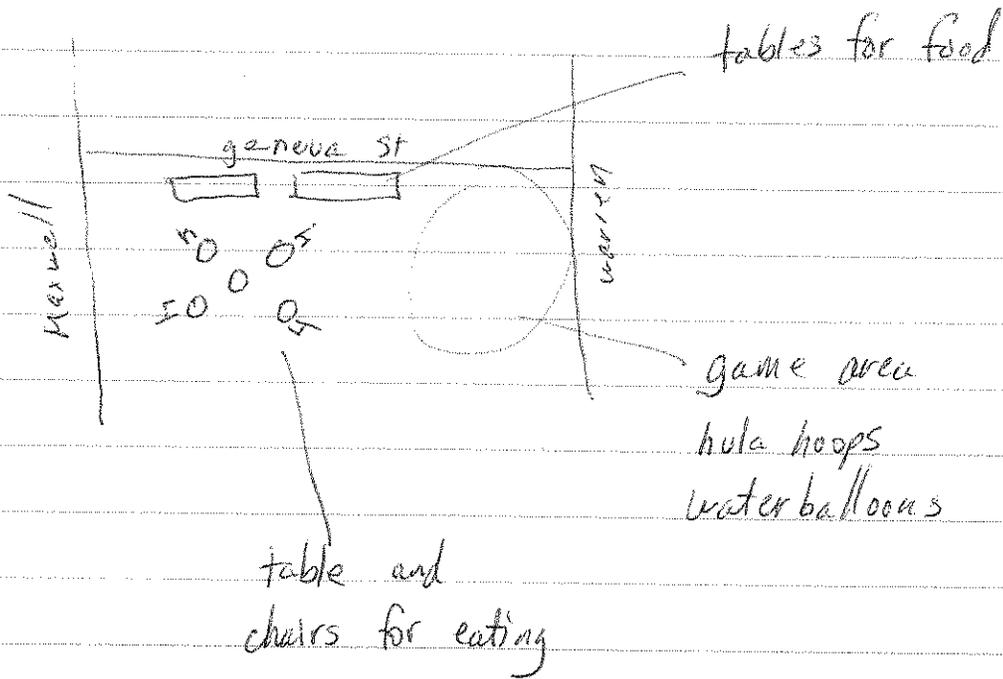
I agree to have the block of Geneva  
between Maxwell and Warren closed  
off during the June 16<sup>th</sup> Block party  
from 5-8 pm.

Jana Lent 1103 Geneva St.

Mike and Nikki Keens 1115 Geneva St (out of town June 16)

Rosy Kelle 1123 Geneva St

~~BJJ~~ 1109 1/2 Geneva St.



# CITY OF LAKE GENEVA STREET USE PERMIT APPLICATION



PLEASE FILL IN ALL BLANKS COMPLETELY, AS INCOMPLETE APPLICATIONS WILL BE REJECTED.

## Application Checklist:

- Certificate of Comprehensive General Liability Insurance with the City, its employees and agents as additional insured. The insurance shall include coverage for contractual liability with minimum limits of \$500,000 per occurrence for bodily injury and property damage limits of \$250,000 per occurrence. The certificate of insurance shall provide a thirty-day written notice to the city upon cancellation, nonrenewal or material change in the policy.
- Petition designating the proposed area of the street to be used and time for such proposed use, such petition to be signed by not less than 51% of the residential dwelling units and/or commercial units residing along that portion of the street designated for the proposed use or whose property is denied access by virtue of the granting of the permit. (Please see the attached sample form.)
- Application Fee of \$40.00. Events lasting longer than two days require a fee of \$100.00. Fees are payable to the City of Lake Geneva and are due upon application.
- Completed Park Board Permit Application if the proposed event requires reservation of park space. Park Permit applications must be made at least six (6) weeks in advance of the event.
- Completed Parade & Public Assembly Application if the proposed event is open to the public.

## EVENT INFORMATION

Applicant Name: Geneva Lake Area Chamber of Commerce (Oktoberfest)

Organization Name: Geneva lake Area Chamber of Commerce

Mailing Address: 201 Wrigley Dr.

