City of Lake Geneva
626 Geneva Street
Lake Geneva, WI 53147
(262) 248-3673
www.cityoflakegeneva.com

FINANCE, LICENSE & REGULATION COMMITTEE

TUESDAY, JANUARY 16, 2018 – 6:00 PM

CITY HALL, MEETING ROOM 2A

Committee Members: Chairperson Bob Kordus, John Halverson, Rich Hedlund, Ken Howell, and Doug Skates

AMENDED AGENDA

1. Call to Order by Alderman Kordus

Added item 7.

2. Roll Call

3. 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

4. Approve the Regular Finance, License and Regulation Committee Meeting minutes of January 2, 2018, as prepared and distributed

5. Licenses & Permits

a. Original 2017-2018 Operator's (Bartender) License application filed by Brian Dahme

b. Discussion/Recommendation regarding Temporary Class "B"/"Class B" Retailer's License application for The Lake Geneva Symphony Orchestra, Inc. for the event of the 2018 Lake Geneva Symphony Orchestra Gala to take place on Saturday, February 10, 2018 at The Riviera

c. Discussion/Recommendation regarding Temporary Class "B"/"Class B" Retailer's License application for the Lake Geneva Jaycees for the event of the Venetian Festival to take place August 14, 2018 through August 20, 2018

d. Discussion/Recommendation regarding Fireworks Application for the Lake Geneva Jaycees for the event of the Venetian Festival to take place on August 19, 2018

e. Discussion/Recommendation regarding Temporary Operator License for Gertie Cuccia for the event of the 2018 Winterfest

f. Discussion/Recommendation regarding Temporary Operator License for Jennifer Hansen for the event of the 2018 Lake Geneva Symphony Orchestra Gala

g. Discussion/Recommendation regarding Temporary Operator License for Matthew Sobacki for the event of the 2018 Lake Geneva Symphony Orchestra Gala

h. Street Banner Display Permit for The Geneva Lakes Art Foundation for Art in the Park – Four banners to be displayed starting July 27, 2018 through August 13, 2018 (*Approved by City Administrator for informational purposes only*)

i. Discussion/Recommendation regarding Taxi Driver License application for Cynthia Hansen *(Approved by police chief; Informational purposes only*

j. Discussion/Recommendation regarding Taxi Company License for Cruzin Transportation

6. **Discussion/Action on the Lake Geneva Utilities Commission reserving the Riviera for the Wisconsin Rural Water Association education continuation session to take place on February 15, 2018 with waiver of all fees**

7. **Discussion/Recommendation regarding amending Section 50-41 of the Municipal Code regarding Tobacco products**

8. **Recommendations from Public Works-** *Pending January 16, 2018 Public Works Meeting*

   a. Discussion/Recommendation on approval of Kapur Task Order #13 for $66,684.00 for Engineering Services for 2018 Street Improvement Program

   b. Discussion/Recommendation on updating the Storm Water ordinance section 78-247 to meet current minimum standards as recommended by Kapur& Associates, Inc

   c. Discussion/Recommendation on July 12, 2017 unreimbursed storm expenses

9. **Presentation of Accounts**
   a. Purchase Orders (none)
   b. Prepaid Bills in the amount of $142,047.57
   c. Regular Bills in the amount of $141,622.89

10. **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.

Posted 1/12/2018 12:00 pm cc: Committee Members, Mayor, Council, Administrator, Attorney

FINANCE, LICENSE & REGULATION COMMITTEE
TUESDAY, JANUARY 2, 2018 – 6:00 PM
CITY HALL, MEETING ROOM 2A

The January 2, 2018 meeting of the Finance, License, and Regulation Committee was called to order at 6:00 pm by Chairperson Kordus.

Clerk Kropf called the roll and noted that Kordus, Hedlund, Howell, Halverson, and Skates were present. Also present were: City Administrator Oborn, City Clerk Kropf, Mayor Kupsik, Finance Director Hall, Alderperson Straube, and Alderperson Flower.

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.
Mary Jo Fesenmaier; 1085 W Lakeshore Dr, Lake Geneva; Spoke in opposition of the purchase of a SmartBoard for City Hall Room 2A. She felt that the money quoted to be spent could be done in a more advantageous way.

Approve the Regular Finance, License and Regulation Committee Meeting minutes of December 19, 2017, as prepared and distributed
Motion by Skates to approve the minutes from December 19, 2017, second by Halverson. Motion carried 5-0.

Licenses & Permits

Original 2017-2018 Operator's (Bartender) License application filed by Ashley Principato, Cole Conrad, and Laila Schiavo *(pending Police Chief approval)*
Clerk Kropf stated that the operator license for Laila Schiavo had been approved by the Chief of Police that day and would also recommend approval.
Motion by Skates to approve all original 2017-2018 Operator licenses as presented, second by Halverson. Motion carried 5-0.

Discussion/Recommendation regarding amended Event Permit Application for VISIT Lake Geneva for the 23rd Annual Winterfest & US National Snow Sculpting Competition; Amending dates of Street Closure of Wrigley Drive to include January 29, 2018 and January 30, 2018.
Clerk Kropf noted that this change was only to close Wrigley Drive two days sooner and was a recommendation from the Streets Department.
Motion by Hedlund to approve, second by Halverson.

Discussion/Action/Recommendation on Employee Health Benefits costs and programs including *(Pending January 2, 2018 Personnel Committee meeting)*:

-Claims Paid 6 Month Rolling Average
-Aurora Clinic
-Pricing Fully Insured plans including direct plans and the State Health Plan
Motion by Hedlund to keep the Aurora Clinic open for employees through January 1, 2019, per Council action, and that the City remain self –insured until December 31, 2018 with the possible movement into the State Health Plan effective January 1, 2019, second by Howell.
Committee discussion concluded that there were not any changes proposed and this would not need to go to Council for action. Motion carried 5-0.

Discussion/Recommendation for 2017 General Fund Budget Amendment for Contingency, Host Tower temporary relocate, Police Department retirement payout, and Emergency Management salary savings
City Administrator Oborn outlined the amendments to be made to the General Fund for the various purchases. He noted that these changes were being made to the 2017 Contingency budget.
Motion by Hedlund to approve, second by Skates. Motion carried 5-0.

Discussion/Recommendation on Smart Screen for City Hall Room 2A with the amount not to exceed $6,000 from 2018 Capital Projects Budget

City Administrator Oborn explained that he had been tasked to find an appropriate projection system for the City Hall 2A room. Skates expressed that he didn't feel that a SmartBoard would be the best option for that room and that the City could find a more suitable option at a potential lower cost. He suggested that the City consult with Dan Schmidt from the School District as he is the IT Director and could offer more viable options. The committee directed City Administrator Oborn to find additional options and to refer back to the committee. No action was taken.

Discussion/Recommendation on the Wil-Surge Electric Inc. TIF Escrow Draw Request No. 2 in the amount of $43,810.00 for the Main Street Widening Project - Lighting Contract *(Continued from December 19, 2017 FLR meeting)*

Motion by Hedlund to approve, second by Halverson. No discussion. Motion carried 5-0.

Presentation of Accounts

Purchase Orders (none)

No action was taken.

Prepaid Bills in the amount of $13,234.00

Motion by Hedlund to approve, second by Skates. Motion carried 5-0.

Regular Bills in the amount of $285,536.56

Motion by Hedlund to approve, second by Skates. Motion carried 5-0.

Motion to go into Closed Session pursuant to Wis. Stat. 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session with regard to Accurate Appraisal, LLC Assessor Agreement

Motion by Kordus to convene the committee into closed session, second by Hedlund. Also present in closed session: City Administrator Oborn, Clerk Kropf, Finance Director Hall, Mayor Kupsik, and Alderperson Flower. Motion carried on a roll call voted 5-0. The committee convened into closed session at 6:32 p.m.

Motion to return to open session pursuant to Wisconsin Statues 19.85 (2) and take action on any items discussed in closed session

Motion by Hedlund to reconvene the committee into open session, second by Halverson. Motion carried on a roll call vote 5-0. The committee reconvened in open session at 6:42 p.m.

Motion by Hedlund to direct staff to proceed with the recommendations made in closed session, second by Skates. Motion carried 5-0.

Adjournment

Motion by Hedlund to adjourn the January 2, 2018 meeting of the Finance, License, and Regulation Committee, second by Skates. Motion carried 5-0. The meeting adjourned at 6:43 p.m.

MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE FINANCE, LICENSE, AND REGULATION COMMITTEE.

City Clerk's Office
626 Geneva Street
Lake Geneva, WI 53147
(262) 248-3673
www.cityoflakegeneva.com

5.a.

CITY OF LAKE GENEVA
OPERATOR (BARTENDER) LICENSE

Please Check:

☐ Original Application

☐ Renew Current License

$50.00 License Fee

Annual License Expires June 30th each year

Please fill in all blanks completely, as incomplete applications will be rejected.

APPLICANT INFORMATION

Name: Dahme Brian Lee
Last First Middle

Maiden Name: _____ Date of Birth: _____

Address (Physical): _____

Mailing Address (if different): _____

City, State, Zip: _____

Phone: _____

Email: _____

Drivers License #: _____

BUSINESS WHERE LICENSEE WILL BE EMPLOYED

Business Name: Lake Geneva Lanes (Sandal Inc)

Address: _____

PLEASE ANSWER THE FOLLOWING QUESTIONS COMPLETELY

1. Is this an Original License or a Renewal License for the City of Lake Geneva?

   ORIGINAL RENEWAL

   If this is an Original License, you must attach your certificate of completion of the Responsible Beverage Servers Course.

2. Have you ever had an Operator (Bartender) License? YES NO

   If Yes, please state where: Delavan WI

3. Have you ever been convicted of a violation of any law or ordinance pertaining to the sale of beer or intoxicating liquors in Wisconsin or in any other state?

YES NO

If Yes, please provide charge, date and disposition: _____

_____

4. Have you ever been convicted of a felony in Wisconsin or in any other state?

YES NO

If Yes, please provide charge, date and disposition: _____

_____

I hereby agree to display and/or surrender my operator's license to any police officer or any official of the City of Lake Geneva or the State of Wisconsin for verification while I am working and further agree to abide by the State Statutes and local ordinances governing the sale of beer and intoxicating liquors. I hereby acknowledge being given and having read a copy of Wis. Stat. 125.32 (2) and (3). Under penalty of law, I swear that the information provided in this application is true and correct to the best of my knowledge and belief.

APPLICANT SIGNATURE _____ DATE: 01/02/18

For Office Use Only

Date Filed: 1/02/18
Receipt No: C180102-1
Total Amount: _____

Verified: Stark ☑ MSI ☑

Forwarded to Police Chief: 1/02/18
Background Completed: 1-3-18
Recommendation: _____ Approved Denied

FLR Approval: _____
Council Approval: _____

License Issued On: _____
License Number: _____

MAIL TO: Individual
Establishment

WISCONSIN
SELLER / SERVER CERTIFICATION

Trainee Name: Brian Dahme

School Name: 360training.com, Inc.

Date of Completion: 01/01/2018

Certification #: WI-72108

I, _____

Certify that the above named person successfully completed an approved Learn2Serve Seller/Server course.

COMPLIES WITH WISCONSIN STATUTES 125.04, 125.17,134.66

learn2 serve

Corporate Headquarters
6801 N Capital of Texas Hwy, Suite 150
Austin, TX 78731
P: 877.881.2235

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE $ 10.00 Application Date: 1/5/18

☐ Town ☐ Village ☒ City of Lake Geneva County of Walworth

The named organization applies for: *(check appropriate box(es).)*

☑ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

☑ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning 6:30 and ending 10:30 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization *(check appropriate box)* → ☑ Bona fide Club ☐ Church ☐ Lodge/Society ☐ Chamber of Commerce or similar Civic or Trade Organization ☐ Veteran's Organization ☐ Fair Association

(a) Name The Lake Geneva Symphony Orchestra, Inc.

(b) Address P.O. Box 92 Lake Geneva, WI 53147
(Street) ☐ Town ☐ Village ☐ City

(c) Date organized 2008

(d) If corporation, give date of incorporation 2015

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☒

(f) Names and addresses of all officers:
President Robert Keefe
Vice President Mike Frazier
Secretary Brandy Crawford
Treasurer Richard Schwinn

(g) Name and address of manager or person in charge of affair:
Sue Childress

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 812 Wrigley Lake Geneva, WI 53115

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? Riviera Ballroom - 2nd floor

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover:

3. Name of Event

(a) List name of the event 2018 LGSO Gala: Set the Stage

(b) Dates of event Saturday, February 10, 2018

DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

(Name of Organization)

Officer [signature] 1/4/18 (Signature/date)

Officer [signature] 1/4/18 (Signature/date)

Officer [signature] 1/4/18 (Signature/date)

Officer [signature] 1/4/18 (Signature/date)

Date Filed with Clerk Jan 5, 2018

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

AT-315 (R. 11-15) Wisconsin Department of Revenue

Receipt # C180105-1

SUPPLEMENTAL APPLICATION FORM
TEMPORARY CLASS "B" / "CLASS B" RETAILER'S LICENSE
CITY OF LAKE GENEVA

This form needs to be submitted as an attachment to the Application for Temporary Class "B" / "Class B" Retailer's License Form (Form AT-315) and returned to the City Clerk.

Applicant Organization: The Lake Geneva Symphony Orchestra, Inc.

Name of Event: LGSO 2018 Gala: Set the Stage

Date of Event: Saturday, February 10, 2018

Time of Event: 6:30 p.m. (Beginning) 10:30 p.m. (Ending)

Event Contact Person: Sue Childress

Contact Phone: [redacted]

Contact Email: [redacted]

Will a Licensed Operator be serving or supervising the service of alcohol?
***This <u>includes</u> Temporary Operator's who <u>have</u> completed the Responsible Beverage Servers class.**

MSI ✓ STACKELL

☒ Yes ☐ No

PLEASE FILL ALL BLANKS COMPLETELY.
THIS INFORMATION IS NEEDED TO COMPLETELY PROCESS YOUR TEMPORARY RETAILER'S LICENSE APPLICATION.

For Office Use Only

Date Filed: Jan 5, 2018 Receipt No: C180105-1

Total Amount: $10

Forwarded to Police Chief: 1/10/18

Recommendation: [signature] Approved Denied

Verification that not more than 2 temporary wine licenses have been issued to this applicant within the last 12 months: _____

FLR Approval: 1/16/18 License Issued: _____

Council Approval: 1/22/18 License Number: _____

License Expires: 2/10/18

MAILTO: Organization

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE $ 10.00 Application Date: 12-27-17

☐ Town ☐ Village ☒ City of Lake Geneva County of Walworth

The named organization applies for: *(check appropriate box(es).)*

☒ A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.

☐ A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning _____ and ending _____ and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization *(check appropriate box)* → ☒ Bona fide Club ☐ Church ☐ Lodge/Society ☐ Chamber of Commerce or similar Civic or Trade Organization ☐ Veteran's Organization ☐ Fair Association

(a) Name Lake Geneva Jaycees

(b) Address [illegible] ☐ Town ☐ Village ☒ City

(c) Date organized _____

(d) If corporation, give date of incorporation _____

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box: ☒

(f) Names and addresses of all officers:

President Bryan Iwicki [illegible]

Vice President Chris Zegarra [illegible]

Secretary Mike Hayes [illegible]

Treasurer Joe Chambers [illegible]

(g) Name and address of manager or person in charge of affair: [illegible] Stelzer

Lake Geneva, WI 53147

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number 100 Block of Center St

(b) Lot Flat Iron Parking Lot Block _____

(c) Do premises occupy all or part of building? _____

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: Fenced in Beer Garden

3. Name of Event

(a) List name of the event Venetian Festival

(b) Dates of event August 14-20, 2018

DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

Lake Geneva Jaycees
(Name of Organization)

Officer [signature] 12-27-17
(Signature/date)

Officer _____
(Signature/date)

Officer _____
(Signature/date)

Officer _____
(Signature/date)

Date Filed with Clerk 12/27/17

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____

AT-315 (R. 11-15)

Wisconsin Department of Revenue

Receipt # _____

C-171227

SUPPLEMENTAL APPLICATION FORM
TEMPORARY CLASS "B" / "CLASS B" RETAILER'S LICENSE
CITY OF LAKE GENEVA

This form needs to be submitted as an attachment to the Application for Temporary Class "B" / "Class B" Retailer's License Form (Form AT-315) and returned to the City Clerk.

Applicant Organization: Lake Geneva Jaycees

Name of Event: Venetian Festival

Date of Event: August 14-20, 2018

Time of Event: August 14, 6am (Beginning) August 20, 11:59pm (Ending)

Event Contact Person: Ryan Stelzer

Contact Phone: [illegible]

Contact Email: [illegible]

Will a Licensed Operator be serving or supervising the service of alcohol?
***This <u>includes</u> Temporary Operator's who <u>have</u> completed the Responsible Beverage Servers class.**

☒ Yes ☐ No

PLEASE FILL ALL BLANKS COMPLETELY.
THIS INFORMATION IS NEEDED TO COMPLETELY PROCESS YOUR TEMPORARY RETAILER'S LICENSE APPLICATION.