City, State, Zip: Lake Geneva, WI 53147

Phone: 262-248-4416 Fax: 262-248-1000

Event Chair/Contact Person: George Hennerley

Chair/Contact Phone: 262-248-4416

Title of Event: Oktoberfest Oct. 6+7, 10 AM - 6 PM

Date of Event: October 6 and 7, 2012

Location of Event: Utilizing the downtown area sidewalks, streets and alleys and closing the 200 block of Broad St.

Hours: 10:00 a.m. 6:00 p. m.  
Start Time End Time

Estimated Attendance Number: 10,000 +

Basis for Estimate: Previous year's direct observation

Brief Description of Event and proposed Street Use: Utilizing the downtown area sidewalks, streets and alleys and closing the 200 block of Broad St.

Description of signage to be used during event (including dimensions): \_\_\_\_\_

**PLEASE ANSWER THE FOLLOWING QUESTIONS COMPLETELY**

1. Do you anticipate the event will require additional services from the City of Lake Geneva, including police, fire protection, EMS, or streets? YES  NO   
If Yes, please explain: \_\_\_\_\_

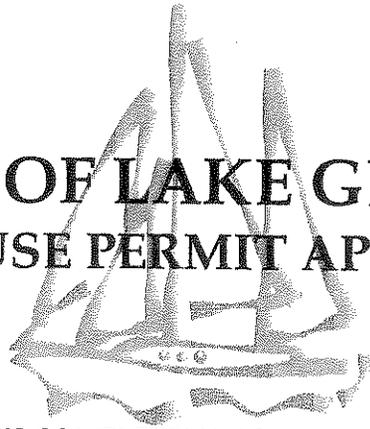
2. Will the event require reservation of City park space? YES  NO

Greg F. Hamby 3.22.12  
SIGNATURE OF APPLICANT DATE

*For Office Use Only*

Date Filed with Clerk: 3-22-12  
Total Amount: \$ \$40.00  
Forwarded to Police Chief: 4-17-12  
Recommendation: [Signature] **Approved** Denied  
FLR Approval: \_\_\_\_\_  
Council Approval: \_\_\_\_\_  
Permit Issue Date: \_\_\_\_\_  
Permit Number: \_\_\_\_\_  
Copies Provided to: Police Chief Fire Chief  
Street Superintendent Parking Department

# CITY OF LAKE GENEVA STREET USE PERMIT APPLICATION



PLEASE FILL IN ALL BLANKS COMPLETELY, AS INCOMPLETE APPLICATIONS WILL BE REJECTED.

## Application Checklist:

- Certificate of Comprehensive General Liability Insurance** with the City, its employees and agents as additional insured. The insurance shall include coverage for contractual liability with minimum limits of \$500,000 per occurrence for bodily injury and property damage limits of \$250,000 per occurrence. The certificate of insurance shall provide a thirty-day written notice to the city upon cancellation, nonrenewal or material change in the policy.
- Petition designating the proposed area of the street to be used and time for such proposed use**, such petition to be signed by not less than 51% of the residential dwelling units and/or commercial units residing along that portion of the street designated for the proposed use or whose property is denied access by virtue of the granting of the permit. (Please see the attached sample form.)
- Application Fee** of \$40.00. Events lasting longer than two days require a fee of \$100.00. Fees are payable to the City of Lake Geneva and are due upon application.
- Completed Park Board Permit Application** if the proposed event requires reservation of park space. Park Permit applications must be made at least six (6) weeks in advance of the event.
- Completed Parade & Public Assembly Application** if the proposed event is open to the public.

## EVENT INFORMATION

Applicant Name: Geneva Lake Area Chamber of Commerce (Children's Christmas Parade)  
Organization Name: Geneva Lake Area Chamber of Commerce  
Mailing Address: 201 Wrigley Dr.  
City, State, Zip: Lake Geneva, WI 53147  
Phone: 262-248-4416 Fax: 262-248-1000  
Event Chair/Contact Person: George Hennerley  
Chair/Contact Phone: 262-248-4416  
Title of Event: Christmas Parade, Dec. 1, 2012 - 4 PM to 6:30 PM

Date of Event: December 1, 2012

Location of Event: Broad St. and Main St., Lake Geneva

Hours: 4:00 p.m. 6:30 p.m.  
Start Time End Time

Estimated Attendance Number: 1000 +

Basis for Estimate: Previous Year's Attendance

Brief Description of Event and proposed Street Use: 55 floats, cars, trucks and horses