For Office Use Only

Date Filed: 12/27/17 Receipt No: C171227

Total Amount: $10.00

Forwarded to Police Chief: [illegible]/18

Recommendation: [illegible] Approved Denied

Verification that not more than 2 temporary wine licenses have been issued to this applicant within the last 12 months: _____

FLR Approval: _____ License Issued: _____

Council Approval: _____ License Number: _____

License Expires: _____

MAILTO: Organization

City Clerk's Office
626 Geneva Street
Lake Geneva, WI 53147
(262) 248-3673
www.cityoflakegeneva.com

CITY OF LAKE GENEVA

FIREWORKS APPLICATION

$50.00 Fee

Application to possess and use class B(1.3), C(1.4) fireworks in accordance and compliance with Local, State, and NFPA Codes and Requirements

Applicant: Ryan Stelzer Phone: [illegible]

Group / Agency sponsoring fireworks display (*An individual cannot be issued a permit*): Lake Geneva Jaycees

Address of group/agency sponsoring fireworks display (NO P.O. Box): [illegible] Geneva [illegible]
Street Address City State Zip

Name of Fireworks Company performing display: J+M Displays

Address of Firework Company performing display (NO P.O. Box): 18064 170th Ave Yarmouth IA 52660
Street Address City State Zip

Date/Time of authorized possession and use: 8-19-18 at dark

SPECIFIC LOCAL REQUIREMENTS

1. Application fee - $50 per event
2. An itemized list of (label name) and quantity of class B(1.3), C(1.4) fireworks attached with application
3. Proof of liability coverage (copy of policy attached with application)
4. Fireworks must be displayed not less than required by NFPA Standards and must be away from spectators, vehicles and other exposures with a minimum of 300 feet for 1.3 G shows
5. All displays will be aimed away from spectators
6. A test shot will be fired into the air at least 1 hour before scheduled display
7. Fireworks that have been wet at any time prior to the display will NOT be used

NOTE: Permit required Class C fireworks cannot be sold to minors or persons restricted from possession of dangerous weapons due to a criminal conviction record. Certain types of class B or C fireworks shoot multiple projectiles at speeds of 1300 feet per second.

RELEASE OF LIABILITY

I, Lake Geneva Jaycees, am aware of the dangers of fireworks and
(Please Print Name)
am willing to assume full responsibility for any personal or property damage due to the display of fireworks. The applicant/group/agency agrees to indemnify and hold the City of Lake Geneva harmless from any claims or liability, including attorney fees and other defense costs, which may arise from the use, storage, transportation or possession of fireworks.

DATE: 12-27-17

APPLICANT SIGNATURE

For Office Use Only

Amount Paid and Receipt Number $ 50.00 Date Received 12/27/17

Check Number 3881 C171227 GLLEA Approval *(if applicable)*

Police Chief Approval Fire Chief Approval

Entered into RMS Fire Engine Standby Required ☐ Yes ☐ No

Date Sent to Council Permit Issued by

Mayor Signature Date Issued

Updated Jan 2016

CITY OF LAKE GENEVA
TEMPORARY OPERATOR LICENSE

PLEASE FILL IN ALL BLANKS COMPLETELY, AS INCOMPLETE APPLICATIONS WILL BE REJECTED. ***FEE OF $10.00 IS PAYABLE TO CITY OF LAKE GENEVA AND DUE UPON APPLICATION.***

NOTE: This license shall be issued to persons under the terms of Wisconsin State Statutes 125.17 (4). License shall be issued only to operators employed by or donating their services to non-profit corporations. A maximum of two temporary operator licenses will be issued to any individual per year. This license shall be valid only for the period of time specified on the license, which time period shall not exceed fourteen (14) days.

APPLICANT INFORMATION

Name: Caccia (Last) Gerretje (First) V (Middle)

Maiden Name: Eylander Date of Birth: [illegible]

Address (Physical): [illegible] ane

Mailing Address (if different): [illegible]

City, State, Zip: Le [illegible]

Phone: [illegible] Drivers License #: [illegible] 7

Email: [illegible]

Is your Certificate of Completion of a Beverage Server Training Course Attached? YES NO

If No, will a Licensed Operator be serving or supervising the service of alcohol? YES NO

ORGANIZATION WHERE SERVICES OF LICENSEE WILL BE EMPLOYED

Organization Name: VISIT Lake Geneva - Lake Geneva Chamber of Commerce

Address: [illegible]

Name of Event where licensee will work: Winterfest

Date of Event: 2/1/2018

APPLICANT SIGNATURE

Gerretje V. Caccia DATE: 12-21-17

APPROVED BEVERAGE SERVER TRAINING COURSES

Serverlicense.com	Learn2serve.com	Wisconsin Technical Colleges
Servingalcohol.com	$8 Server Training	ServSafe Alcohol (WRAEF/NRAEF)
TIPS	CARE	TEAM

For Office Use Only

Date Filed: 12-21-17 Receipt No: C180103-5

Total Amount: $10.00

Forwarded to Police Chief: 12-21-17

Background Completed: 1-31-18 / BB

Recommendation: [signature] Approved Denied

Verification that no more than 2 temporary licenses have been issued to this applicant in the current year: ok

FLR Approval: _____ License Issued: _____

Council Approval: _____ License Number: _____

License Expires: _____

MAILTO: Individual, Organization

Serving Alcohol Incorporated

is proud to present this certificate to

Gertie Cuccia

for successful completion of the online course

Wisconsin Alcohol Seller-Server

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 TO MANAGEMENT
* RESPOND IMMEDIATELY TO ANY POSSIBLE PROBLEM SITUATION
* DETERMINE THE PEOPLE ENTERING THE PREMISES TO CONSUME ALCOHOL ARE OF LEGAL ALCOHOL DRINKING AGE AND RECARD THEM IF THERE IS ANY QUESTION ABOUT THEIR AGE
* ENSURE A PERSON MATCHES THEIR VALID LEGAL IDENTIFICATION

APPROVED BY THE STATE OF WISCONSIN

STATE STATUTES: 125.04. 125.17, 134.67, 134.88

Verify online at servingalcohol.com

Verification Code

owDnHtSwIU

Date Issued

Dec 28th, 2017

VALID FOR 2 YEARS

Learn more about this wallet card at http://servingalcohol.com/wallet-card

Wisconsin Bartender License

Name: Gertie Cuccia

Certification Date: Dec 28th, 2017

Certificate Code: owDnHtSwIU

Verify Online: servingalcohol.com

WI SS: 125.04, 125.17, 134.67, 134.88

SERVING ALCOHOL INC

VALID FOR 2 YEARS

CITY OF LAKE GENEVA
TEMPORARY OPERATOR LICENSE

PLEASE FILL IN ALL BLANKS COMPLETELY, AS INCOMPLETE APPLICATIONS WILL BE REJECTED. ***FEE OF $10.00 IS PAYABLE TO CITY OF LAKE GENEVA AND DUE UPON APPLICATION.***

NOTE: This license shall be issued to persons under the terms of Wisconsin State Statutes 125.17 (4). License shall be issued only to operators employed by or donating their services to non-profit corporations. A maximum of two temporary operator licenses will be issued to any individual per year. This license shall be valid only for the period of time specified on the license, which time period shall not exceed fourteen (14) days.

APPLICANT INFORMATION

Name: Hansen (Last) Jennifer (First) Lynn (Middle)

Maiden Name: n/a Date of Birth: [illegible]

Address (Physical): [illegible]

Mailing Address (if different): n/a

City, State, Zip: [illegible]

Cell Phone: [illegible] Drivers License #: [illegible]

Email: [illegible]

Is your Certificate of Completion of a Beverage Server Training Course Attached? (YES) NO

If No, will a Licensed Operator be serving or supervising the service of alcohol? YES NO

ORGANIZATION WHERE SERVICES OF LICENSEE WILL BE EMPLOYED

Organization Name: The Lake Geneva Symphony Orchestra

Address: P.O. Box 92, Lake Geneva, WI 53147

Name of Event where licensee will work: Riviera Ballroom → LGSO Gala Fundraiser

Date of Event: February 10, 2018

APPLICANT SIGNATURE

DATE: 1/3/18

APPROVED BEVERAGE SERVER TRAINING COURSES

Serverlicense.com	Learn2serve.com	Wisconsin Technical Colleges
Servingalcohol.com	$8 Server Training	ServSafe Alcohol (WRAEF/NRAEF)
TIPS	CARE	TEAM

For Office Use Only

Date Filed: Jan 5, 2018 Receipt No: C180105-1

Total Amount: $10

Forwarded to Police Chief: 1/5/18

Background Completed: 1-9-18 gJ

Recommendation: [illegible] Approved Denied

Verification that no other temporary licenses have been issued to this applicant in the current year: _____

FLR Approval: 1/16/18 License Issued: _____

Council Approval: 1/22/18 License Number: _____

License Expires: 2/10/18

MAILTO: Individual, Organization

MSI ✓
STREE ✓

Serving Alcohol Operator License

License Code

bj5tBQlbAm

Verify online at servingalcohol.com

Serving Alcohol Inc.

Jennifer Hansen

has successfully completed the course

Wisconsin Alcohol Seller-Server

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 PROBLEM SITUATIONS
* DETERMINE THAT PEOPLE ENTERING THE PREMISES TO CONSUME ALCOHOL ARE OF LEGAL ALCOHOL DRINKING AGE AND RECARD THEM IF THERE IS ANY QUESTION AS TO THEIR AGE
* ENSURE A PERSON MATCHES THEIR VALID LEGAL IDENTIFICATION

Certification Date

Dec 18th, 2016

CERTIFICATE IS VALID FOR THREE YEARS

Wisconsin Bartender License

Name: Jennifer Hansen

Certification Date: Dec 18th, 2016

Certificate Code: bj5tBQlbAm

Verify Online: servingalcohol.com

Complies with: SS-125.04 SS-134.66

Serving Alcohol Inc - Valid for 3 years

CITY OF LAKE GENEVA
TEMPORARY OPERATOR LICENSE

PLEASE FILL IN ALL BLANKS COMPLETELY, AS INCOMPLETE APPLICATIONS WILL BE REJECTED. FEE OF $10.00 IS PAYABLE TO CITY OF LAKE GENEVA AND DUE UPON APPLICATION.

NOTE: This license shall be issued to persons under the terms of Wisconsin State Statutes 125.17 (4). License shall be issued only to operators employed by or donating their services to non-profit corporations. A maximum of two temporary operator licenses will be issued to any individual per year. This license shall be valid only for the period of time specified on the license, which time period shall not exceed fourteen (14) days.

APPLICANT INFORMATION

Name: Sobacki (Last) Matthew (First) R (Middle)

Maiden Name: _____ Date of Birth: [illegible]

Address (Physical): [illegible]

Mailing Address (if different): _____

City, State, Zip: [illegible]

Phone: [illegible] Drivers License #: [illegible]

Email: [illegible]

Is your Certificate of Completion of a Beverage Server Training Course Attached? (YES) NO

If No, will a Licensed Operator be serving or supervising the service of alcohol? YES NO

ORGANIZATION WHERE SERVICES OF LICENSEE WILL BE EMPLOYED

Organization Name: The Lake Geneva Symphony Orchestra

Address: PO Box 92, Lake Geneva WI 53147

Name of Event where licensee will work: Riviera Ballroom 20-50 Gala Fundraiser

Date of Event: 2-10-18

APPLICANT SIGNATURE

[signature] DATE: 1-3-18

APPROVED BEVERAGE SERVER TRAINING COURSES

Serverlicense.com	Learn2serve.com	Wisconsin Technical Colleges
Servingalcohol.com	$8 Server Training	ServSafe Alcohol (WRAEF/NRAEF)
TIPS	CARE	TEAM

For Office Use Only

Date Filed: Jan 5, 2018 Receipt No: CJ 8D105-1

Total Amount: $10

Forwarded to Police Chief: 1/5/18

Background Completed: 1-9-18

Recommendation: _____ Approved Denied

Verification that no other temporary licenses have been issued to this applicant in the current year: _____

FLR Approval: 1/16/18 License Issued: _____

Council Approval: 1/22/18 License Number: _____

License Expires: 2/10/18

MAILTO: Individual, Organization

MSI ✓
STATELW ✓

Serving Alcohol Operator License

License Code

SE07yWHNWg

Verify online at servingalcohol.com

Serving Alcohol Inc.

Matt Sobacki

has successfully completed the course

Wisconsin Alcohol Seller-Server

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 PROBLEM SITUATIONS
* DETERMINE THAT PEOPLE ENTERING THE PREMISES TO CONSUME ALCOHOL ARE OF LEGAL ALCOHOL DRINKING AGE AND RECARD THEM IF THERE IS ANY QUESTION AS TO THEIR AGE
* ENSURE A PERSON MATCHES THEIR VALID LEGAL IDENTIFICATION

Certification Date

Jan 8th, 2017

CERTIFICATE IS VALID FOR THREE YEARS

Wisconsin Bartender License

Name: Matt Sobacki

Certification Date: Jan 8th, 2017

Certificate Code: SE07yWHNWg

Verify Online: servingalcohol.com

Complies with: SS-125.04 SS-134.66

Serving Alcohol Inc - Valid for 3 years

CITY OF LAKE GENEVA
STREET BANNER DISPLAY APPLICATION

PLEASE FILL IN ALL BLANKS COMPLETELY.
A FEE OF $1.00 PER BANNER PER DAY SHALL BE PAID, IN ADVANCE, FOR THE HANGING AND REMOVAL OF BANNERS BY CITY PERSONNEL.

BANNER INFORMATION

Contact Name: Bart Ziegler

Contact Phone: [illegible]

Organization Name: Geneva Lakes Art Foundation

Mailing Address: [illegible]

City, State, Zip: [illegible] WI 53147

Phone. _____ Fax: _____

Number of Banners to be displayed: 4

Dates for Banners to be displayed: July 27th 2018-August 13 2018

Preferred Location (if available): Downtown

Special Notes or Requests: _____

Are the Banners to be displayed new, or have they been previously displayed?

☐ NEW ☒ PREVIOUSLY DISPLAYED

If the Banners to be displayed are new, a sketch must be submitted prior to production. One copy of the Banner should be submitted for approval.

Total Fee: **Number of Banners** 4 **X Number of Days** 18 = $ 72.00
(Total fee is based on $1.00 per banner for each day it is displayed)

THE UNDERSIGNED HEREBY CERTIFIES THAT I HAVE READ AND UNDERSTAND THE CITY OF LAKE GENEVA ORDINANCE REGARDING THE DISPLAY OF BANNERS. THE UNDERSIGNED FURTHER CERTIFIES THAT I HAVE PAID ANY FEES ASSOCIATED WITH THIS DISPLAY TO THE CITY UPON APPLICATION.

Bart Zirk

SIGNATURE OF APPLICANT

DATE: 1/10/~~2008~~ 2018

For Office Use Only

Date Filed with Clerk: January 10, 2018
Receipt Number: C18D110-8
Total Amount: $72-

Forwarded to City Administrator: _____
Recommendation: Approved Denied

City Administrator Signature: _____

If denied, a refund less the $10.00 processing fee will be returned to the applicant.

Copied To: Street Department

City Clerk's Office
626 Geneva Street
Lake Geneva, WI 53147
(262) 248-3673
www.cityoflakegeneva.com

CITY OF LAKE GENEVA
TAXI/TROLLEY DRIVER LICENSE

Please Check:

☒ Original Application

☐ Renewal of Current License

FEE OF $25.00 IS DUE UPON APPLICATION.

Annual License Expires June 30th each year

Please fill in all blanks completely, as incomplete applications will be rejected.

APPLICANT INFORMATION

Name: CYNTHIA HANSEN

Address (Physical): 32[illegible] #

Mailing Address (if different): _____

City, State, Zip: [illegible]

Phone: [illegible] E-Mail: [illegible]

Drivers License #: [illegible]

**Please attach copy of Current Drivers License to application.*

Date of Birth: [illegible] Place of Birth: [illegible]

BUSINESS WHERE LICENSEE WILL BE EMPLOYED

Business Name: CRUZIN Transportation

Address: 32200 45th St #58 Burlington, WI

Phone: 262 948 9302 Fax: _____

PLEASE ANSWER THE FOLLOWING QUESTIONS COMPLETELY

1. Have you, as an adult, ever been convicted of a felony, misdemeanor, or of violating a municipal ordinance or county ordinance in Wisconsin or in any other state, or do you have such a charge pending at this time? YES NO

If Yes, please state charge, year offense committed or alleged, and disposition:

Criminal Damage Kenosha 2015

2. Have you ever had your driver's license suspended or revoked in Wisconsin or in any other state? YES NO

If Yes, please explain: 1980, Didn't pay ticket

3. Have you previously been licensed as a taxi/trolley driver or chauffeur?

YES NO

If Yes, please state when and where: _____

4. Have you received any traffic citations in Wisconsin or in any other state within the past five years, or do you have any such citations pending?

YES NO

If Yes, please state charge, year offense committed or alleged, and disposition:

5. Please list the name and address of all employers for which you have worked and/or businesses you have operated in the past five (5) years: RR Limo ~~Prestige~~, Paradise Dr Burlington, Prestige Limousine Wheatland Rd Burlington, Up Scale Limousine 24025 Carlisle Kansasville, Wi

6. Please list all addresses at which you have lived in the past five (5) years: 32200-45th St #58 Burlington WI 53105 2½ years, 5mm 111 park St Silver Lake WI 53170, 32200-45th #109 Burlington, WI 7 years

APPLICANT SIGNATURE

DATE: 1-2-2018

For Office Use Only

Date Filed: 01/02/18 Forwarded to Police: 01/03/18

Receipt No: C180102-4 Background Completed: 1-4-18 gf

Total Amount: $25.00 + $50.00 = $75.00 Fingerprinted: _____

Verified: Stark ☒ MSI ☒ Notes: _____

Recommendation: _____ Approved Denied

License Issued: _____ License Number: _____

No. 2017-001 **$**50.00

TAXICAB LICENSE

State of Wisconsin
City of Burlington } ss.
Racine and Walworth Counties

Whereas, **Cynthia Hansen dba Cruzin Transportation**

has paid the sum of **Fifty Dollars ($50.00) Dollars** to the Treasurer of the City of Burlington, as required by the resolutions and ordinances of the said Municipality and has complied with all the requirements necessary for obtaining this License.

Now Therefore, By Order of the Common Council and by virtue hereof, the said **Cynthia Hansen** is hereby licensed and authorized to conduct business per Ordinance No. 341 and all ordinances amendatory thereto and supplementary thereof, and hereby agrees to comply with all laws, resolutions, ordinances and regulations affecting the operation of a taxicab as **Cruzin Transportation** with vehicle described as **2005 Scion XB Sport VIN JTLKT324205201301, License Plate Number AAY 1667.**

FOR THE PERIOD from: **December 20, 2017 to June 30, 2018**

Given under my hand and the Corporate Seal of the City of Burlington on this 20th Day of December, 2017.

Diahnn C. Halbach, City Clerk
City of Burlington
Racine and Walworth Counties

City Clerk's Office
626 Geneva Street
Lake Geneva, WI 53147
(262) 248-3673
www.cityoflakegeneva.com

CITY OF LAKE GENEVA

TAXI COMPANY LICENSE APPLICATION

Please Check:

☒ Original Application

☐ Renewal of Current License

Fees of $50.00 for first car and $25.00 per each additional car are due upon application

Annual License Expires June 30th each year

Please fill in all blanks completely, as incomplete applications will be rejected.

NOTE: Application <u>must</u> be accompanied by the following documents:

☒ Copy of policy of liability insurance covering all vehicles, insuring the licensee against loss from liability to the amount of $300,000 for the injury or death of one or more persons and in the amount of $100,000 for damage to property of others for any one accident due to negligent operation of vehicle.

☐ Copy of certificate of inspection signed by a reputable automobile mechanic or public garage owner certifying that the vehicle sought to be licensed is mechanically sound and in a thoroughly safe condition for the transportation of passengers and in clean, fit and good appearance.

☒ Taxi/Trolley Driver License Application(s) for any drivers who are not currently licensed with the City of Lake Geneva.

<u>ANY APPLICATION SUBMITTED WITHOUT THE REQUIRED DOCUMENTATION SHALL BE CONSIDERED INCOMPLETE AND REJECTED</u>.

<u>BUSINESS INFORMATION</u>

Business Name: Cruzin Transportation

Bus. Address (Physical): [illegible]

Mailing Address (if different): _____

City, State, Zip: [illegible] WI [illegible]

Bus. Phone: [illegible] Fax: _____

E-Mail: [illegible]

Name of Liability Carrier: State Farm

Policy Number: [illegible]

BUSINESS OWNER/AGENT INFORMATION

Owner/Agent Name: CYNTHIA HANSEN

Owner/Agent Address: _____

City, State, Zip: _____

Phone: _____

PLEASE ANSWER THE FOLLOWING QUESTIONS COMPLETELY

1. Have you been previously licensed to operate a taxicab company? YES NO

   If Yes, please state where: Burlington, WI

2. Have you ever had a license revoked? YES (NO)

   If Yes, please explain: _____

TAXI VEHICLE INFORMATION

Total Number of Vehicles to be operated: 1

Vehicle #1		
Toyota	Scion XB	2005
Make	Model	Year
4	AAY 1667	
Capacity	License Plate No.	
JTLKT324205201301		
VIN	Certificate of Title No.	

Vehicle #2		
Make	Model	Year
Capacity	License Plate No.	
VIN	Certificate of Title No.	

VEHICLE SAFETY INSPECTION

Instructions: The licensee shall provide this form to the garage, dealership or auto repair shop to be completed by the inspector upon completion of the vehicle inspection. The licensee shall submit the completed form to the City Clerk.

CYNTHIA HANSEN
Vehicle Owner/Agent Name

CRUZIN Transportation

Vehicle – Year	Make	Model	Color	Odometer Reading	License Plate Number
2005	SCION	XB	GREY	166392	AAX-1667

Name – Inspecting Company or Agency	Name – Inspector	Telephone Number
Mikes Auto Repair	Josh Brever	

Address	City	State	Zip Code
923 Williams St	Lake Geneva	WI	53147

VEHICLE INSPECTION CHECKLIST

Item	Pass	Repair / Replace	Item	Pass	Repair / Replace
BRAKES	☒	☐	**SAFETY FEATURES**	☒	☐
1. Failure indicator light	☒	☐	17. Turn signals operational	☒	☐
2. System integrity	☒	☐	18. Head lights	☒	☐
3. Pedal reserve	☒	☐	19. Tail lights	☒	☐
4. Disc / drum condition	☒	☐	20. Brake lights	☒	☐
5. Hoses and assembly	☒	☐	21. Horn	☒	☐
SUSPENSION	☒	☐	22. Windows / Windshield (cracks / chips)	☒	☐
6. Shock absorbers / struts	☒	☐	23. Front seat safety belts condition	☒	☐
7. Springs	☒	☐	24. Back seat safety belts condition	☒	☐
8. Shackles	☒	☐	25. Door locks operational	☒	☐
9. Modifications	☒	☐	**WIPERS / WIPER BLADES**	☒	☐
STEERING	☒	☐	26. Wipers operational	☒	☐
10. Lash	☒	☐	27. Blades contact	☒	☐
11. Free turning	☒	☐	28. Blades condition	☒	☐
12. Linkage play	☒	☐	**TIRES – FRONT** Lft / Rt	Lft	Rt
13. Power system	☒	☐	29. Tread depth	☒ ☐	☒ ☐
EXHAUST SYSTEM	☒	☐	30. Matching	☒ ☐	☒ ☐
14. Leaks	☒	☐	31. Condition	☒ ☐	☒ ☐
15. Legal muffler	☒	☐	**TIRES – REAR** Lft / Rt	Lft	Rt
16. Tailpipe	☒	☐	32. Tread depth	☒ ☐	☒ ☐
			33. Matching	☒ ☐	☒ ☐
			34. Condition	☒ ☐	☒ ☐

Brief Comments – Refer to Item Number

SIGNATURE – Inspector	Date – Inspection
Joshua D Brever	1-10-18

Vehicle #3		
Make	Model	Year
Capacity	License Plate No.	
VIN	Certificate of Title No.	

Vehicle #4		
Make	Model	Year
Capacity	License Plate No.	
VIN	Certificate of Title No.	

APPLICANT SIGNATURE

_____ DATE: _____

For Office Use Only

Date Filed: 1-10-18
Receipt No: C180102-4
Total Amount: $50-
Forwarded to Police Chief: 1/10/2018
Forwarded to City Attorney: _____
Verified: Stark [X] MSI [X]
Notes: _____
FLR Approval: _____
Council Approval: _____

Police Chief
Recommendation: _____
Approved Denied

City Attorney Approval of Liability
Insurance: _____

License Date: _____
License Number: _____

COPY

TEMPORARY AUTO IDENTIFICATION CARD

STATE FARM®

This card is invalid if the policy for which it was issued lapses or is terminated.

CAR INSURANCE CARD StateFarm

POLICY NUMBER 216 7601-E07-49
State Farm Mutual Automobile Insurance Company

INSURED HANSEN, CYNTHIA A

EFFECTIVE DATE Nov-07-2017 **EXPIRATION DATE** Jan-06-2018

CAR-YEAR/MAKE/VEHICLE IDENTIFICATION NUMBER
2005 SCION XB 2WD SPORT VAN GAS
JTLKT324205201301

TEMPORARY

COVERAGES
A BODILY INJURY/PROPERTY DAMAGE LIABILITY
C MEDICAL PAYMENTS
H, U, W

NAIC #25178

AGENT Mindy Cooling
STATE FARM INSURANCE
24740 75th St Highway 50
Salem, WI 53168-9704
PHONE# 262-843-4242

STATE FARM®

IF YOU HAVE AN ACCIDENT- NOTIFY POLICE IMMEDIATELY

1. Get names, addresses, and phone numbers of persons involved and witnesses. Also get driver license numbers of persons involved and license plate numbers/states of vehicles.
2. Don't admit fault or discuss the accident with anyone but State Farm or police.
3. Promptly notify your agent, log on to statefarm.com®, or visit State Farm Pocket Agent® to file a claim.

For Emergency Road Service call 1-877-627-5757

HOW TO IDENTIFY YOUR COVERAGES

SEE POLICY FOR FULL NAME AND DEFINITION
(All coverages not available in all states.)

A or AB	Liability (Bodily Injury/Property Damage)	U	Uninsured Motor Vehicle
C, M	Medical Payments	U	Underinsured Motor Vehicle in Washington
D	Comprehensive or Other Than Collision (OTC)	U	Uninsured and Underinsured Motor Vehicle-BI/PD in Alaska
DWG	Comprehensive with Full Glass	U1	Uninsured Motor Vehicle-PD
E	Fire, Theft, Other Specified Perils	U1	Uninsured and Underinsured Motor Vehicle-in Alaska
F,G,or J	Collision	U1	Uninsured Motor Vehicle-BI/PD in Indiana
H	Emergency Road Service		
L	Physical Damage	U1	Underinsured Motor Vehicle-PD in Washington
N	Property Protection (Name varies by state)	U2	Uninsured and Underinsured Motor Vehicle-PD
P, Q	Personal Injury/No Fault (Name varies by state)	UNOC	Use of Nonowned Cars
R	Car Rental	W	Underinsured Motorist
R1, R2	Car Rental and Travel Expense	Y	Limited Property Damage Liability (Michigan)
S	Death, Dismemberment		
T	Disability	Z	Loss of Earnings

Because many states require evidence of insurance on demand, one copy of this form should be carried in the vehicle at all times.

A toll free number is available for Emergency Road Service and is located on your insurance card.

Receipt No. _____

Date _____

Riviera Ballroom Application

Date of Event THURSDAY (Day of week) 2/15/18 (Date & Year) 7AM - 3:30pm (Hours (limited to between 10 am & 1 am))

Name of Group or Individual(s) LAKE GENEVA UTILITY COMMISSION

Person(s) Responsible JOSH GAJEWSKI

Address 361 W. MAIN ST. (Street) LAKE GENEVA (City) WI (State) 53147 (Zip Code)

Phone Number (262) 248-2311 Work Number ( ) SAME

Request Riviera for the following purpose: WRWA OPERATOR TRAINING

Estimated number attending 30-50 (maximum capacity – 380)

Admission to be charged? NO Liquor to be served? NO

*Rental fee is for up to a **maximum** eight (8) hour period and is due four (4) weeks prior to the event. The lease period begins when guests arrive. Any time in excess of eight (8) hours or after 1:00 a.m. will be charged at $400 per hour and deducted from the security deposit. Lessee shall pay in, addition to the rental fee the hourly rate of $20 for all necessary set-up and an hourly rate for security personnel. This will be deducted from the security deposit. Any time needed prior to the arrival of guests is considered set-up time.*

Rental rates (effective 9/1/15)

Lake Geneva Resident **$2,500.00**

For a wedding, this rate applies only to the bride, groom, or parents of the bride or groom who live full-time within the city limits of Lake Geneva.

For other bookings, the Lessee must live full-time within the city limits of Lake Geneva and event must be for immediate family (parent or child) of resident Lessee.

Non-Resident **$3,000.00**

Non- Profit Organizations **$400.00**

Week Day – Monday – Thursday Non Holiday **$500.00**

Please refer to the Riviera policy concerning non-profit organizations, schools, and civic groups for rules concerning this rate.

Cancellations: A cancellation fee of $100 will be charged for all cancellations 180 days or more prior to the reserved date; the entire deposit will be forfeited if notified less than 180 days prior to the reserved date. ***Cancellations*** *must be made in writing.*

I acknowledge that I have received, have read and understand the *Riviera Ballroom Procedures* and agree to the provisions therein.

Signature of Applicant Josh Gajewski Date 12/19/17

(*) Requesting waiver of rental fees.

Physical location of the Riviera Ballroom is 812 Wrigley Drive.

Please mail the Application and $1,000.00 security deposit to:

Riviera Facilities Coordinator
City of Lake Geneva
626 Geneva Street
Lake Geneva, WI 53147

Note:
We accept credit cards with ONLINE applications only.
If paying by check with this application, please make check payable to City of Lake Geneva.

Riviera Ballroom Lease

Lease, made this _____ day of _____, 20_____ between the City of Lake Geneva, a municipal corporation, Lessee, hereinafter referred to as the "City" and LAKE GENEVA UTILITY COMMISSION hereinafter referred to as "Lessee."

Recitals:

1. The City is the sole owner of the described premises and desires to lease the premises to a suitable lessee.
2. Lessee desires to lease the below described premises.
3. The parties desire to enter into a lease agreement defining their rights, duties and liabilities relating to the premises.

1. Lease Premises: The City hereby leases to Lessee the top floor of the Riviera building on Geneva Lake, located at 812 Wrigley Drive in the City of Lake Geneva, also known as the *Riviera Ballroom.*

2. Term and Rental Fee: The City leases the above described premises for a term of up to eight **(8) hours** from:
(time) 7:00 am **(date & year)** 2/15/18
To
(time) 3:00 pm **(date & year)** 2/15/18
$400.00 per hour will be charged for any occupancy exceeding the above specified time. Lessee hereby requests to lease the premises for an additional 0.5 **hours from** 3:00 **to** 3:30 **(indicate time)**. The parties agree and understand that rent for such term shall be the sum of $_____dollars. **Rent shall be due and payable in full by 4:00 p.m. no later than four weeks prior to rental.** Payment shall be made to the City of Lake Geneva.

3. Security Deposit: In addition to the rent set forth above the lessee shall pay a security deposit in the amount of $1000.00. The City and Lessee agree that such security deposit shall be held by the City and may be applied to property damage to the premises, if any, resulting during the term of this lease or otherwise caused by the Lessee, his agents, employees or guests. Nothing in this section shall foreclose the City from, in addition to withholding the security deposit, seeking further action to recover damages or deficiencies from Lessee, his agents, employees or guests for damages to the leased premises.

4. Use: It is understood and agreed that Lessee's use of the premises shall be for the purpose of WRWA operator training. Lessee shall not use nor shall he or she allow the use of the premises, or any part thereof, in any manner which is unlawful, immoral, disreputable, including, but not limited to, the following: gambling, contributing to the delinquency of minors, nude dancing and the use of fireworks.

5. Vendors: The lessee agrees to use caterers, beverage services, and rental companies from the Riviera Preferred Vendors List for their event. A vendor fee of **20%** of the total bill (excluding tax and gratuity) will be charged for vendors **not** on the Preferred Vendor List. Preferred vendors pay a 15% fee. All other services i.e. Florists, DJ's etc. will be up to the Lessee and no fee will be charged.

6. Indemnity: Lessee shall indemnify the City and hold it harmless for all expenses, liability and claims of every kind, including reasonable attorney's fees, by or on behalf of any person or entity or arising out of (1) a failure of Lessee to perform any term or condition of this lease; (2) any injury or damage happening on or about the premises; (3) a failure of Lessee to comply with any law of any governmental authority; (4) any third party agreements or contracts to provide goods or services for the direct or indirect benefit of the Lessee; or (5) any other circumstance or condition not resulting as a result of the negligence or intentional act of the City, its agents and employees.

7. Stolen or Lost Property: Notwithstanding the provisions of Section 5 herein, Lessee agrees to hold the City harmless for any loss, theft or damage of or to personal property. Lessee has the responsibility of inspecting the premises prior to the close of the lease term for personal property which was lost, misplaced or left behind. Any personal property or fixture remaining at the close of the lease term shall be considered abandoned and shall become property of the City.

8. Surrender of Possession: Lessee shall, upon the close of the lease term, or earlier, peaceably and quietly surrender and deliver the premises to the City free of all liens and encumbrances.

9. Assignment: It is understood and agreed that Lessee shall not assign, sub-lease or in any way encumber the premises, nor shall this lease be transferred by operation of law, without prior written consent of the City.

10. Access to the Premises: Lessee shall allow the City, its agents and employees to enter the premises at reasonable times and in a reasonable manner so as not to disrupt Lessee's use of the premises to inspect the premises to determine whether performance is in accord with the lease terms and conditions.

11. Riviera Security Personnel: Lessee shall allow two (2) employees of the City bearing identification tags with the words "Riviera Personnel" to be present and move freely through the premises during the lease term to make certain no terms or conditions of the lease are being violated. Such Riviera personnel shall also ask persons not authorized by Lessee to be present during the Lease term to leave and will call the police if necessary to assist in the control of guests of Lessee. Riviera personnel shall ask the lessee to announce last call and close down the bar one and a half hours and the DJ one hour before the end of the rental time. The Riviera

personnel will assist the Lessee in matters of a custodial or maintenance to ensure a clean and safe environment.

Such personnel shall be bonded at the expense of the City. A third security guard is required for parties larger than 250 guests (maximum capacity is 380).

12. Lessee shall pay, in addition to the rental fee, the hourly rate for necessary set-up and security personnel scheduled for the event. The hourly rate can be obtained from the City Clerk's office. Current rate is $20.00 for set-up and $12.75 after and is deducted from the security deposit.

13. Remedies of the City and Liquidated Damages: In the event of breach of any of the terms and conditions of this lease by Lessee, the City, at its option, may treat this lease as null and void, accept the security deposit as liquidated damages, accept the security deposit as partial payment of damages and sue for any deficiency or invoke any remedy available to it under law or equity.

14. Rules: Lessee hereby acknowledges receipt of the Rules governing the rental of the Riviera. (* See attached checklist). Lessee agrees to abide by and follow each and all of said rules regarding the use of the premises. Lessee further agrees that he or she shall be liable for any and all damages incurred as a result of violation of these rules. Failure to abide by the subject rules will be considered a breach of this lease.

15. The security deposit refund will be paid to and mailed to the Lessee below.

Mark Gajewski

Signature of Lessee

361 Main St - P.O. Box 187

Address

Lake Geneva, WI 53147

City, State, Zip

12/19/17

Date

For the City of Lake Geneva

Date

Chapter 50. Offenses and Miscellaneous Provisions

7.

ARTICLE II. MINORS

DIVISION 1. GENERALLY

Sec. 50-41. Purchase or possession of tobacco products.

(a) Definitions. The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning:

CIGARETTE
Has the meaning given in W.S.A., § 139.30(1m).

LAW ENFORCEMENT OFFICER
Has the meaning given in W.S.A., § 30.50(45).

NICOTINE PRODUCTS
Has the meaning given in W.S.A. § 134.66(1)(f)

TOBACCO PRODUCTS
Has the meaning given in W.S.A., § 139.75(12).

(b) Prohibited. Except as provided in subsection **(c)** of this section, no person under 18 years of age may do any of the following:

(1) Buy or attempt to buy any cigarette, nicotine product, or tobacco product.

(2) Falsely represent his age for the purpose of receiving any cigarette, nicotine product, or tobacco product.

(3) Possess any cigarette, nicotine product, or tobacco product.

(c) Exceptions. A person under 18 years of age may purchase or possess cigarettes, nicotine products, or tobacco products for the sole purpose of resale in the course of employment during his working hours if employed by a retailer licensed under W.S.A., § 134.65(1).

(d) Seizure. A law enforcement officer shall seize any cigarette, nicotine product, or tobacco product involved in any violation of Subsection **(b)** of this section committed in his presence.