Description of signage to be used during event (including dimensions): \_\_\_\_\_

**PLEASE ANSWER THE FOLLOWING QUESTIONS COMPLETELY**

1. Do you anticipate the event will require additional services from the City of Lake Geneva, including police, fire protection, EMS, or streets? YES  NO   
If Yes, please explain: \_\_\_\_\_

2. Will the event require reservation of City park space? YES  NO

*[Signature]* 3.22.12  
SIGNATURE OF APPLICANT DATE

*For Office Use Only*

Date Filed with Clerk: 3-22-12

Total Amount: \$ 40.00

Forwarded to Police Chief: 4-17-12

Recommendation: Approved Denied

FLR Approval: \_\_\_\_\_

Council Approval: \_\_\_\_\_

Permit Issue Date: \_\_\_\_\_

Permit Number: \_\_\_\_\_

Copies Provided to: Police Chief Fire Chief  
Street Superintendent Parking Department

# CITY OF LAKE GENEVA

626 GENEVA STREET  
LAKE GENEVA, WISCONSIN 53147  
(262) 249-4098 • Fax (262) 248-4715  
www.cityoflakegeneva.com



DENNIS E. JORDAN  
CITY ADMINISTRATOR

DATE: May 29, 2012

## MEMORANDUM

TO: Ms. Sarah Hill & Members of FLJ Committee  
Mayor Jim Connors & Member of the Common Council

FROM: Dennis Jordan, City Administrator. DJ

SUBJECT: Library Public Restroom Remodel Bids

### Background

This memorandum discusses the bids which were opened on Thursday, May 17<sup>th</sup>, for the above subject project.

### Discussion

Bids were opened for the Library Public Restroom Remodeling project. The project was advertised in the newspaper, online, and through the City's website. Plans and specifications were available hard copy for viewing at City Hall and for viewing and downloading online. Twenty-four entities availed themselves of the plans. Of this group, the following general contractors viewed the plans and specifications and/or bid:

<u>Contractor</u>	<u>Bid Amount</u>
Mohr Construction	\$47,900.00
Gilbank Construction, Inc.	\$71,400.00
Magill Construction Company, Inc.	No Bid
Big Foot Construction	No Bid
Greenstone Builders	No Bid
Engerman Contracting	No Bid
Fiebig Contracting Group LLC	\$53,975.00
Scherrer Construction	\$86,175.00
Walter Daniels Construction Company, Inc.	\$71,900.00
Humphreys Contracting	\$79,800.00

The low bid is that of Mohr Construction in the amount of \$47,900. The contractor has been pre-qualified (Dennis-Check with Cindy on this).

### Recommendation

It is recommended to award the work to the low bidder, Mohr Construction, in the amount of \$47,900.00.

### Budget & Staffing Impact

The project will be funded from already approved restroom remodeling TIF #4 funds.

# BID PROPOSAL FORM

# BID PROPOSAL FORM

FOR: LIBRARY PUBLIC RESTROOMS REMODEL  
918 WEST MAIN STREET  
LAKE GENEVA, WI 53147  
GBG-12-02

BIDS DUE: BY 10:00 A.M. THURSDAY, MAY 17, 2012

AT: LAKE GENEVA CITY HALL  
626 GENEVA STREET  
LAKE GENEVA, WI 53147  
ATTN: MICHAEL HAWES, CITY CLERK

## 1. LUMP SUM BASE BID

The undersigned, having become familiar with the local conditions affecting the cost of the work and the Contract Documents, hereby proposes to perform all work required by the Contract Documents and to provide all labor, materials, tools, equipment, utility and transportation services necessary to complete in a workmanlike manner the construction of the proposed **Library Public Restrooms Remodel** for the lump sum amount of:

Forty Seven Thousand Nine Hundred dollars and <sup>00</sup>/<sub>100</sub> DOLLARS  
( \$ 47,900 <sup>00</sup> )

## 2. SUBCONTRACTORS

The Base Bid is based upon the following subcontractors. (List one name for each branch of work to be subcontracted.)