TASK ORDER NUMBER #13
CIVIL ENGINEERING SERVICES

This task order is made as of December 28, 2017, under the terms and conditions established in the MASTER AGREEMENT FOR ENGINEERING SERVICES, (the Agreement), between the **City of Lake Geneva (Owner)** and **Kapur & Associates, Inc. (Engineer)**. This Task Order is made for the following purpose:

Provide civil engineering services for the design and specification preparation, bidding and construction management for the City of Lake Geneva 2018 City Streets Program.

This project includes the asphalt resurfacing of:

Streets:	Marianne Terrace (2019 construction) Termini to Pine Tree Ln	
	Wrigley Drive	Broad Street to Cook Street
	Wrigley Drive	Center Street to Broad Street
	Broad Street	W. Main Street to Wrigley Drive
	Sage Street	Water Street to Haskins Street
	Alley Reconstruction	To be determined

This project also includes various asphalt Patching and Curb work of:

Dodge Street (1329-1341)
Clover Street (931-945)
804 LaSalle Street curb and gutter and patch work
Pleasant Street (1316 to Clover)
Park Drive (curb and gutter, concrete apron, inlet adjustment)
Lake Geneva Boulevard (1035-1051)

In addition to the above streets pavement work the proposed task order includes

- Survey and Storm sewer improvements to the intersection of Sage and Spring Street. It is anticipated the design will include running storm sewer east to Crawford.
- Providing new curb and gutter along the south side of Townline Road from Wells Street to 201 Townline Road.
- Survey and Design accessible ramps throughout the various project limits to meet Federal Requirements for handicap accessibility.

Section A. – Scope of Services

Engineer shall perform the following Services:

<u>Plan Preparation Activities</u>

1. Provide topographic survey and mapping, field reviews and plan preparation for the reconstruction of one alley, Marianne terrace, and storm sewer design at the intersection of Sage and Spring Street. Plans to include location and detail of pavement and base removals, new asphaltic paving, and curb and gutter replacement, storm sewer design and accessible ramps replacements.

2. Provide a map exhibit to present the streets to be improved, limits of the resurfacing and type of resurfacing to be completed. Streets as listed above will be provided on the exhibit.

3. Provide utility coordination of all private utilities for all streets including utility location for survey of street improvements requiring grading or utility improvements/repairs.

4. Provide a summary table to present a breakdown of quantities by street segment as information to bidder. Information may include but not limited to the length, width, square yardage of repair, number of manholes, number of inlets, type of asphalt and length of curb replacement (if necessary).

5. Provide details as needed to complete work.

6. Prepare and provide Project Manual including but not limited to Advertisement for Bids, Instruction to Bidders, Bid Form, Bidder's Qualification Statement, Agreement, and General Conditions of Contract, Supplementary Conditions, and Special Provisions.

7. Prepare for and attend the bid opening

8. Review Bids, make recommendation for award, and coordinate notice of award, agreement, and notice to proceed documentation.

9. Attend meetings as required and provide update memos to the Department of Public Works.

<u>Construction Management Activities</u>

10. Provide administrative services to manage client coordination/invoicing, project schedules, contract change order documentation, establish project logs, formatting monthly contract quantity estimating and contractor invoicing and contract closeout documentation for base bid projects.

11. Provide construction survey staking for necessary items within the construction contract. This survey provides for a "one time" staking for a

particular item. If the contractor damages any stakes, they shall be responsible for the cost to replace those damaged stakes.

12. Coordinate and complete necessary material testing services for work completed. Concrete testing is completed by a subconsultant. Samples will be sent to the lab and costs passed through at no mark up. An estimate for concrete testing has been provided.

13. Process payment requests from the contractor for their work and prepare recommendation for payment for City approval. Complete final close out documentation and acceptance of improvements memorandum. **(This task is completed on a monthly basis and is completed for all work approved for the prior month.)**

14. The Engineer will be responsible for notifying, scheduling, conducting, documenting, and distributing minutes of the preconstruction conference.

15. Prepare and provide project update memorandum and provide copies of the daily journal entries to City staff upon request.

16. Attend meetings as needed and coordinate with adjacent property owners and business as needed.

17. Upon project completion, all utility data and as-built information will be transferred to the City GIS system for permanent records.

18. It is anticipated the construction work under this amendment- will begin on or after April 2, 2018 and be completed by July 31, 2018. This schedule has been provided for estimating purposes only. Engineer and staking construction services are estimated on the engineering and survey staff being on site as needed and completing project paperwork for up to 8 weeks.

Section B. – Schedule

Engineer shall perform the Scope of Services and deliver the related Documents according to the following schedule:

1. Provide "Preliminary Plans" to the Department of Public Works for review and comment on or before February 23, 2018.
2. Provide Final Plans and Specification to the Department of Public Works for bid in March of 2018.

Section C. – Compensation

In return for the performance of the foregoing obligations, Owner shall pay to Engineer an amount not-to-exceed Sixty-Seven Thousand dollars ($67,000.00). payable according to the following terms:

A not-to-exceed amount based on the rates as listed in Attachment A of the Agreement, plus direct expenses. Cost plus services are limited to an agreed maximum figure unless amended.

Engineer may request a change to the billing hours if scope changes, beyond the control of the Engineer, resulting in an extension of the schedule or necessitates a change in personnel.

Compensation for Additional Services (if any) shall be paid by Owner to Engineer according to the hourly billing rates shown in Attachment A of the Agreement.

IN WITNESS WHEREOF, the Owner and Engineer have executed the Task Order.

Owner: City of Lake Geneva	Engineer: Kapur & Associates, Inc.
By: _____	By: Gregory L Governatori
Signature: _____	Signature: _____
Title: _____	Title: Project Manager
Date: _____	Date: _____

Kapur Associates, Inc.
Summary of Staff Hours and Labor Costs
for the
City of Lake Geneva

TASK ORDER 13

City of Lake Geneva 2018 Street & Utility Improvement Project - Attachment A

CLASSIFICATION		Project Manager		Senior Project Engineer		Staff Engineer II		SeniorTechnician		Construction Project Engineer		Construction Staff Engineer		Surveyor		Survey Crew		Total Labor	
Average Hourly Wage		$140.00		$111.00		$82.00		$79.00		$96.00		$82.00		$94.00		$108.00			
TASK DESCRIPTION	**ACT. Code**	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Resurfacing Streets																			
handicap ramp survey/design				2		32	$2,624.00	8	$632.00					2	$188.00	8	$864.00	52	$4,308.00
Map Preparation				2	$222.00			8	$632.00									10	$854.00
Maintenance Quantity Breakdown Table				2	$222.00	24	$1,968.00											26	$2,190.00
Detail Preparation								8	$632.00									8	$632.00
																		Subtotal	$7,984.00
Townline Road																			
Topographic Survey								2	$158.00					1	$94.00	6	$648.00	9	$900.00
Plan Preparation				8	$888.00	16	$1,312.00											24	$2,200.00
																		Subtotal	$3,100.00
Marianne Terrace																			
Topographic Survey								4	$316.00					1	$94.00	4	$432.00	9	$842.00
Plan Preparation				8	$888.00	32	$2,624.00											40	$3,512.00
Detail Preparation								6	$474.00									6	$474.00
																		Subtotal	$4,828.00
Alleys (To be determined)																			
Map Preparation				1	$111.00	16	$1,312.00	2	$158.00									19	$1,581.00
Maintenance Quantity Breakdown Table				1	$111.00	14	$1,148.00											15	$1,259.00
Survey and Mapping								6	$474.00							6	$648.00	12	$1,122.00
																		Subtotal	$3,962.00
Project Manual/Administration																			
Administration		8	$1,120.00															8	$1,120.00
Advertisement/Project Manual				16	$1,776.00	16	$1,312.00											32	$3,088.00
Attend Bid Opening		2	$280.00	4	$444.00													6	$724.00
Post Bid Opening Activities				6	$666.00	4	$328.00											10	$994.00
Meetings as Required		4	$560.00	4	$444.00	4	$328.00											12	$1,332.00
																		Subtotal	$7,258.00
Sage & Spring Storm Sewer Design																			
Topographic Survey								4	$316.00							8	$864.00	12	$1,180.00
Layout/plan preparation				8	$888.00	40	$3,280.00	4											$4,168.00
																		Subtotal	$5,348.00
Constuction Management																			
Resurfacing Streets				4	$444.00					16	$1,312.00	60	$4,920.00					80	$6,676.00
Marianne Terrace				4	$444.00					12	$984.00	64	$5,248.00			16	$1,728.00	96	$8,404.00
Sage & Spring Street				4	$444.00					16	$1,312.00	120	$9,840.00					140	$11,596.00
Townline Road										8	$656.00					8	$864.00	16	$1,520.00
Alley				4	$444.00	16	$1,312.00			8	$656.00	40	$3,280.00					68	$5,692.00
Construction Administration		4	$560.00							8	$656.00							12	$1,216.00
																		Subtotal	$35,104.00
TOTALS		**18**	**$ 2,520.00**	**78**	**$ 8,436.00**	**214**	**$ 17,548.00**	**52**	**3792**	**68**	**$ 5,576.00**	**284**	**$ 23,288.00**	**4**	**$ 376.00**	**56**	**$ 6,048.00**	**722**	**$66,684**

Expenses:	
Project Total:	**$66,684**

Summary of Expenses	Units	Cost	Total
Estimated Expenses			
Concrete Testing			
Utility Permit			
Totals			

Chapter 78. Utilities

ARTICLE III. SEWER SERVICE

DIVISION 2. USE OF PUBLIC SEWERS

Sec. 78-247. ~~Storm sewers.~~ Storm Water Management

[Code 1992, § 13.51(2); Ord. No. 98-9, § I, 10-12-1998]

(a) AUTHORITY

(1) This ordinance is adopted by the Common Council under the authority granted by s. 62.234, Wis. Stats.

(2) This ordinance supersedes all provisions of an ordinance previously enacted under s. 62.23, Wis. Stats., that relate to storm water management regulations. Except as otherwise specified in s.62.234, Wis. Stats., s. 62.23, Wis. Stats., applies to this ordinance and to any amendments to thisordinance.

(3) The provisions of this ordinance are deemed not to limit any other lawful regulatory powers ofthe same governingbody.

(4) The Common Council hereby designates the Building Inspector, Zoning Administrator, and/or City Engineer to administer andenforce the provisions of thisordinance.

(5) The requirements of this ordinance do not pre-empt more stringent storm watermanagement requirements that may be imposed by any of thefollowing:

a. Wisconsin Department of Natural Resources administrative rules, permits orapprovals including those authorized under ss. 281.16 and 283.33, Wis.Stats. and

b. Targeted non-agricultural performance standards promulgated in rules by theWisconsin Department of Natural Resources under s. NR 151.004, Wis. Adm.Code.

(b) FINDINGS OF FACT- The Common Council acknowledges that uncontrolled, post-construction runoff has a significant impact upon water resources and the health, safety and general welfare of the community and diminishes the public enjoyment and use of natural resources. Specifically, uncontrolled post-construction runoff can:

(1) Degrade physical stream habitat by increasing stream bank erosion, increasing streambed scour, diminishing groundwater recharge, diminishing stream base flows and increasing stream temperature;

(2) Diminish the capacity of Geneva Lake and streams to support fish, aquatic life, recreational andwater supply uses by increasing pollutant loading of sediment, suspended solids, nutrients, heavy metals, bacteria, pathogens and other

urbanpollutants;

(3) Alter wetland communities by changing wetland hydrology and by increasing pollutantloads;

(4) Reduce the quality of groundwater by increasing pollutantloading;

(5) Threaten public health, safety, property and general welfare by overtaxing stormsewers, drainage ways, and other minor drainagefacilities;

(6) Threaten public health, safety, property, and general welfare by increasing major flood peaks and volumes;

(7) Undermine floodplain management efforts by increasing the incidence and levels of flooding; and

(8) Diminish the public enjoyment of natural resources.

(c) PURPOSE AND INTENT

(1) PURPOSE. The general purpose of this ordinance is to establish long-term, post-construction runoff management requirements that will diminish the threats to public health, safety, welfare and the aquatic environment. Specific purposes areto:

a. Further the maintenance of safe and healthfulconditions;

b. Prevent and control the adverse effects of storm water; prevent and control soil erosion; prevent and control water pollution; protect spawning grounds, fish and aquatic life; control building sites, placement of structures and land uses; preserve ground coverand scenic beauty; and promote sound economicgrowth;

c. Control exceedance of the safe capacity of existing drainage facilities and receivingwater bodies; prevent undue channel erosion; and control increases in the scouring and transportation of particulatematter; and

d. Minimize the amount of pollutants discharged from the separate storm sewer toprotect the waters of thestate.

(2) INTENT. It is the intent of the Common Council that this ordinance regulates post-construction storm water discharges to waters of the state. This ordinance may be applied on a site-by-site basis. The Common Council recognizes, however, that the preferred method of achieving the storm water performance standards set forth in this ordinance is through the preparation and implementation of comprehensive, systems-level storm water management plans that cover hydrologic units, such as watersheds, on a municipal and regional scale. Such plans may prescribe regional storm water devices, practices or systems, any of which may be designed to treat runoff from more than one site prior to discharge to waters of the state. Where such plans are in conformance with the performance standards developed under s.

281.16, Wis. Stats., for regional storm water management measures and have been approved by the Common Council, it is the intent of this ordinance that the approved storm water management plan be used to identify post-construction management measures acceptable for thecommunity.

(d) APPLICABILITY

(1) Except as provided under par. (2), this ordinance applies to a post-construction site whereupon one acre or more of land disturbing construction activity occurs during construction.

(2) A site that meets any of the criteria in this paragraph is exempt from the requirementsof thisordinance:

a. A post-construction site with less than ten percent connected imperviousness, based on the area of land disturbance, provided the cumulative area of all impervious surfaces is less than one acre. However, the exemption of this paragraph does not include exemption from the protective area standard of this ordinance;

b. Agricultural facilities andpractices; and

c. Underground utility construction, but not including the construction of anyabove ground structures associated with utilityconstruction.

(3) Notwithstanding the applicability requirements in par. (1), this ordinance applies to post- construction sites of any sizethat, as determined by the Building Inspector, Zoning Administrator, and/or City Engineer are likely to result in runoff that exceeds the safe capacity of the existing drainage facilitiesor receiving body of water, causes undue channel erosion, or increases water pollution by scouring or the transportation of particulatematter.

(e) JURISDICTION

(1) This chapter applies to land developing and land disturbing activities on lands situated within the corporate limits of the City of Lake Geneva. This chapter also applies to all lands located within the extraterritorial plat approval jurisdiction of the City of Lake Geneva, even if plat approval is not involved.

(2) EXCLUSIONS.This ordinance is not applicable to activities conducted by a state agency, as defined under s.227.01 (1), Wis. Stats.

(f) DEFINITIONS

(1) “Adequate sod, or self-sustaining vegetative cover" means maintenance of sufficient vegetation types and densities such that the physical integrity of the streambank or lakeshore ispreserved. Self-sustaining vegetative cover includes grasses, forbs,

sedges and duff layers of fallen leaves and woodydebris.

(2) “Administering authority” means a governmental employee, or a regional planning commission empowered under s. 62.234, Wis. Stats., that is designated bythe Common Council to administer thisordinance.

(3) “Agricultural facilities and practices” has the meaning given in s. 281.16 (1), Wis.Stats.

(4) “Agricultural land use” means the use of land for planting, growing, cultivating and harvesting of crops for human or livestock consumption and pasturing or yarding of livestock.

(5) “Applicant” means the landowner or one of the landowners and/or land user of a site subject to this section.

(6) “Atlas 14” means the National Oceanic and Atmospheric Administration (NOAA) Atlas 14 Precipitation-Frequency Atlas of the United States, Volume 8 (Midwestern States), publishedin 2013.

(7) “Average annual rainfall” means a typical calendar year of precipitation as determined by the Wisconsin Department of Natural Resources for users of models such as WinSLAMM, P8 or equivalent methodology. The average annual rainfall is chosen from a department publicationfor the location closest to themunicipality.

(8) “Best management practice” or “BMP” means structural or non-structural measures, practices, techniques or devices employed to avoid or minimize sediment or pollutants carried in runoffto waters of thestate.

(9) “Business day” means a day the office of the City of Lake Geneva is routinely and customarily open forbusiness.

(10) “Cease and desist order” means a court-issued order to halt land disturbing construction activity that is being conducted without the required permit or in violation of a permit issued by the City of Lake Geneva.

(11) “Clean fill” means uncontaminated rock, stone, sand, soil, brick, building stone, concrete, reinforced concrete, broken pavement, and unpainted or untreated wood.

(12) “Channel” means a natural or artificial constructed watercourse with a definite bed and banks to confine and conduct the normal flow of water.

(13) “Combined sewer system” means a system for conveying both sanitary sewage and storm water runoff.

(14) “Connected imperviousness" means an impervious surface connected to the waters of the state via a separate storm sewer, an impervious flow path, or a minimally pervious flow path.

(15) “Control measure” means a practice or combination of practices to control erosion, storm water and attendant pollution.

(16) “Department” means the Wisconsin Department of Natural Resources.

(17) “Detention Basin” means a type of storm water basin which has a direct outlet and serves to reduce water velocities and peak flows by discharging at designed flow rates (to temporarily detain water flows). A detention basin is considered wet if they are greater than three feet deep from the permanent water level to the bottom of the basin.

(18) "Design storm" means a hypothetical discrete rainstorm characterized by a specific duration, temporal distribution, rainfall intensity, return frequency and total depth of rainfall.

(19) “Development” means residential, commercial, industrial or institutional land uses and associated roads.

(20) “Direct conduits to groundwater” means wells, sinkholes, swallets, fractured bedrock at the surface, mine shafts, non-metallic mines, tile inlets discharging to groundwater, quarries, or depressional groundwater recharge areas over shallow fractured bedrock.

(21) “Disturbed area” means a site which, due to land developing or disturbing activities, has or will experience disturbance or destruction of the existing land surface and/or vegetative cover.

(22) “Effective infiltration area” means the area of the infiltration system that is used to infiltrate runoff and does not include the area used for site access, berms or pretreatment.

(23) “Erosion” means the process by which the land’s surface is worn away by the action of wind, water, ice or gravity.

(24) "Exceptional resource waters" means waters listed in s. NR 102.11, Wis. Adm. Code.

(25) “Extraterritorial” means the unincorporated area within three miles of the corporate limits of a first, second, or third class city, or within one and a half miles of a fourth class city or village.

(26) "Filtering layer" means soil that has at least a 3-foot deep layer with at least 20 percent fines; or at least a 5-foot deep layer with at least 10 percent fines; or an engineered soil with an equivalent level of protection as determined by the regulatory authority for the site.

(27) "Final stabilization" means that all land disturbing construction activities at the construction site have been completed and that a uniform perennial vegetative cover has been established with a density of at least 70 percent of the cover for the unpaved areas and areas not covered by permanent structures or that employ equivalent permanent stabilization measures.

(28) “Financial guarantee” means a performance bond, maintenance bond, surety bond, irrevocable letter of credit, or similar guarantees submitted to the City of Lake Geneva by the responsible party to assure that requirements of the ordinance are carried out in compliance with the storm water management plan.

(29) “Governing body” means city council.

(30) “Impervious surface” means an area that releases as runoff all or a large portion of the precipitation that falls on it, except for frozen soil. Rooftops, sidewalks, driveways, gravel or paved parking lots and streets are examples of areas that typically are impervious.

(31) “In-fill” means an undeveloped area of land located within an existing urban sewer service area, surrounded by development or development and natural or man-made features where development cannot occur.

(32) “Infiltration” means the entry of precipitation or runoff into or through the soil.

(33) “Infiltration system” means a device or practice such as a basin, trench, rain garden or swale designed specifically to encourage infiltration, but does not include natural infiltration in pervious surfaces such as lawns, redirecting of rooftop downspouts onto lawns or minimal infiltration from practices, such as swales or road side channels designed for conveyance and pollutant removal only.

(34) “Land developing activity” means the construction or erection of buildings, roads, parking lots, paved storage areas and other structures.

(35) “Land disturbing construction activity” means any man-made alteration of the land surface resulting in a change in the topography or existing vegetative or non-vegetative soil cover, that may result in runoff and lead to an increase in soil erosion and movement of sediment into waters of the state. Land disturbing construction activity includes clearing and grubbing, demolition, excavating, pit trench dewatering, filling and grading activities.

(36) "Landowner" means any person holding fee title, an easement or other interest in property, which allows the person to undertake cropping, livestock management, and/or land disturbing construction activity or maintenance of storm water BMPs on the property.

(37) “Land user” means any person operating upon, leasing, or renting land, or having made any other arrangements with the landowner by which the land user engages in uses of land which are sites subject to this section.

(38) “Maintenance agreement” means a legal document that provides for long-term maintenance of storm water management practices.

(39) “Maximum extent practicable” means the highest level of performance that is achievable but is not equivalent to a performance standard identified in this ordinance as determined in accordance with **(g)** of this ordinance.

(40) “New development” means development resulting from the conversion of previously undeveloped land or agricultural land uses.

(41) “NRCS MSE3 or MSE4 distribution” means a specific precipitation distribution developed by the United States Department of Agriculture, Natural Resources

Conservation Service, using precipitation data from Atlas 14.

(42) “Off-site” means located outside the property boundary described in the permit application.

(43) “On-site” means located within the property boundary described in the permit application.

(44) "Ordinary high-water mark" has the meaning given in s. NR 115.03 (6), Wis. Adm. Code.

(45) “Outstanding resource waters” means waters listed in s. NR 102.10, Wis. Adm. Code.

(46) "Percent fines" means the percentage of a given sample of soil, which passes through a # 200 sieve.

(47) “Performance security” means a performance bond, maintenance bond, surety bond, irrevocable letter of credit, or similar guarantees submitted to the City by the permit holder to assure that requirements of the section are carried out in compliance with the storm water management plan.

(48) “Performance standard” means a narrative or measurable number specifying the minimum acceptable outcome for a facility or practice.

(49) “Permit” means a written authorization made by the City of Lake Geneva to the applicant to conduct land disturbing construction activity or to discharge post-construction runoff to waters of the state.

(50) “Permit administration fee” means a sum of money paid to the City of Lake Geneva by the permit applicant for the purpose of recouping the expenses incurred by the authority in administering the permit.

(51) “Pervious surface” means an area that releases as runoff a small portion of the precipitation that falls on it. Lawns, gardens, parks, forests or other similar vegetated areas are examples of surfaces that typically are pervious.

(52) “Pollutant” has the meaning given in s. 283.01 (13), Wis. Stats.

(53) “Pollution” has the meaning given in s. 281.01 (10), Wis. Stats.

(54) “Post-construction site" means a construction site following the completion of land disturbing construction activity and final site stabilization.

(55) “Pre-development condition” means the extent and distribution of land cover types present before the initiation of land disturbing construction activity, assuming that all land uses prior to development activity are managed in an environmentally sound manner.

(56) “Preventive action limit” has the meaning given in s. NR 140.05 (17), Wis. Adm. Code.

(57) “Protective area” means an area of land that commences at the top of the channel of lakes, streams and rivers, or at the delineated boundary of wetlands, and that is the greatest of thefollowing widths, as measured horizontally from the top of the channel

or delineated wetland boundary to the closest impervious surface.

(58) "Redevelopment" means areas where development is replacing older development.

(59) “Responsible party” means the landowner or any other entity performing services to meet the requirements of this ordinance through a contract or other agreement.

(60) “Retention basin” means a type of storm water basin which has no direct outlet and empties by infiltration to the natural soil surface and by evaporation (to retain all water).

(61) “Runoff” means storm water or precipitation including rain, snow or ice melt or similar water that moves on the land surface via sheet or channelized flow.

(62) “Sedimentation basin” means an artificially created holding pond or other catchment for the purpose of capturing and retaining any sediment flowing off of sites as a result of land developing or land disturbing activities.

(63) “Separate storm sewer” means a conveyance or system of conveyances including roads with drainage systems, streets, catch basins, curbs, gutters, ditches, constructed channels or storm drains, which meets all of the following criteria:

a. Is designed or used for collecting water or conveying runoff;

b. Is not part of a combined sewer system;

c. Is not part of a publicly owned wastewater treatment works that provides secondary or more stringent treatment; and

d. Discharges directly or indirectly to waters of the state.

(64) "Silviculture activity" means activities including tree nursery operations, tree harvesting operations, reforestation, tree thinning, prescribed burning, and pest and fire control. Clearing and grubbing of an area of a construction site is not a silviculture activity.

(65) “Site” means the entire area included in the legal description of the land on which the land disturbing or land development construction activity is proposed to take place or has occurred.

(66) “Sheet flow runoff” means water, usually storm runoff, flowing in a thin layer of the ground surface; also called overland flow. (By convention this distance does not exceed 300 feet).

(67) “Stop work order” means an order issued by the City of Lake Geneva which requires that all construction activity on the site be stopped.

(68) “Storm water” means precipitation runoff, snow melt runoff, surface runoff and drainage.

(69) “Storm water basin” means an artificially created holding pond or other catchment for the purposes of retaining or detaining storm water.

(70) “Storm water management plan” means a comprehensive plan designed to reduce the discharge of pollutants from storm water, after the site has under gone final

stabilization, following completion of the construction activity which shall include, but is not limited to a plat of survey setting forth a written description of the number location, sizes, and other pertinent data as to control measures designed to meet the requirements of this section submitted by the applicant for review and approval by the City.

(71) “Storm water management system plan” is a comprehensive plan designed to reduce the discharge of runoff and pollutants from hydrologic units on a regional or municipal scale.

(72) "Technical standard" means a document that specifies design, predicted performance and operation and maintenance specifications for a material, device or method.

(73) “Time of Concentration” means the time for surface runoff to travel from the farthest point in the watershed to the outlet point of the watershed.

(74) “Top of the channel” means an edge, or point on the landscape landward from the ordinary high- water mark of a surface water of the state, where the slope of the land begins to be less than 12 percent continually for at least 50 feet. If the slope of the land is 12 percent or less continually for the initial 50 feet landward from the ordinary high-water mark, the top of the channel is the ordinary high-water mark.

(75) "Total maximum daily load" or "TMDL" means the amount of pollutants specified as a function of one or more water quality parameters, that can be discharged per day into a water quality limited segment and still ensure attainment of the applicable water quality standard.

(76) “TP-40”means Technical Paper No. 40, Rainfall Frequency Atlas of the United States, published in 1961.

(77) "TR-55" means the United States department of agriculture, natural resources conservation service (previously soil conservation service), Urban Hydrology for Small Watersheds, Second Edition, Technical Release 55, June 1986, which is incorporated by reference for this chapter.

(78) “Transportation facility” means a highway, a railroad, a public mass transit facility, a public-use airport, a public trail or any other public work for transportation purposes such as harbor improvements under s. 85.095 (1)(b), Wis. Stats. “Transportation facility” does not include building sites for the construction of public buildings and buildings that are places of employment that are regulated by the Department pursuant to s. 281.33, Wis. Stats.

(79) “TSS” means total suspended solids.

(80) “Type II distribution” means a rainfall type curve as established in the “United States Department of Agriculture, Soil Conservation Service, Technical Paper 149, published in 1973”.

(81) “Waters of the state” includes those portions of Lake Michigan and Lake Superior within the boundaries of this state, and all lakes, bays, rivers, streams, springs,

ponds, wells, impounding reservoirs, marshes, watercourses, drainage systems and other surface water or groundwater, natural or artificial, public or private, within this state or its jurisdiction.

(g) APPLICABILITY OF MAXIMUM EXTENT PRACTICABLE

Maximum extent practicable applies when a person who is subject to a performance standard of this ordinance demonstrates to the City of Lake Geneva's satisfaction that a performance standard is not achievable and that a lower level of performance is appropriate. In making the assertion that a performance standard is not achievable and that a level of performance different from the performance standard is the maximum extent practicable, the responsible party shall take into account the best available technology, cost effectiveness, geographic features, and other competing interests such as protection of public safety and welfare, protection of endangered and threatened resources, and preservation of historic properties.

(h) DESIGNSTANDARDS

(1) The following methods shall be used in designing the water quality, peak discharge, and infiltration components of storm water practices needed to meet the water quality standards of this ordinance:

a. Consistent with the technical standards identified, developed or disseminated by theWisconsin Department of Natural Resources under subchapter V of chapter NR 151, Wis. Adm.Code; and

b. Where technical standards have not been identified or developed by the WisconsinDepartment of Natural Resources, other technical standards may be used provided that the methods have been approved by the City of Lake Geneva.

(2) STORM WATER MANAGEMENT PLAN. A written storm water management plan in accordance with **(j)** shall be developed and implemented for each post-constructionsite.

(3) MAINTENANCE OF EFFORT. For redevelopment sites where the redevelopment will be replacing older development that was subject to post-construction performance standards ofNR 151 in effect on or after October 1, 2004, the responsible party shall meet the total suspended solids reduction, peak flow control, infiltration, and protective areas standards applicable to the older development or meet the redevelopment standards of this ordinance, whichever is more stringent.

(4) REQUIREMENTS. The storm water management plan required under sub. (2) shall include the following:

a. TOTAL SUSPENDED SOLIDS. BMPs shall be designed, installed and maintained to control total suspended solids carried in runoff from the post-construction site asfollows:

1. BMPs shall be designed in accordance with Table 1 or to the maximumextent practicable as provided in subd. 2. The design shall be based on an average annual rainfall, as compared to no runoff managementcontrols.

2. Maximum Extent Practicable. If the design cannot meet a total suspended solids reduction performance standard of Table 1, the storm water management plan shall include a written, site-specific explanation of why the total suspendedsolids reduction performance standard cannot be met and why the total suspended solids load will be reduced only to the maximum extentpracticable.

Table 1 TSS Reduction Standards

Development Type	**TSS Reduction**
New Development	80 percent
In-fill Development	80 percent
Redevelopment	40 percent of load from parking areas and roads

3. Off-Site Drainage. When designing BMPs, runoff draining to the BMP from off- site shall be taken into account in determining the treatment efficiency of the practice. Any impact on the efficiency shall be compensated for by increasingthe size of the BMPaccordingly.

b. PEAKDISCHARGE.BMPs shall be designed, installed and maintained to control peak discharge from the post-construction site asfollows:

1. By design, BMPs shall be employed to maintain or reduce the 1-year, 24-hour, the 2-year, 24-hour, the 10-year, 24-hour, and the 100-year, 24-hour post-construction peak runoff discharge rates to the 1-year, 24-hour, the 2-year, 24-hour, the 10-year, 24-hour, and the 100-year, 24-hour pre-development peak runoff discharge rates respectively, or to the maximum extent practicable.

2. The runoff curve numbers in Table 2 shall be used to represent the actual pre-development conditions.Peak discharges shall be calculated using TR-55 runoff curve number methodology, Atlas 14 precipitation depths, and the appropriateNRCS Wisconsin

MSE3 or MSE4 precipitation distribution. On a case-by-case basis, the City of Lake Geneva may allow the use of TP-40 precipitation depths and a Type II distribution.

Table 2 Maximum Pre-Development Runoff Curve Numbers

	Hydrologic Soil Group			
	A	B	C	D
Woodland	30	55	70	77
Grassland	39	61	71	78
Cropland	55	69	78	83

3. Contribution runoff entering the project from offsite may be excluded from detention calculations if the water is routed around disturbed areas by use of stable water course(s).
4. All open channel storm water conveyance systems shall provide safe conveyance for peak flow from a 25-year frequency, 24-hour rainfall event within the defined channel banks.
5. Conveyance for the peak flow runoff from a 100-year, 24-hour event shall be provided such that no inundation of or damage to built structures shall occur.
6. Where feasible, all permanent storm sewer inlets must be stenciled by the permit holder as part of the water quality strategy for protection of surface waters and drainage to Geneva Lake.
7. Drainage systems may not result in transfer of drainage from one delineated natural drainage area to another if reasonable alternatives exist which would preserve natural drainage patterns. Drainage area delineations must be shown on the storm water plan.
8. All storm water basins shall be permanent, aesthetically pleasing, if practical, and safe. Subsurface bottoms of wet basins must provide a safety ledge consistent with required design criteria identified in **(h)**(1).
9. This subsection of the ordinance does not apply to any of thefollowing:
    a. A post-construction site where the discharge is directly

into a lake over 5,000 acres or a stream or river segment draining more than 500square miles.

b. Except as provided under **(h)**(3), a redevelopmentpost-construction site.

c. An in-fill development area less than 5acres.

c. INFILTRATION

1. Best Management Practices. BMPs shall be designed, installed, and maintained to infiltrate runoff in accordance with the following or to the maximum extent practicable:

a. *Low imperviousness*. For development up to 40 percent connected imperviousness, such as parks, cemeteries, and low densityresidential development, infiltrate sufficient runoff volume so that the post- development infiltration volume shall be at least 90 percent of the pre- development infiltration volume, based on an average annual rainfall. However, when designing appropriate infiltration systems to meet this requirement, no more than one percent of the post-construction site is required as an effective infiltrationarea.

b. *Moderate imperviousness.* For development with more than 40 percent and up to 80 percent connected imperviousness, such as medium and high density residential, multi-family development, industrial and institutional development, and office parks, infiltrate sufficient runoff volume so that the post-development infiltration volume shall be at least 75 percent of the pre-development infiltration volume, based on an average annual rainfall. However, when designing appropriateinfiltration systems to meet this requirement, no more than 2 percent of the post- construction site is required as an effective infiltrationarea.

c. *High imperviousness.* For development with more than 80 percent connected imperviousness, such as commercial strip malls, shopping centers, and commercial downtowns, infiltrate sufficient runoff volumeso that the post-development infiltration volume

shall be at least 60 percent of the pre-development infiltration volume, based on an average annual rainfall. However, when designing appropriate infiltration systems to meet this requirement, no more than 2 percent of the post-construction site is required as an effective infiltrationarea.

2. Pre-development. The pre-development condition shall be the same as specified in Table 2 of the Peak Discharge section of thisordinance.

3. SourceAreas.

   a. *Prohibitions.* Runoff from the following areas may not be infiltratedand may not qualify as contributing to meeting the requirements of this section unless demonstrated to meet the conditions identified in **(h)**(4)c.6.:

      1. Areas associated with a tier 1 industrial facility identified in s.NR216.21 (2)(a), including storage, loading and parking. Rooftops may be infiltrated with the concurrence of the regulatory authority.

      2. Storage and loading areas of a tier 2 industrial facility identified ins. NR 216.21(2)(b).

      3. Fueling and vehicle maintenance areas. Runoff from rooftops of fueling and vehicle maintenance areas may be infiltrated withthe concurrence of the regulatoryauthority.

   b. *Exemptions*. Runoff from the following areas may be credited toward meeting the requirement when infiltrated, but the decision to infiltrate runoff from these source areas isoptional:

      1. Parking areas and access roads less than 5,000 square feetfor commercialdevelopment.

      2. Parking areas and access roads less than 5,000 square feet for industrial development not subject to the Prohibitions under para.

3. Except as provided under**(h)**(3), redevelopmentpost-construction sites.

4. In-fill development areas less than 5acres.

5. Roads on commercial, industrial and institutional land uses,and arterial residentialroads.

4. Location ofPractices.

a. *Prohibitions*. Infiltration practices may not be located in the following areas:

1. Areas within 1000 feet upgradient or within 100 feet downgradientof direct conduits togroundwater.

2. Areas within 400 feet of a community water system well asspecified in s. NR 811.16 (4) or within the separation distances listed in s.NR812.08 for any private well or non-community well for runoff infiltratedfrom commercial, including multi-family residential, industrial and institutional land uses or regional devices for one- and two-family residential development.