<u>SUBCONTRACTOR</u>	<u>BRANCH OF WORK</u>
<del>Maier's Mechanical</del> Brivenswite Plumbing	Plumbing
Grohs Electric	Electric
Liquid Systems	Painting
Forever Floors	Tile
Black Iron	Doors / Frames

**ADDENDA RECEIPT**

The following Addenda have been received. The modifications to the Bid Documents have been considered and all costs are included in the Bid Sum.

Addendum # #1 Dated 5-8-12  
Addendum # \_\_\_\_\_ Dated \_\_\_\_\_  
Addendum # \_\_\_\_\_ Dated \_\_\_\_\_  
Addendum # \_\_\_\_\_ Dated \_\_\_\_\_

**4. BID FORM SIGNATURE(S)**

DATE: 5-17-12

FIRM NAME: Mohr Construction

BUSINESS ADDRESS: 7116-88th Ave

Kenosha, WI 53142

TELEPHONE NO. 262-515-6647

FAX NO. \_\_\_\_\_

SIGNED BY: 

TITLE: owner

WHERE THE BIDDER IS A CORPORATION, ADD:

ATTEST: \_\_\_\_\_

(SEAL)

# BID BOND

A new revised Page 42, DIVISION 16-ELECTRICAL, showing the changes, is included in this addendum. The Page 42 as shown in the bidding specifications shall be disregarded.

Marked up revised Plan Sheets 3, 4, & 6 of 11 are included in this addendum.

City of Lake Geneva

Date: May 8, 2012

\_\_\_\_\_  
Daniel S. Winkler, P.E.  
Director of Public Works & Utilities

The Bidder hereby acknowledges receipt of this Addendum by his signature affixed hereto in the space below and by inserting the signed and completed Addendum in the Bid Form. The City shall contact all contractors on the bidder's list by telephone and by fax to ensure that they are aware of this clarification. Inclusion of this signed Addendum is required or prospective bid may be declared irregular.

CONTRACTOR'S NAME Mohe Construction

PRINCIPAL Matt Mohe

DATE 5-17-12

**BID BOND**

KNOW ALL MEN BY THESE PRESENTS, that we Mohr Construction - 7116 88th Avenue, Kenosha, WI 53142

as Principal, hereinafter called the Principal, and Western Surety Company  
101 S. Phillips Ave.; Sioux Falls, SD 57117

a corporation duly organized under the laws of the State of SD as Surety, hereinafter  
called the Surety, are held and firmly bound unto City of Lake Geneva - 626 Geneva Street, Lake Geneva, WI 53147

as Obligee, hereinafter called the Obligee, in the sum of  
Five Percent (5%) of Principal's Bid ~~Eighteen~~ (5%),  
for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors,  
administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for Library Public Restroom Remodel  
918 West Main Street, Lake Geneva, WI

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a Contract with the Obligee in  
accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or Contract Documents with  
good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in  
the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if the  
Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and such  
larger amount for which the Obligee may in good faith contract with another party to perform the Work covered by said bid, then this  
obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this 10th day of May, 2012.

[Signature]  
(Witness)

Mohr Construction  
(Principal) (Seal)  
[Signature]  
Stacey Mohr, (Title) President

[Signature]  
(Witness)

Western Surety Company  
(Surety) (Seal)  
[Signature]  
Jason A. Braatz, (Title) Attorney-in-Fact

Printed in cooperation with the American Institute of Architects (AIA) by the CNA Insurance Companies.

The language in this document conforms exactly to the language used in AIA Document A310 - Bid Bond - February 1970 Edition.

# Western Surety Company

## POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

**Randy L Brehmer, Terence R Geszvain, Lawrence A Michael, Robert W Lentz, Jason A Braatz, Christopher H Brehmer, Individually**

of Butler, WI, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

**- In Unlimited Amounts -**

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the By-Law printed on the reverse hereof, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Senior Vice President and its corporate seal to be hereto affixed on this 11th day of August, 2011.