3. Areas where contaminants of concern, as defined in s. NR720.03 (2), are present in the soil through which infiltration willoccur.

b. *Separationdistances.*

1. Infiltration practices shall be located so that the characteristics of the soil and the separation distance between the bottom of theinfiltration system and the elevation of seasonal high groundwater or the top of bedrock are in accordance with Table3:

Table 3 Separation Distances and Soil Characteristics

Source Area	Separation Distance	Soil Characteristics
Industrial, Commercial, Institutional Parking Lots and Roads	5 feet or more	Filtering Layer
Residential Arterial Roads	5 feet or more	Filtering Layer
Roofs draining to subsurface Infiltration	1 foot or more	Native or Engineered Soil with particles finer than course sand
Roofs draining to surface Infiltration practices	Not Applicable	Not Applicable
All other impervious source areas	3 feet or more	Filtering Layer

2. Notwithstanding par. b., applicable requirements for injectionwells classified under ch. NR 815 shall befollowed.

c. *Infiltration rate exemptions*. Infiltration practices located in the following areas may be credited toward meeting the requirements under the following conditions, but the decision to infiltrate under these conditions isoptional:

1. Where the infiltration rate of the soil measured at the proposed bottom of the infiltration system is less than 0.6 inches perhour using a scientifically credible field testmethod.

2. Where the least permeable soil horizon to 5 feet below theproposed bottom of the infiltration system using the U.S. Department of Agriculture method of soils analysis is one of the following: sandy clay loam, clay loam, silty clay loam, sandy clay, silty clay, orclay.

5. Alternate Use. Where alternate uses of runoff are employed, such as for toilet flushing, laundry, or irrigation or storage on green roofs where anequivalentportion of the runoff is captured permanently by rooftop vegetation, such alternate use shall be given equal credit toward the infiltration volume requiredby thissection.

6. GroundwaterStandards.

a. Infiltration systems designed in accordance with this

section shall, to the extent technically and economically feasible, minimize the level of pollutants infiltrating to groundwater and shall maintain compliance with the preventive action limit at a point of standards application in accordance with ch. NR 140. However, if site specific information indicates that compliance with a preventive action limit is notachievable, the infiltration BMP may not be installed or shall be modified to prevent infiltration to the maximum extentpracticable.

b. Notwithstanding par. a., the discharge from BMPs shall remain belowthe enforcement standard at the point of standardsapplication.

7. Pretreatment. Before infiltrating runoff, pretreatment shall be required for parking lot runoff and for runoff from new road construction in commercial, industrial and institutional areas that will enter an infiltration system. The pretreatment shall be designed to protect the infiltration system from clogging prior to scheduled maintenance and to protect groundwater quality in accordance with subd. 6. Pretreatment options may include, but are not limited to, oil and grease separation, sedimentation, biofiltration, filtration, swales or filterstrips.

8. Maximum Extent Practicable. Where the conditions of subd. 3. and 4. limit or restrict the use of infiltration practices, the performance standard of **(h)**(4)c. shall be met to the maximum extentpracticable.

d. PROTECTIVEAREAS.

1. Definition. In this section, “protective area” means an area of land that commences at the top of the channel of lakes, streams and rivers, or at the delineated boundary of wetlands, and that is the greatest of the following widths, as measured horizontally from the top of the channel or delineated wetland boundary to the closest impervious surface. However, in this section, “protective area” does not include any area of land adjacent to any stream enclosed withina pipe or culvert, so that runoff cannot enter the enclosure at thislocation.

a. For outstanding resource waters and exceptional resource waters,75 feet.

b. For perennial and intermittent streams identified on a U.S. Geological Survey 7.5-minute series topographic map, or a county soil surveymap, whichever is more current, 50feet.

c. For lakes, 50feet.

d. For wetlands not subject to par. e. or f., 50feet.

e. For highly susceptible wetlands, 75 feet. Highly susceptible wetlands include the following types: calcareous fens, sedge meadows, openand coniferous bogs, low prairies, coniferous swamps, lowland hardwood swamps, and ephemeralponds.

f. For less susceptible wetlands, 10 percent of the average wetland width, but no less than 10 feet nor more than 30 feet. Less susceptible wetlands include: degraded wetland dominated by invasive speciessuch as reed canary grass; cultivated hydric soils; and any gravel pits, or dredged material or fill material disposal sites that take on the attributes of awetland.

g. In pars. d. to f., determinations of the extent of the protective area adjacent to wetlands shall be made on the basis of the sensitivity and runoff susceptibility of the wetland in accordance with the standardsand criteria in s. NR103.03.

h. Wetland boundary delineation shall be made in accordance with s.NR103.08 (1m). This paragraph does not apply to wetlands that have been completely filled in compliance with all applicable state and federal regulations. The protective area for wetlands that have been partially filled in compliance with all applicable state and federal regulations shall be measured from the wetland boundary delineation after a fill has been placed. Where there is a legally authorized wetland fill, the protective area standard need not be met in that location.

i. For concentrated flow channels with drainage areas greater than130 acres, 10feet.

j. Notwithstanding pars. a. to i., the greatest protective

area width shall apply where rivers, streams, lakes and wetlands arecontiguous.

2. Applicability. This section applies to post-construction sites located within a protective area, except those areas exempted pursuant to subd.4.

3. Requirements. The following requirements shall bemet:

   a. Impervious surfaces shall be kept out of the protective area entirely orto the maximum extent practicable. If there is no practical alternative to locating an impervious surface in the protective area, the storm water management plan shall contain a written, site-specificexplanation.

   b. Where land disturbing construction activity occurs within a protective area, adequate sod or self-sustaining vegetative cover of 70 percent or greater shall be established and maintained where no impervious surface is present. The adequate sod or self-sustaining vegetative cover shall be sufficient to provide for bank stability, maintenance of fish habitat, and filtering of pollutants from upslope overland flow areas under sheet flow conditions. Non-vegetative materials, such as rock riprap, may be employed on the bank as necessary to prevent erosion such as on steep slopes or where high velocity flowsoccur.

   c. BMPs such as filter strips, swales, or wet detention ponds, that are designed to control pollutants from non-point sources, may be locatedin the protectivearea.

4. Exemptions. This section does not apply to any of thefollowing:

   a. Except as provided under**(h)**(3), redevelopmentpost-construction sites.

   b. In-fill development areas less than 5acres.

   c. Structures that cross or access surface water such as boatlandings, bridges, andculverts.

   d. Structures constructed in accordance with s. 59.692 (1v),Stats.

   e. Areas of post-construction sites from which the

runoff does not enterthe surface water, including wetlands, without first being treated by a BMP to meet the local ordinance requirements for total suspended solids and peak flow reduction, except to the extent that vegetative ground cover is necessary to maintain bankstability.

e. FUELING AND MAINTENANCE AREAS- Fueling and vehicle maintenance areas shall have BMPs designed, installed, and maintained to reduce petroleum within runoff, sothat the runoff that enters waters of the state contains no visible petroleum sheen, or to the maximum extent practicable.

f. SWALE TREATMENT FOR TRANSPORTATION FACILITIES

1. Requirement. Except as provided in subd. 2., transportation facilities that use swales for runoff conveyance and pollutant removal are exempt from the requirements of local ordinance requirements for peak flow control, total suspended solids control, and infiltration, if the swales are designed to do all of the following or to the maximum extentpracticable:

a. Swales shall be vegetated. However, where appropriate, non-vegetative measures may be employed to prevent erosion or provide for runoff treatment, such as rock riprap stabilization or checkdams.

b. Swales shall comply with sections V.F. (Velocity and Depth) and V.G. (Sale Geometry Criteria) with a swale treatment length as long as that specified in section V.C. (Pre-Treatment) of the Wisconsin Departmentof Natural Resources technical standard 1005 “Vegetated Infiltration Swales”, dated May 2007, or a superseding document. Transportation facility swale treatment does not have to comply with other sections of technical standard1005.

2. Otherrequirements

a. Notwithstanding subd. 1., the City of Lake Geneva may, consistent with water quality standards, require that other requirements, in addition to swale treatment, be met on a transportation facility with an average daily traffic rate greater than 2,500 and where the initial

surface waterof the state that the runoff directly enters is one of thefollowing:

1. An outstanding resourcewater.
2. An exceptional resourcewater.
3. Waters listed in section 303 (d) of the Federal Clean Water Act that are identified as impaired in whole or in part, due to non-pointsource impacts.
4. Water where targeted performance standards aredeveloped pursuant to s. NR 151.004, Wis. Adm.Code.

b. The transportation facility authority shall contact the City of Lake Geneva to determine if additional BMPs beyond a water qualityswale are needed under thissubsection.

(5) GENERAL CONSIDERATIONS FOR STORM WATER MANAGEMENT MEASURES. The following considerations shall be observed in on-site and off-site runoffmanagement:

a. Natural topography and land cover features such as natural swales, naturaldepressions, native soil infiltrating capacity, and natural groundwater recharge areas shall be preserved and used, to the extent possible, to meet the requirements of thissection.

b. Emergency overland flow for all storm water facilities shall be provided to prevent exceeding the safe capacity of downstream drainage facilities and preventendangerment of downstream property or publicsafety.

(6) BMPLOCATION

a. To comply with the performance standards required under **(h)** of this ordinance,BMPs may be located on−site or off−site as part of a regional storm water device, practice or system, but shall be installed in accordance with s. NR 151.003, Wis. Adm.Code.

b. The City of Lake Geneva may approve off-site management measures providedthat all of the following conditions aremet:

1. The City of Lake Geneva determines that the post-construction runoff is covered by a storm water management system plan that is approved by the City of Lake Geneva and that contains management requirementsconsistent with the purpose and intent of thisordinance.

2. The off-site facility meets all of the followingconditions:

a. The facility is inplace.

b. The facility is designed and adequately sized to provide a level ofstorm water control equal to or greater than that which would be afforded by on-site practices meeting the performance standards of thisordinance.

c. The facility has a legally obligated entity responsible for itslong-term operation andmaintenance.

c. Where a regional treatment option exists such that the City of Lake Geneva exempts the applicant from all or part of the minimum on-site storm water management requirements, the applicant shall be required to pay a fee in an amount determined in negotiation with the City of Lake Geneva. In determining the fee for post-construction runoff, the City of Lake Geneva shall consider an equitable distribution of the cost for land, engineering design, construction, and maintenance of the regional treatmentoption.

(7) ADDITIONAL REQUIREMENTS. The City of Lake Geneva may establish storm water management requirements more stringent than those set forth in this ordinance if the City of Lake Geneva determines that the requirements are needed to control storm water quantity or control flooding, comply with federally approved total maximum daily load requirements, or control pollutants associated with existing development orredevelopment.

(i) PERMITTING REQUIREMENTS, PROCEDURES ANDFEES

(1) PERMIT REQUIRED. No responsible party may undertake a land disturbing construction activity without receiving a post-construction runoff permit from the City of Lake Geneva prior to commencing the proposedactivity.

(2) PERMIT APPLICATION AND FEES. Unless specifically excluded by this ordinance, any responsible party desiring a permit shall submit to the City of Lake Geneva a permit application on a form provided by the City of Lake Geneva for thatpurpose.

a. Unless otherwise excluded by this ordinance, a permit application must beaccompanied by a storm water management plan, a maintenance agreement and a non-refundable permit administrationfee.

b. The storm water management plan shall be prepared to meet the requirements of **(h)** and **(j)**, the maintenance agreement shall be prepared to meet the requirements of**(k)**, the financial guarantee shall meet the requirements of **(l)**, and fees shall be those established by the Common Council as set forth in **(m)**.

c. By submitting an application, the applicant is authorizing the City or designee to enter the site to obtain information required for the review of the control plan.

d. Submission of an application by one of several land users or land owners of particular site shall constitute an affirmation by said applicant of authority to act on behalf of the other land users or land owners to so apply and, upon issuance of a permit, to engage in land developing or disturbing activities on the site. The City shall be under no obligation to ascertain the legal authority of the applicant to so act.

(3) PERMIT APPLICATION REVIEW AND APPROVAL. The City of Lake Geneva shall reviewany permit application that is submitted with a storm water management plan, maintenance agreement, and the required fee. The following approval procedure shall beused:

a. Within 45 days of the receipt of a complete permit application, including all items as required by sub. (2), the City of Lake Geneva shall inform the applicant whether the application, storm water management plan and maintenance agreementare approved or disapproved based on the requirements of thisordinance.

b. If the storm water permit application, storm water management plan and maintenance agreement are approved, or if an agreed upon payment of fees in lieu of storm water management practices is made, the City of Lake Geneva shall issue thepermit.

c. If the storm water permit application, storm water management plan or maintenance agreement is disapproved, the City of Lake Geneva shall detail in writing thereasons fordisapproval.

d. The City of Lake Geneva may request additional information from the applicant. If additional information is submitted, the City of Lake Geneva shall have 30 days from the date the additional information is received to inform theapplicant that the storm water management plan and maintenance agreement are either approved ordisapproved.

(4) PERMIT REQUIREMENTS. All permits issued under this ordinance shall be subject to the following conditions, and holders of permits issued under this ordinance shall be deemed tohave accepted these conditions. The City of Lake Geneva may suspend or revoke a permit for violation of a permit condition, following written notification of the responsible party. An action by the City of Lake Geneva to suspend or revoke this permit may be appealed in accordance with**(o)**.

a. Compliance with this permit does not relieve the responsible party of the

responsibilityto comply with other applicable federal, state, and local laws andregulations.

b. The responsible party shall design and install all structural and non-structural stormwater management measures in accordance with the approved storm water management plan and thispermit.

c. The responsible party shall notify the City of Lake Geneva at least 72 hours before commencing any land developing or land disturbing activity, and within 14 days upon completion of the storm water management practices. If required as a special condition under sub. (5), the responsible party shall make additional notification according to a schedule set forth by the City of Lake Geneva so that practice installations can be inspected during construction.

d. Practice installations required as part of this ordinance shall be certified "as built" or “record” drawings by a licensed professional engineer. Completed storm water management practices must pass a final inspection by the City of Lake Geneva or its designee to determine if they are in accordance with the approved storm water management plan and ordinance. The City of Lake Geneva or its designee shallnotify the responsible party in writing of any changes required in such practices to bring them into compliance with the conditions of thispermit.

e. The responsible party shall notify the City of Lake Geneva of any significant modifications it intends to make to an approved storm water management plan. The City of Lake Geneva may require that the proposed modifications be submitted to it for approval prior to incorporation into the storm water management plan andexecution by the responsibleparty.

f. The responsible party shall maintain all storm water management practices in accordance with the storm water management plan until the practices either become the responsibility of the Common Council, or are transferred to subsequent private owners as specified in the approved maintenance agreement.

g. The responsible party authorizes the City of Lake Geneva to perform any work or operations necessary to bring storm water management measures into conformancewith the approved storm water management plan, and consents to a special assessment or charge against the property as authorized under subch. VII of ch. 66, Wis. Stats., or to charging such costs against the financial guarantee posted under**(l)**.

h. If so directed by the City of Lake Geneva, the responsible party shall repair

at the responsible party's own expense all damage to adjoining municipal facilities anddrainage ways caused by runoff, where such damage is caused by activities that are not in compliance with the approved storm water managementplan.

i. The responsible party shall permit property access to the City of Lake Geneva orits designee for the purpose of inspecting the property for compliance with the approved storm water management plan and thispermit.

j. Where site development or redevelopment involves changes in direction, increases in peak rate and/or total volume of runoff from a site, the City of Lake Geneva may require the responsible party to make appropriate legal arrangements with affected property owners concerning the prevention of endangerment to property or publicsafety.

k. The responsible party is subject to the enforcement actions and penalties detailed in**(n)**, if the responsible party fails to comply with the terms of thispermit.

l. Keep a copy of the approved storm water management plan on the site.

(5) PERMIT CONDITIONS. Permits issued under this subsection may include conditions established by City of Lake Geneva in addition to the requirements needed to meet the performance standards in **(h)** or a financial guarantee as provided for in **(l)**.

(6) PERMIT DURATION. Permits issued under this section shall be valid from the date of issuance for a period of 180 days, or the length of the building permit or other construction authorizations, whichever is longer. The City of Lake Geneva may extend the period for up to an additional 180 days and may require additional control measures as a condition of the extension if they are necessary to meet the requirements. After final inspection, the City of Lake Geneva notifies the responsible party that all storm water management practices have passed the final inspection required under sub.(4)(d).

(j) STORM WATER MANAGEMENTPLAN

(1) STORM WATER MANAGEMENT PLAN REQUIREMENTS. The storm water management plan required under **(h)**(2) shall contain at a minimum the followinginformation:

a. Name, address, and telephone number for the following or their designees: landowner; developer; project engineer for practice design and certification; person(s) responsiblefor installation of storm water management practices; and person(s) responsible formaintenance of storm water management practices prior to the

transfer, if any, of maintenance responsibility to another party.

b. A proper legal description of the property proposed to be developed, referenced totheU.S. Public Land Survey system or to block and lot numbers within a recorded land subdivision plat.

c. Pre-development site conditions,including:

1. One or more site maps at a scale of not less than 1 inch equals 100 feet. The site maps shall show the following: site location and legal property description; predominant soil types and hydrologic soil groups; existing cover type and condition; topographic contours of the site at a contour interval not to exceed two feet; topography and drainage network including enough of the contiguous properties to show runoff patterns onto, through, and from the site; watercourses that may affect or be affected by runoff from the site; flow path and direction for all storm water conveyance sections; watershed boundaries used in hydrology determinations to show compliance with performance standards; lakes, streams, wetlands, channels, ditches, and other watercourses on and immediately adjacent to the site; limits of the 100 year floodplain; location ofwells and wellhead protection areas covering the project area and delineated pursuant to s. NR 811.16, Wis. Adm.Code; locations and dimensions of utilities, structures, roads, highways and paving.

2. Hydrology and pollutant loading computations as needed to showcompliance with performance standards. All major assumptions used in developing input parameters shall be clearly stated. The geographic areas used in making the calculations shall be clearly cross-referenced to the requiredmap(s).

d. Post-development site conditions,including:

1. Explanation of the provisions to preserve and use natural topography andland cover features to minimize changes in peak flow runoff rates and volumes to surface waters andwetlands.

2. Explanation of any restrictions on storm water management measures inthe development area imposed

by wellhead protection plans andordinances.