WESTERN SURETY COMPANY

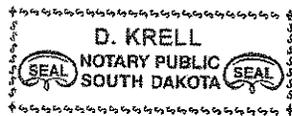
*Paul T. Bruffat*

Paul T. Bruffat, Senior Vice President

State of South Dakota }  
County of Minnehaha } ss

On this 11th day of August, 2011, before me personally came Paul T. Bruffat, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is the Senior Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires  
November 30, 2012



*D. Krell*

D. Krell, Notary Public

### CERTIFICATE

I, L. Nelson, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Law of the corporation printed on the reverse hereof is still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 10<sup>th</sup> day of May, 2012



WESTERN SURETY COMPANY

*L. Nelson*

L. Nelson, Assistant Secretary

**Authorizing By-Law**

**ADOPTED BY THE SHAREHOLDERS OF WESTERN SURETY COMPANY**

This Power of Attorney is made and executed pursuant to and by authority of the following By-Law duly adopted by the shareholders of the Company.

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, and Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.



**City of Lake Geneva**  
**CD and CDARS Investments**  
6/1/2012

<u>Bank</u>	<u>Amount Invested</u>	<u>Time Period</u>	<u>% rate</u>	<u>Maturity Dates</u>	<u>Fund</u>	<u>#</u>
<b><u>BMO Harris Bank</u></b>						
Regular CD	\$ 458,737.48					
Regular CD	\$ 142,189.21	9 months	0.30	09/21/12	TIF 4	46150170
Sub-Total	\$ 600,926.69					
<b><u>Talmer Bank</u></b>						
Regular CD	\$ 54,466.28	12 months	0.50	06/01/12	TIF 4	4020101292
Sub-Total	\$ 54,466.28					
<b><u>Community Bank of Delavan</u></b>						
Regular CD	\$ 306,637.64	9 months	0.40	08/08/12	TIF 4	39825
Regular CD	\$ 310,240.39	9 months	0.20	11/18/12	TIF 4	39982
CDARS	\$ 600,000.00	26 week	0.25	11/24/12	TIF 4	1013047509
CDARS	\$ 600,000.00	26 week	0.15	08/23/12	TIF 4	1013489579
Sub-Total	\$ 1,816,878.03					
<b>TOTAL invested</b>	<b>\$ 2,472,271.00</b>					
Interest to Re-invest	\$ 2,111.33					
Interest to Re-invest	\$ 4,112.86					
	<b>\$ 2,478,495.19</b>					

# CITY OF LAKE GENEVA



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LAKE GENEVA, WISCONSIN 53147  
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[www.cityoflakegeneva.com](http://www.cityoflakegeneva.com)

**TO:** MAYOR CONNORS AND COMMON COUNCIL

**FROM:** CITY ADMINISTRATOR JORDAN

**DATE:** MAY 29, 2012

**RE:** PARKING STUDY

**Background:** The Parking Committee voted to ask the Common Council to approve a parking study using parking funds to determine the need, utilization, design and feasibility of a parking facility in Lake Geneva. Committee Chairman Smith will be available to discuss the Committee's request.

**Recommendation:** Discuss and direct staff appropriately.

**EXCERPT FROM PARING COMMISSION  
MEETING MINUTES 5/17/12**

8. Shuttle bus request to Common Council: At its October meeting the Parking Commission agreed that next year (2012) it would ask the city to run the shuttle bus on the weekends of Memorial Day, Labor Day, Oktoberfest, 4th of July, Venetian Fest, Winter Fest, Art in the Park, and Maxwell Street Days. The shuttle bus worked well during Octoberfest and Winterfest, running between the Petco/Office Max parking lot to the Post Office and costs \$???

**Recommendation to the Common Council:** That the City run a shuttle bus on the weekends of Memorial Day, Labor Day, Oktoberfest, 4th of July, Venetian Fest, Winter Fest, Art in the Park, and Maxwell Street Days and that the cost of the bus be paid for using Parking Funds.  
Moved, seconded, and passed unanimously.

9. Parking Ramp: All members of the Parking Commission expressed interest in seeing what the options are for a parking ramp. There is documented need; building costs are currently low;

**Recommendation to the Common Council:**

1. Postpone closing the TIF to increase parking spaces.
  2. To pursue a new study of a parking structure from TIF funding.
  3. Hire an organization to do a study of the need, cost and recommendations for a parking structure.
- Moved, seconded. Passed unanimously.

10. 2 hour free parking for non-residents from Nov. 1 to May 1: Tracking non-resident 2 hour free parking is difficult because there is no easy way to monitor non-residents moving from one space to another and receiving 2 hours free parking at each space. Since this item is not urgent, it will be discussed at a future meeting.

11. Next meeting: It was agreed that the next meeting of the Parking Commission will be Wednesday June 13 at 6:00pm.

12. Adjournment.

Martin Smith  
Secretary



**Agenda Item No. 1- Wayfaring Signage in the Downtown-Discussion.**

Chairman Mott stated that Mr. Steinberg wished to do more research on this and asked that the item be continued to the June meeting of the Public Works Committee. It was moved by Hill and seconded by Kupsik to continue this item until the June meeting. The Motion Passed 5-0.

**Agenda Item No. 2- Downtown Traffic Signals Replacement Update.**

The Committee discussed the cost saving measures and decided to go forward with an amended RFP to solicit bids for the project. It was decided that there would be an optional bid for the Pre-Emption Devices.

The Council should approve the following recommendations before re-bidding the project.

- Traffic control (4-way stop signs in lieu of temporary traffic signals). Kehoe, 2<sup>nd</sup> Krohn. Passed 5-0.
- Painting signal poles (Paint separately with Ruffalo Painting). Kehoe, 2<sup>nd</sup> Mott. Passed 5-0.
- Signal equipment (City purchases to save OH & possible sales tax). Mott, 2<sup>nd</sup> Marsala. Passed 5-0.
- Conduit boring (Windstream Wireless donation). Unanimously approved by consensus.
- Concrete and brick pavers (Get alternate bids for sidewalk, brick & ramps). Hartz, 2<sup>nd</sup> Krohn. Passed 5-0.
- Emergency Pre-emption devices (Remove from bidding). Marsala, 2<sup>nd</sup> Hartz. Passed 3-2 (Hartz & Mott).
- Bid competition (Get more interest by extending bids to 4 weeks). Hartz, 2<sup>nd</sup> Marsala. The Motion Passed 5-0.

It was moved by Hill and seconded by Kupsik to give Public Works Director Winkler authority to move ahead with re-bidding the project, including an alternate bid for the pre-emption devices. The Motion Passed 5-0.

**Agenda Item No. 3- Action Courts Proposals to Cover Tennis Courts with Interlocking Grid.**

Chris Lafigliola of Action Courts attended the meeting to answer questions regarding the samples of the material that the Committee members saw at their last meeting. There were some questions regarding the product's durability and warranty. Motion by Hill and seconded by Kupsik to redo the RFP, including the specs for the new material, and to gets bids both separately for each tennis court (Dunn Field and Maple Park) and as a package. The Motion Passed 5-0.

**Agenda Item No. 4- Discussion-Conversion of the Ornamental Downtown Lights to LED.**

The Committee discussed the pros and cons of either retrofitting the current fixtures or just purchasing new fixtures. It was decided to recommend the purchase new fixtures which included the labor, as opposed to retrofit kits that did not include labor costs. It was moved by Hill and seconded by Kupsik to direct staff to prepare n RFP to replace all lighting with LED lights. There was then a discussion of lumens and the wavelength of the lights. Haugen made an amendment to the main motion requesting that the color of the light to be emitted be specified, seconded by Kupsik. The amendment passed 5-0. The main motion then passed 5-0.

**Agenda Item No. 5- Update-Pavement Striping at Sheridan Springs Road & Center Street and Main Street and Center Street**

**Agenda Item No. 6- Pavement Striping at Sheridan Springs Road & Center Street and Main Street & Center Street - Continued Discussion.**

The Committee acknowledged that the County had already stripped the Sheridan Springs Road and Center Street intersections. The City Administrator was directed to contact the DOT to determine if there was any leeway on the stripping from Edwards Boulevard to Peller Road, or was it you have to do it the way it was depicted by the DOT. No action taken and waiting for a reply from the DOT.

**Agenda Item No. 7-2012 Street maintenance Program, Conant Street Curb & Gutter Assessments-Discussion.**

The Committee discussed the Conant Street Curb and Gutter project from High Street to William Avenue. The Committee believed the first part of the project did a good job of directing ground water and cleaning up the area. Before committing to the project, the Committee wants a survey sent out to the residents to see what

**MEMORANDUM**

**To:** Dan Winkler, City of Lake Geneva  
**From:** Jeff Knudson/Tim Hastings  
**Date:** March 26, 2012  
**Subject:** Main Street Traffic Signal Improvements  
R11-0014-105

The Main Street Traffic Signal Improvement Project was bid on March 20, 2012. Seven contractors obtained plans for the project. A single bid was received for \$406,320.25, exceeding the original estimated construction cost of \$250,000. Estimate research and follow up discussions with the bidder and other plan holders that didn't bid yielded the following information, categorized into significant components of the overall project cost.