3. One or more site maps at a scale equal to the same scale used on the pre-development site conditions map showing the following: post-construction pervious areas including vegetative cover type and condition; impervious surfaces including all buildings, structures, and pavement; post-construction topographic contours of the site at a contour interval not to exceed two feet; post-construction drainage network including enoughof the contiguous properties to show runoff patterns onto, through, and from the site; locations and dimensions of drainage easements; locations ofmaintenanceeasements specified in the maintenance agreement; flow path and direction for all storm water conveyance sections; location and type of all storm water management conveyance and treatment practices, including the on-site and off- site tributary drainage area; location and type of conveyance system that will carry runoff from the drainage and treatment practices to the nearest adequate outlet such as a curbed street, storm drain, or natural drainage way; watershed boundaries used in hydrology and pollutant loading calculations and any changes to lakes, streams, wetlands, channels, ditches, and other watercourses on and immediately adjacent to the site.

4. Hydrology and pollutant loading computations as needed to show compliance with performance standards. The computations shall be made for eachdischarge point in the development, and the geographic areas used in making the calculations shall be clearly cross-referenced to the requiredmap(s).

5. Results of investigations of soils and groundwater required for the placementand design of storm water management measures. Detailed drawings includingcross-sections and profiles of all permanent storm water conveyance and treatment practices.

e. A description and installation schedule for the storm water managementpractices needed to meet the performance standards in **(h)**.

f. A maintenance plan developed for the life of each storm water managementpractice including the required maintenance activities and maintenance activityschedule.

g. Cost estimates for the construction, operation, and maintenance of each stormwater managementpractice.

h. Other information requested in writing by the City of Lake Geneva to determine compliance of the proposed storm water management measures with the provisionsof thisordinance.

i. All site investigations, plans, designs, computations, and drawings shall be certified by a licensed professional engineer to be prepared in accordance with acceptedengineering practice and requirements of thisordinance.

(2) ALTERNATE REQUIREMENTS. The City of Lake Geneva may prescribe alternative submittal requirements for applicants seeking an exemption to on-site storm water management performance standards under **(h)**(5).

(k) MAINTENANCEAGREEMENT

(1) MAINTENANCE AGREEMENT REQUIRED. The maintenance agreement required under **(i)**for storm water management practices shall be an agreement between the City of Lake Geneva and the responsible party to provide for maintenance of storm water practices beyond the duration period of this permit. The maintenance agreement shall be filed with the County Register of Deeds as a property deed restriction so that it is binding upon all subsequentowners of the land served by the storm water managementpractices.

(2) AGREEMENT PROVISIONS. The maintenance agreement shall contain the following information and provisions and be consistent with the maintenance plan required by **(j)**(1)f.:

a. Identification of the storm water facilities and designation of the drainage area servedby thefacilities.

b. A schedule for regular maintenance of each aspect of the storm watermanagement system consistent with the storm water management plan required under **(i)**(2).

c. Identification of the responsible party(s), organization or city, county, town orvillage responsible for long term maintenance of the storm water management practices identified in the storm water management plan required under **(i)**(2).

d. Requirement that the responsible party(s), organization, or city, county, town orvillage shall maintain storm water management practices in accordance with the schedule included in par.(b).

e. Authorization for the City of Lake Geneva to access the property to conduct inspections of storm water management practices as necessary to ascertain thatthe practices are being maintained and operated in accordance with theagreement.

f. A requirement on the City of Lake Geneva to maintain public records of the results of the site inspections, to inform the responsible party responsible for maintenance of the inspection results, and to specifically indicate any corrective actions required to bringthe storm water management practice into proper workingcondition.

g. Agreement that the party designated under par. (c), as responsible for long term maintenance of the storm water management practices, shall be notified by the City of Lake Geneva of maintenance problems which require correction. Thespecified corrective actions shall be undertaken within a reasonable time frame as set by the City of Lake Geneva.

h. Authorization of the City of Lake Geneva to perform the corrected actions identified in the inspection report if the responsible party designated under par. (c) does not make the required corrections in the specified time period. The City of Lake Geneva shall enterthe amount due on the tax rolls and collect the money as a special charge against the property pursuant to subch. VII of ch. 66, Wis. Stats.

(I) FINANCIALGUARANTEE

(1) ESTABLISHMENT OF THE GUARANTEE. The City of Lake Geneva may require the submittal of a financial guarantee, the form and type of which shall be acceptable to the City of Lake Geneva. The financial guarantee shall be in an amount determined by the City of Lake Geneva to be the estimated cost of construction and the estimated cost of maintenance of the storm water management practices during the period which the designated party in the maintenance agreement has maintenance responsibility. The financial guarantee shall include all phases of the plan from the clearing and stockpiling operations to final grading and landscaping including a maintenance guarantee for a period of not less than two years from the recording of the document or commencement of construction, whichever occurs first. An agreement will be a part of the financial guarantee, which shall give the City of Lake Geneva the authorization to use the funds to complete the storm water management practices if the responsible party defaults or does not properly implement the approved storm water management plan, upon written notice to the responsible party by the City of Lake Geneva that the requirements of this ordinance have not beenmet. This agreement shall be received by the City prior to issuance of any permits and shall be effective for a sufficient time period to perform the activities required, make the appropriate inspections, and approve the final installation. The City may extend the agreement beyond its original expiration date if necessary due to unexpected or unforeseen circumstances beyond the control of the responsible party. A performance bond shall be replaced with a maintenance guarantee for a stated period

of time and in an amount equal to a percentage of the cost of the construction of the improvements and a cost overrun of 15%.

(2) CONDITIONS FOR RELEASE. Conditions for the release of the financial guarantee are as follows:

a. The City of Lake Geneva shall release the portion of the financial guarantee established under this section, less any costs incurred by the City of Lake Genevato complete installation of practices, upon submission of "as built plans" or “record” drawings by a licensed professional engineer. The City of Lake Geneva may make provisions for a partial pro-rata release of the financial guarantee based on the completion of various developmentstages.

b. The City of Lake Geneva shall release the portion of the financial guarantee established under this section to assure maintenance of storm water practices, lessany costs incurred by the City of Lake Geneva, at such time that the responsibility for practice maintenance is passed on to another entity via an approved maintenance agreement.

(m) FEE SCHEDULE

(1) The fees referred to in other sections of this ordinance shall be established by the City of Lake Geneva and may from time to time be modified by resolution. A schedule of the fees established by the City of Lake Geneva shall be available for review in City Hall. The processing fees shall be related to costs involved in processing permit applications, conditional use petitions, appeals to the board of appeals and zoning amendments and changes.

(2) The City of Lake Geneva shall charge a double fee if work is started before a permit is applied for and issued. Such double fee shall not release the applicant from full compliance with this section nor from prosecution for violation of this section.

(n) ENFORCEMENT

(1) Any land disturbing construction activity or post-construction runoff initiated after the effective date of this ordinance by any person, firm, association, or corporation subject to the ordinance provisions shall be deemed a violation unless conducted in accordance with the requirementsof thisordinance.

(2) The City of Lake Geneva shall notify the responsible party by certified mail of any non-complying land disturbing construction activity or post-construction runoff. The notice shall describe the nature of the violation, remedial actions needed, a schedule for remedial action,and additional enforcement action which may betaken.

(3) Upon receipt of written notification from the City of Lake Geneva under sub. (2), the responsible party shall correct work that does not comply with the storm water

managementplan or other provisions of this permit. The responsible party shall make corrections as necessary to meet the specifications and schedule set forth by the City of Lake Geneva in thenotice.

(4) If the violations to a permit issued pursuant to this ordinance are likely to result in damage to properties, public facilities, or waters of the state, the City of Lake Geneva may enter theland and take emergency actions necessary to prevent such damage. The costs incurred by the City of Lake Geneva plus interest and legal costs shall be billed to the responsibleparty.

(5) The City of Lake Geneva is authorized to post a stop work order on all land disturbing construction activity that is in violation of this ordinance, or to request the City Attorney to obtain a cease and desist order in any court withjurisdiction.

(6) The City of Lake Geneva may revoke a permit issued under this ordinance for non-compliance with ordinanceprovisions.

(7) Any permit revocation, stop work order, or cease and desist order shall remain in effectunless retracted by the City of Lake Geneva or by a court withjurisdiction.

(8) The City of Lake Geneva is authorized to refer any violation of this ordinance, or a stopwork order or cease and desist order issued pursuant to this ordinance, to the City Attorney for the commencement of further legal proceedings in any court with jurisdiction.

(9) Any person, firm, association, or corporation who does not comply with the provisions of this ordinance shall be subject to a forfeiture in accordance with the City for each violation. Each day that the violation exists shall constitute a separateoffense.

(10) Compliance with the provisions of this ordinance may also be enforced by injunction in anycourt with jurisdiction. It shall not be necessary to prosecute for forfeiture or a cease and desist order before resorting to injunctionproceedings.

(11) When the City of Lake Geneva determines that the holder of a permit issued pursuant to this ordinance has failed to follow practices set forth in the storm water management plan, or has failed to comply with schedules set forth in said storm water management plan, the City of Lake Geneva or a party designated by the City of Lake Geneva may enter upon the land and perform the work or other operations necessary to bring the condition of said lands into conformance with requirements of the approved storm water management plan. The City of Lake Geneva shall keep a detailed accounting of the costs and expenses of performing this work. These costs and expenses shall be deducted from any financial security posted pursuant to**(l)**of this ordinance. Where such a security has not been established, or where such a security is insufficient to cover these costs, the costs and expenses shall be entered on the tax roll as a special charge against the property and collected with any other

taxes levied thereon for the year in which the work iscompleted.

(o) APPEALS

(1) BOARD OF APPEALS. The board of appeals, created pursuant to section 98-934 of the City of Lake Genevaordinances pursuant to s. 62.23 (7)(e), Wis. Stats., shall hear and decide appeals where it is alleged that there is error in any order, decision or determination made by the City of Lake Geneva in administering this ordinance. The board shall also use the rules, procedures, duties, and powers authorized by statute in hearing and deciding appeals. Upon appeal, the board may authorize variances from the provisions of this ordinance that are not contrary to the public interest, and where owing to special conditions a literal enforcement of the ordinance will result in unnecessary hardship.

(2) WHO MAY APPEAL. Appeals to the board of appeals may be taken by any aggrieved person or by an officer, department, board, or bureau of the City of Lake Geneva affected by any decision of the City of Lake Geneva.

(p) SEVERABILITY - If any section, clause, provision or portion of this ordinance is judged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the ordinance shall remain in force and not be affected by such judgement.

(q) EFFECTIVE DATE - This ordinance shall be in force and effect from and after its adoption and publication. The above and foregoing ordinance was duly adopted by the Common Council of the City of Lake Geneva on the below listed day month and year.

Approved:

Attested:

Published DD/MM/YR

CITY OF LAKE GENEVA

626 Geneva Street
Lake Geneva, WI 53147
(262) 248-3673
www.cityoflakegeneva.com

Memorandum

Date: January 10, 2017

To: Public Works Committee

From: Blaine Oborn, City Administrator

Subject: Discussion/Recommendation on July 12, 2017 unreimbursed storm expenses

The City experienced severely heavy rainfall on the morning of July 12, 2017 causing much flooding and damage to City infrastructure including roads, bike paths, culverts, and storm sewers. The City applied for relief through FEMA and was rejected as the incident did not qualify for a FEMA declaration. The Public Works Director, Tom Earle then applied to the City's property insurance provider and only the White River bridge was covered by insurance. Earle finally applied to the Wisconsin Disaster Fund for reimbursement and the City claim was rejected.

The City Council received ongoing reports on storm damage costs and repairs. The repairs were charged to the City Budget item Expenses Subject to Insurance Claim (10-10-00-5245) given the expectation the City would be reimbursed. This is the line item the City uses for insurance claims with the reimbursements being charged to revenue to offset the expenses. Attached is the list of storm damage repair costs totaling $87,075.26 that the City will not be reimbursed for.

The Council has four options:

1) Continue to seek State reimbursement.
2) Charge the expenses to the Street Improvement Project and use Capital borrowing.
3) Do a Budget Amendment to use the City Fund Balance (informally called a rainy day fund).
4) Make no changes knowing the City may close the 2017 General Fund Budget in the negative.

I recommend option 4 with the hope that other expense savings and increased revenue will offset the cost. If the 2017 General Fund Budget ends in the negative, the cause can be easily explained due to this extraordinary event and the City has an adequate fund balance for this purpose.

City of Lake Geneva
July 12, 2017 Storm Damage Repairs
12/14/2017 Report on Unreimbursed Costs

Date	Transaction Description	Vendor	Amount
9/26/2017	CAMPBELL/WRIGLEY PATCH	DOWN TO EARTH CONTRA	3,352.02
9/26/2017	REMOVE/REPLACE ASPHALT	DOWN TO EARTH CONTRA	1,428.02
9/26/2017	REPAIR SEWER/MANHOLES	DOWN TO EARTH CONTRA	4,416.94
9/26/2017	REPLACE CULVERT	DOWN TO EARTH CONTRA	4,529.62
9/26/2017	FLOOD DAMAGE-RETAINING WALL	HUMPHREY'S CONTRACTI	12,975.02
9/26/2017	BAKER/WRIGLEY FLOOD	HUMPHREY'S CONTRACTI	6,760.23
9/26/2017	STORM SEWER-MILLER/LOOKOUT	OTTO JACOBS	263.02
9/26/2017	STORM SEWER-SAGE ST	OTTO JACOBS	263.02
9/26/2017	STORM SEWER-CAMPBELL	OTTO JACOBS	434.02
9/26/2017	GRAVEL-CAMPBELL/WRIGLEY	OTTO JACOBS	420.02
9/26/2017	GRAVEL-BAKER	OTTO JACOBS	700.02
9/26/2017	STORM SEWER REPAIR	DOWN TO EARTH CONTRA	2,734.02
10/24/2017	FLOOD DAMAGE-HAVENWOOD	DOWN TO EARTH CONTRA	2,269.02
10/24/2017	WEM SUBMITTAL	KAPUR & ASSOCIATES	642.00
11/14/2017	STORM DAMAGE SINKHOLE-VETS PRK	DOWN TO EARTH CONTRA	1,307.52
11/14/2017	WRIGLEY CURB/WALKS-JULY STORM	HUMPHREY'S CONTRACTI	1,749.53
11/17/2017	GRAVEL-WRIGLEY@ALLEY	OTTO JACOBS	490.02
11/17/2017	ASPHALT PATCH-JULY STORM	STARK PAVEMENT CORPO	42,341.20
Total			**87,075.26**

City of Lake Geneva
Finance, License, & Regulation Committee
January 16, 2018

Prepaid Checks

12/30/17 - 1/8/18

Total:
$142,047.57

Checks over $5,000:

$ 139,527.00 ***R&R Insurance***
2018 Liability, Workers Comp, Crime Policy

FROM 12/30/2017 TO 01/08/2018

VENDOR #	INVOICE # / ITEM	DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
PNC	PNC BANK								
	4TH QTR 2017			12/21/17		66612	01/03/18	1,752.75	1,752.75
	01	2017-QTR 4	2081005658						1,752.75
							VENDOR TOTAL:		1,752.75
R&R	R&R INSURANCE SERVICES INC								
	1771687			09/29/17		66613	01/05/18	139,527.00	61,832.00
	01	LIABILITY INS	1100001625						30,916.00
	02	LIABILITY INS	1110105512						30,916.00
	1771688			09/29/17		66613	01/05/18	139,527.00	77,250.00
	01	W/C INS	1110105516						38,625.00
	02	W/C INS	1100001625						38,625.00
	1771692			09/29/17		66613	01/05/18	139,527.00	1,030.00
	01	CRIME INS	1100001625						772.50
	02	CRIME INS	1110105512						257.50
	1809514			12/14/17		66613	01/05/18	139,527.00	-585.00
	01	W/C REFUND	1110105516						-585.00
							VENDOR TOTAL:		139,527.00
USBANK	US BANK								
	3341-12/17			12/12/17		66614	01/05/18	767.82	767.82
	01	AMAZON-POWER INVERTER	1121005361						218.99
	02	FBI LEEDA-2018 DUES GRITZNER	1121005410						50.00
	03	VICTRA-HEADPHONES GRITZNER	1121005262						105.49
	04	ITUNES-DEC	1121005399						0.99
	05	ADORAMA-THREADLOCKER	1121005361						9.00
	06	SPRECHERS-LUNCH MTG	1121005331						66.93
	07	VICTRA-HEADPHONES RASMUSSEN	1121005262						105.49
	08	WALMART-DEPT MTG	1121005399						51.23
	09	FGTMENOT-FROGGATT FLOWERS	1121005399						80.00
	10	FEE/INT-TO BE REVERSED	1121005399						79.70
							VENDOR TOTAL:		767.82
							TOTAL --- ALL INVOICES:		142,047.57

City of Lake Geneva
Finance, License, & Regulation Committee
January 16, 2018

Accounts Payable

		Fund #		
1.	General Fund	11	$	103,335.54
2.	Debt Service	20	$	-
3.	TID #4	34	$	-
4.	Lakefront	40	$	5,243.04
5.	Capital Projects	41	$	-
6.	Parking	42	$	1,196.68
7.	Cemetery	48	$	499.22
8.	Equipment Replacement	50	$	29,817.00
9.	Library Fund	99	$	1,531.41
10.	Impact Fees	45	$	-
11.	Tourism Commission	47	$	-
Total All Funds				**$141,622.89**

CITY OF LAKE GENEVA
ACCOUNTS PAYABLE UNPAID ITEMS OVER $5,000

FINANCE, LICENSE, & REGULATION COMMITTEE
FLR Meeting Date: 1/16/18

TOTAL UNPAID ACCOUNTS PAYABLE	**$**	**141,622.89**

ITEMS > $5,000

Johns Disposal - January Refuse & Recycling	$	38,743.53
Civic Systems - Software Upgrade - Payment #1	$	29,817.00
Alliant Energy - January Electric Bills	$	20,783.39
YMCA - Jan/Feb Payment	$	9,000.00
Lake Geneva Utility Commission - 4th Quarter 2017 Water/Sewer Bills	$	7,383.06
	$	-
	$	-
	$	-
	$	-
	$	-
Balance of Other Items	$	35,895.91