**Traffic control**

The initial estimate was based on closing Broad and Center Streets at Main Street during construction. Discussion with the City during final design changed the traffic control type to allow full open intersections and added temporary signals to the contract. The bid for 2 sets of temporary signals including installation, temporary controller and service, maintenance, and removal was \$44,000. This cost was not included in the original estimate.

**Painting**

The bid included painting all new and touching up paint on salvaged equipment to match the green color evident throughout downtown. The electrical supplier TAPCO included \$6,000 for supplying new equipment painted green and the prime contractor included \$13,276 in their bid for touch up painting of installed and salvaged equipment, totaling \$19,276 for painting. A minor amount of painting was included in the original estimate.

**Signal equipment procurement**

The bidder included a 10% markup on signal equipment from TAPCO totaling about \$9,000. The City could purchase the equipment directly from TAPCO. The City would then be responsible to work directly with TAPCO for all equipment warranty issues in the future. The bidder would honor workmanship issues but any material costs related to warranty items would be the City's responsibility to work out with TAPCO or another equipment supplier.

The bidder confirmed that though much of the signal equipment salvaging work is slow and time consuming, replacing all equipment with new would be more expensive.

**Conduit boring**

The bidder included \$25,760 for boring the cross-road conduits. The bidder admitted this cost is higher than typical because of the difficulty of this construction in close proximity to pedestrians, vehicles, and buildings, and the amount of underground utilities. They assumed a significant number of high pressure hydrovac potholes would be required to locate utilities for the bore lines. Reducing the number or size of conduits does not typically reduce the boring cost significantly because the challenges of boring are evident whether the bore lines are for 2-inch or 3-inch conduits.

The bidder stated no opposition to having an alternate contractor of the City's choosing bore the lines for them. In this case consideration would be needed to ensure schedules for the boring contractor closely overlap the signal contractor to keep the construction zone open for as little time as possible.

The bidder believes open cut construction would be more expensive than the boring process.

**Downtown conditions**

Although not specifically described, the bid was estimated to be overall higher than normal because of the close proximity of buildings and pedestrians. This was described by the bidder as being primarily caused by:

- concrete work needing to be extra careful to avoid spills on adjacent brick and buildings,
- the need to police the area during construction due to constant pedestrian and vehicular activity, and
- difficulty with maneuvering heavy equipment and salvaged material in a tight urban space.

**Schedule of completion**

According to the bidder, the dates of completion did not alter the bid. TAPCO could not package all necessary equipment in time for the spring 2012 completion date so the bidder automatically assumed the late season construction and said it had no effect on the bid.

**Pavement marking**

The pavement marking scenario east of Center Street included removal of parking spaces and was the highest estimated cost scenario for pavement marking in this area. This bid cost was about \$4,000. This cost was not included in the original estimate.

**Concrete and brick pavers**

The concrete work and brick work bid came in at about \$46,000, of which we originally estimated \$16,000. This initial estimate from fall 2011 was based on a smaller area of replacement and included only concrete work with no brick paver salvaging. This work could likely be done by the City's concrete sidewalk contractor for less.

**Emergency vehicle preemption**

The emergency vehicle preemption bid came in at \$46,000, significantly higher than originally estimated. Emergency vehicle preemption was originally estimated to include only the equipment for intersection preemption and did not include emitter equipment for City vehicles. During final design the City requested inclusion of 16 emitter packages as part of the contract. These emitters total about \$15,000.

**Bid competition**

The bid was non competitive because only one contractor provided a bid.

During the advertising period, we contacted several electrical contractors to inform them of the project. Plan holders who did not bid expressed a unique set of internal situations that did not allow putting together a competitive bid during the advertising period. A few potential bidders mentioned that a longer advertisement period would be helpful in the future.

# Bid Tabulation

Project Name: Main Street Traffic Signal Improvements  
 Owner: City of Lake Geneva  
 Walworth County, Wisconsin

Bid Date: March 22, 2012  
 Time: 10:00 a.m.  
 Project No. R11-0014-105

CONTRACTOR		Outdoor Lighting Const. Co. Inc. 8628 W. Calumet Road Milwaukee, WI 53224									
No.	Item	Unit	Qty	Price	Total	5% BB	X	5% BB	Total	Price	Total
<b>BID SECURITY</b>											
<b>ADDENDUM NO. 1</b>											
Section 1 - Roadway and Sidewalk:											
1	Removing Asphaltic Surface	SY	30	\$18.00	\$540.00						
2	Removing Concrete Pavement	SY	30	\$18.00	\$540.00						
3	Removing Concrete Curb and Gutter	LF	125	\$12.00	\$1,500.00						
4	Removing Concrete Sidewalk	SF	1,950	\$2.00	\$3,900.00						
5	Saw-Cutting Pavement	LF	170	\$2.50	\$425.00						
6	Common Excavation	LS	1	\$11,873.00	\$11,873.00						
7	Salvaging and Installing Brick Pavers	SF	700	\$11.80	\$8,260.00						
8	Base Aggregate Dense, 1-1/4"	TON	65	\$22.00	\$1,430.00						
9	HMA Pavement, Type E-10	TON	25	\$185.00	\$4,625.00						
10	Concrete Curb and Gutter, 30", Type D	LF	125	\$44.00	\$5,500.00						
11	Concrete Sidewalk, 6"	SF	1,950	\$7.50	\$14,625.00						
12	Inlet Protection	EA	2	\$75.00	\$150.00						
13	Lawn Restoration	SY	60	\$12.00	\$720.00						
14	Pavement Marking Removal	LF	350	\$2.50	\$875.00						
15	Pavement Marking Arrow Removal	EA	6	\$100.00	\$600.00						
16	Pavement Marking, 4", Epoxy	LF	475	\$0.75	\$356.25						
17	Pavement Marking, 6", Epoxy	LF	40	\$0.85	\$34.00						
18	Pavement Marking, 8", Epoxy	LF	230	\$0.95	\$218.50						
19	Pavement Marking, 12", Epoxy	LF	75	\$7.50	\$562.50						
20	Pavement Marking, Arrow, Epoxy, Type 1	EA	2	\$175.00	\$350.00						
21	Pavement Marking, Arrow, Epoxy, Type 2	EA	4	\$225.00	\$900.00						
				<b>Subtotal</b>	<b>\$57,984.25</b>					<b>Subtotal</b>	<b>Subtotal</b>
Section 2 - Signals:											
22	Traffic Signals	LS	1	\$301,692.00	\$301,692.00						
				<b>Subtotal</b>	<b>\$301,692.00</b>					<b>Subtotal</b>	<b>Subtotal</b>
Section 3 - Emergency Vehicle Pre-Emption System:											
23	Emergency Vehicle Preemption System	LS	1	\$46,644.00	\$46,644.00						
				<b>Subtotal</b>	<b>\$46,644.00</b>					<b>Subtotal</b>	<b>Subtotal</b>
				<b>TOTAL - (BASE BID) - SECTIONS 1 thru 3; ITEMS 1 thru 23, INCLUSIVE...</b>	<b>\$406,320.25</b>					<b>Total</b>	<b>Total</b>



# Schedule of Supplemental Unit Prices

Project Name: Main Street Traffic Signal Improvements  
 Owner: City of Lake Geneva  
 Walworth County, Wisconsin

Bid Date: March 22, 2012  
 Time: 10:00 a.m.  
 Project No. R11-0014-105

CONTRACTOR		Outdoor Lighting Const. Co. Inc 8628 W. Calumet Road Milwaukee, WI 53224	Price	Price
No.	Item	Unit	Price	Price
<b>Road Construction:</b>				
1	Excavated material backfill, ordered to replace granular backfill, deduct.	CY	\$20.00	
2	Granular backfill, to support underground structures.	CY	\$35.00	
3	Granular backfill for excavation below subgrade when suitable material is not available.	CY	\$35.00	
4	Sod.	SY	\$16.00	
5	Adjust valve boxes to grade.	EA	\$175.00	
6	Adjust manhole frames to grade.	EA	\$475.00	
7	Brick pavers, match existing, to replace damaged salvaged pavers.	SF	\$35.00	