INVOICES DUE ON/BEFORE 01/23/2018

INVOICE # / VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
ALLIANT ALLIANT ENERGY							
RE011118	01/11/18	01	ACCT #026273-HAVENWOOD FLSH	1134105222		01/23/18	11.53
		02	ACCT #057300-SOUTH/WELLS FLSH	1134105222			16.29
		03	ACCT #064442-WELLS ST FLSH	1134105222			18.33
		04	ACCT #072470-MAIN ST LITES	1134105223			479.85
		07	ACCT #108571-1055 CAREY	1132105222			240.77
		08	ACCT #111395-BROAD ST TRFC LT	1134105223			78.45
		11	ACCT #148614-HWY 50/12 FLASHER	1134105222			15.32
		12	ACCT #152472-W COOK SIREN	1129005222			21.48
		13	ACCT #161895-RIVIERA ELEC	4055305222			1,736.24
		14	ACCT #165231-BEACH HOUSE	4054105222			465.83
		15	ACCT #178450-INTCHG N/SHER SPR	1134105223			94.13
		16	ACCT #182684-HWY 120/BLMFLD LT	1134105223			107.04
		17	ACCT #243254-LIBRARY PARK	1152005222			26.06
		18	ACCT #252132-EDWDS BLVD/WM SIG	1134105223			87.42
		20	ACCT #293132-SAGE ST/DUNN SRN	1129005222			5.03
		21	ACCT #303645-MS2 STREET LTS	1134105223			303.49
		22	ACCT #327582-DUNN FIELD	1152005922			253.65
		23	ACCT #339772-SNAKE RD/HWY 50	1134105222			14.72
		24	ACCT #363673-VETS PK/TWNLN RD	1152015222			142.67
		25	ACCT #393713-MUSEUM 256 MILL	1151105222			785.81
		27	ACCT #401872-WELLS ST FLSH	1134105222			14.88
		28	ACCT #414694-HOST DR WATER TWR	1122005222			225.71
		29	ACCT #422323-GENEVA SQ TRF LT	1134105223			38.04
		30	ACCT #433371-LIBRARY	9900005222			959.45
		31	ACCT #457625-LOT LITE GNVA ST	1134105223			485.66
		32	ACCT #462852-WELLS ST FLSH	1134105222			91.35
		33	ACCT #549716-FLAT IRON PARK	1152005222			321.71
		34	ACCT #566211-W HWY 50 BLK FLSH	1134105222			14.72
		35	ACCT #595515-LIB PARK RESTROOM	1152005222			166.38
		36	ACCT #602235-724 WILLIAMS ST	1134105223			38.53
		37	ACCT #604445-S LAKESHORE DR FL	1134105222			11.56
		38	ACCT #622184-S LAKESHORE DR	1152005222			32.41
		39	ACCT #630016-COOK ST/HWY 50	1134105223			40.77
		40	ACCT #661112-OAK HILL CEMETERY	4800005222			193.71

INVOICES DUE ON/BEFORE 01/23/2018

INVOICE # / VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
ALLIANT ALLIANT ENERGY							
RE011118	01/11/18	41	ACCT #684954-730 MARSHALL SRN	1129005222		01/23/18	28.73
		43	ACCT #688465-TENNIS CTS/SCHL	1152005222			18.42
		44	ACCT #718894-OAK HILL CEMETERY	4800005222			31.62
		46	ACCT #732492-389 EDWDS TRF LT	1134105223			145.81
		47	ACCT #734115-HWY 50/HWY 12 LTS	1134105222			31.39
		48	ACCT #738154-RUSHWOOD PARK	1152005222			30.10
		49	ACCT #758433-700 GENEVA ST LOT	1134105223			386.06
		50	ACCT #758940-1065 CAREY ST	1132105222			542.65
		51	ACCT #759513-STREET LIGHTS	1134105223			6,869.01
		52	ACCT #800930-VETS PK SCOREBRD	1152015222			189.72
		53	ACCT #837813-SEM PARK RESTROOM	1152005222			22.19
		54	ACCT #895526-HWY 50 TRF LT	1134105223			172.51
		55	ACCT #912610-GEORGE ST FLSHR	1134105222			11.86
		56	ACCT #923482-1070 CAREY ST	1132105222			178.20
		59	ACCT #926683-FLAT IRON PK/WRGL	1152005222			17.27
		60	ACCT #932215-DODGE ST FLSHR	1134105222			12.46
		63	ACCT #940353-IMPND 1070 CAREY	1121005222			60.30
		64	ACCT #952816-FIRE HOUSE	1122005222			958.22
		65	ACCT #957203-HWY 120/TWNLD RD	1134105222			82.92
		66	ACCT #965570-201 EDWARDS SIREN	1129005222			19.98
		67	ACCT #969933-CITY HALL	1116105222			2,807.99
		68	ACCT #973443-VETS PARK PAVLN	1152015222			213.24
		69	ACCT #980910-DONIAN PARK	1152005222			293.09
		70	ACCT #998403-COBB PARK	1152005222			27.39
		71	ACCT #2626179751-HVNWD/MAIN	1134105223			93.27
						INVOICE TOTAL:	20,783.39
						VENDOR TOTAL:	20,783.39
ARROW ARROW PEST CONTROL INC							
75136	12/29/17	01	PEST CONTROL-JAN	1116105360		01/23/18	55.00
						INVOICE TOTAL:	55.00
						VENDOR TOTAL:	55.00
AT&TL AT&T LONG DISTANCE							

INVOICES DUE ON/BEFORE 01/23/2018

INVOICE # / VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
AT&TL AT&T LONG DISTANCE							
RE010518	01/04/18	01	LONG DIST-APR	1100001391		01/23/18	16.31
		02	LONG DIST-APR	** COMMENT **			
		03	LONG DIST-APR	4800005221			1.17
		04	LONG DIST-APR	1132105221			4.60
		05	LONG DIST-APR	1122005221			14.63
		06	LONG DIST-APR	9900005221			11.50
		07	LONG DIST-APR	1121005221			126.38
		08	LONG DIST-APR	1116105221			0.95
		09	LONG DIST-APR	** COMMENT **			
						INVOICE TOTAL:	175.54
						VENDOR TOTAL:	175.54
AUROE AURORA EAP							
17361	12/27/17	01	1ST QTR FEE	1110205135		01/23/18	937.50
						INVOICE TOTAL:	937.50
						VENDOR TOTAL:	937.50
BATZN BATZNER PEST CONTROL							
2391553	12/29/17	01	PEST CONTROL-RIV	4055205360		01/23/18	108.00
						INVOICE TOTAL:	108.00
						VENDOR TOTAL:	108.00
BLOOMPD TOWN OF BLOOMFIELD POLICE DEPT							
WARRANT-CRANDALL	12/31/17	01	#308999592-WARRANT	1112002428		01/23/18	69.00
						INVOICE TOTAL:	69.00
						VENDOR TOTAL:	69.00
BUMPL BUMPER TO BUMPER AUTO PARTS							
662-381136	01/04/18	01	BACKUP ALARM-TRK#22	1132105351		01/23/18	42.12
						INVOICE TOTAL:	42.12

INVOICES DUE ON/BEFORE 01/23/2018

INVOICE # / VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
BUMPL BUMPER TO BUMPER AUTO PARTS							
662-381296	01/08/18	01	TRUCK FUSE	4800005351		01/23/18	3.02
						INVOICE TOTAL:	3.02
						VENDOR TOTAL:	45.14
CIVIC CIVIC SYSTEMS LLC							
CVC16386	01/04/18	01	SOFTWARE UPGRADE-JAN	5000005800		01/23/18	29,817.00
						INVOICE TOTAL:	29,817.00
						VENDOR TOTAL:	29,817.00
DES DATA EQUIPMENT SERVICES							
851	12/14/17	01	MODEM SVC-DEC	4234505221		01/23/18	1,035.00
						INVOICE TOTAL:	1,035.00
						VENDOR TOTAL:	1,035.00
DOGWA DOG WASTE DEPOT							
191067	01/04/18	01	DOG WASTE BAGS	1152005352		01/23/18	471.96
						INVOICE TOTAL:	471.96
						VENDOR TOTAL:	471.96
DOMIN DOMINION VOTING SYSTEMS INC							
DVS122393	12/11/17	01	ANNUAL MAINT,LICENSE	1114305311		01/23/18	910.72
						INVOICE TOTAL:	910.72
						VENDOR TOTAL:	910.72
DUNN DUNN LUMBER & TRUE VALUE							
710242	01/03/18	01	TEFLAN TAPE	1152005350		01/23/18	0.89
						INVOICE TOTAL:	0.89
710330	01/04/18	01	PAINT,THINNER-TRK #16	1132105351		01/23/18	22.96

INVOICES DUE ON/BEFORE 01/23/2018

INVOICE # / VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
DUNN	DUNN LUMBER & TRUE VALUE						
710330	01/04/18	02	DISCOUNT	1100004819		01/23/18	-1.15
						INVOICE TOTAL:	21.81
710335	01/04/18	01	PAINT,SUPPLIES-BENCHES,CANS	1152005352		01/23/18	35.82
		02	DISCOUNT	1100004819			-1.09
						INVOICE TOTAL:	34.73
710352	01/05/18	01	NUTS,BOLTS-#16	1132105351		01/23/18	1.19
		02	DISCOUNT	1100004819			-0.06
						INVOICE TOTAL:	1.13
710397	01/05/18	01	SAW SPRING	1132135430		01/23/18	4.49
		02	DISCOUNT	1100004819			-0.22
						INVOICE TOTAL:	4.27
710571	01/08/18	01	PIPE CUTTER	1132105340		01/23/18	14.69
		02	DISCOUNT	1100004819			-0.73
						INVOICE TOTAL:	13.96
710851	01/10/18	01	SIGN WOOD	1152005840		01/23/18	23.92
						INVOICE TOTAL:	23.92
710853	01/10/18	01	BOLT,HAMMER-VAC #43	1132135430		01/23/18	20.78
		02	DISCOUNT	1100004819			-1.04
						INVOICE TOTAL:	19.74
710940	01/11/18	01	GFCI,PLUGS,TAPE	1132105350		01/23/18	23.97
		02	DISCOUNT	1100004819			-1.20
						INVOICE TOTAL:	22.77
						VENDOR TOTAL:	143.22
DUO	DUO SAFETY LADDER CORPORATION						
447222	12/23/14	01	RUNG REAMER TOOL RETURN	1122005351		03/16/16	-126.00

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INVOICE # / VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
DUO DUO SAFETY LADDER CORPORATION							
447222	12/23/14	02	REFUND CK RECD-TOOL RETURN	1122005351		03/16/16	126.00
						INVOICE TOTAL:	0.00
						VENDOR TOTAL:	0.00
ELKHO ELKHORN CHEMICAL CO INC							
595535	01/03/18	01	BRUSH SLEEVE-FLOOR MACHINE	4055205350		01/23/18	46.80
						INVOICE TOTAL:	46.80
						VENDOR TOTAL:	46.80
FLOWE JIM FLOWER							
12/8/17	12/08/17	01	INSP MTG-229 MILES	1124005330		01/23/18	122.52
		02	INSP MTG-2 MEALS	1124005331			21.00
						INVOICE TOTAL:	143.52
JAN 2018	01/09/18	01	HVAC TESTS-FLOWER	1124005332		01/23/18	80.00
		02	HVAC LIC-FLOWER	1124005332			35.83
		03	CONST INSP LIC-FLOWER	1124005332			34.17
						INVOICE TOTAL:	150.00
						VENDOR TOTAL:	293.52
FONTAPD FONTANA POLICE DEPT							
WARRANT-BECK	12/24/17	01	WARRANT #17000036	1112002428		01/23/18	321.60
						INVOICE TOTAL:	321.60
						VENDOR TOTAL:	321.60
FORD FORD OF LAKE GENEVA							
57590C	04/18/17	01	OIL CHANGE-PARKING CAR	4234505351		01/23/18	30.95
						INVOICE TOTAL:	30.95
						VENDOR TOTAL:	30.95
GENCODE GENERAL CODE LLC							

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INVOICE # / VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
GENCODE GENERAL CODE LLC							
PG000013998	12/31/17	01	ANNUAL CODIFICATION	1114305218		01/23/18	4,065.95
						INVOICE TOTAL:	4,065.95
						VENDOR TOTAL:	4,065.95
GENON GENEVA ONLINE INC							
1058007	01/02/18	01	EMAIL SVC-JAN	1112005221		01/23/18	2.00
						INVOICE TOTAL:	2.00
						VENDOR TOTAL:	2.00
HESTA HE STARK AGENCY INC							
6089PARK-12/17	12/20/17	01	COLLECTION FEES-DEC	4234505216		01/23/18	48.63
						INVOICE TOTAL:	48.63
						VENDOR TOTAL:	48.63
HOME HOME DEPOT CREDIT SERVICES							
5297-12/17	12/21/17	01	WEED EATER PARTS	1152005250		01/23/18	89.86
		02	GLASS CLEANER,SFTNR SALT	1116105350			39.65
						INVOICE TOTAL:	129.51
						VENDOR TOTAL:	129.51
HWYC HWY C SERVICES INC							
275073	01/03/18	01	COUPLERS-BOBCAT	1132105351		01/23/18	107.03
						INVOICE TOTAL:	107.03
275139	01/05/18	01	BOBCAT WIPER	1132105351		01/23/18	54.52
						INVOICE TOTAL:	54.52
						VENDOR TOTAL:	161.55
ITU ITU ABSORB TECH INC							
6924450	12/28/17	01	MATS	1116105360		01/23/18	95.93
						INVOICE TOTAL:	95.93
						VENDOR TOTAL:	95.93

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INVOICE # / VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
JERRY JERRY WILLKOMM INC							
239250	12/29/17	01	1206 GALS GAS	1132105341		01/23/18	2,820.83
						INVOICE TOTAL:	2,820.83
						VENDOR TOTAL:	2,820.83
JOHNS JOHNS DISPOSAL SERVICE INC							
158527	01/05/18	01	JAN SVCS	1136005294		01/23/18	27,486.33
		02	JAN SVCS	1136005297			11,257.20
						INVOICE TOTAL:	38,743.53
						VENDOR TOTAL:	38,743.53
JUREW JUREWICZ, JUDY							
4162	01/05/18	01	POST POUNDER REPAIR	1132105250		01/23/18	84.54
						INVOICE TOTAL:	84.54
						VENDOR TOTAL:	84.54
LAFOR LAFORCE							
1053709	01/05/18	01	KEYS	1116105350		01/23/18	116.50
						INVOICE TOTAL:	116.50
						VENDOR TOTAL:	116.50
LASERW LASER WORKS UNLIMITED LLC							
1355	12/21/17	01	NAME PLATE-HALL	1115105310		01/23/18	15.00
		02	NAME PLATE-KROPF	1114305310			11.00
						INVOICE TOTAL:	26.00
						VENDOR TOTAL:	26.00
LENTZ LENTZ SAW SERVICE							
12/29/17	12/29/17	01	BAND SAW BLADES	1132105340		01/23/18	84.00
						INVOICE TOTAL:	84.00
						VENDOR TOTAL:	84.00

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INVOICE # / VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
LGELE GARY ADAMSON							
2017	12/24/17	01	PIER AERATORS	4055305264		01/23/18	650.00
						INVOICE TOTAL:	650.00
						VENDOR TOTAL:	650.00
LGREG LAKE GENEVA REGIONAL NEWS							
1240799	12/07/17	01	LN-281 EDWARDS BLVD CUP	1110005315		01/23/18	44.50
						INVOICE TOTAL:	44.50
1240800	12/07/17	01	LN-CORECOMM GDP	1110005315		01/23/18	44.50
						INVOICE TOTAL:	44.50
1240801	12/07/17	01	LN-CORECOMM PIP	1110005315		01/23/18	44.50
						INVOICE TOTAL:	44.50
1240805	12/07/17	01	LN-LARKIN REZONE	1110005315		01/23/18	48.97
						INVOICE TOTAL:	48.97
1240827	12/07/17	01	LN-MCMURR GDP	1110005315		01/23/18	41.15
						INVOICE TOTAL:	41.15
1240829	01/10/18	01	LN-MCMURR PIP	1110005315		01/23/18	41.15
						INVOICE TOTAL:	41.15
1240833	12/07/17	01	LN-FAIRWYN/SYMPHONY GDP	1110005315		01/23/18	45.62
						INVOICE TOTAL:	45.62
1240836	12/07/17	01	LN- FAIRWYN/SYMPHONY PIP	1110005315		01/23/18	46.73
						INVOICE TOTAL:	46.73
1241934	12/07/17	01	LN-BUDGET	1110005314		01/23/18	132.00
						INVOICE TOTAL:	132.00
1242101	12/07/17	01	LN-11/13 COUNCIL MEETING	1110005314		01/23/18	213.81
						INVOICE TOTAL:	213.81

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INVOICE # / VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
LGREG LAKE GENEVA REGIONAL NEWS							
1242106	12/07/17	01	LN-ORD 17-17 INSP FEES	1110005314		01/23/18	38.24
						INVOICE TOTAL:	38.24
1242234	12/14/17	01	LN-MAIN ST RECONST BID	1110005314		01/23/18	167.52
						INVOICE TOTAL:	167.52
1243419	12/21/17	01	LN-11/27 COUNCIL MINUTES	1110005314		01/23/18	316.52
						INVOICE TOTAL:	316.52
						VENDOR TOTAL:	1,225.21
LGUTI LAKE GENEVA UTILITY							
RE011118	01/05/18	02	11.1999.00 VETS PK STORAGE BLD	1152015226		01/23/18	173.45
		03	11.2000.00 VETS PARK	1152015226			249.00
		04	11.2001.00 VETS CONCESSION	1152015226			153.73
		05	3.0420.00 1070 CAREY	1132105226			45.05
		06	3.0424.00 1065 CAREY	1132105226			109.14
		07	3.0425.00 1055 CAREY	1132105226			54.91
		09	4.0307.00 818 GENEVA	4234505220			28.80
		11	4.0402.00 918 MAIN ST LIB	9900005222			214.42
		12	4.0404.00 COOK & MAIN	1152005226			370.65
		13	4.0466.00 BEACH HOUSE	4054105399			183.31
		14	4.0468.00 WRIGLEY DR/TOP	4055105226			621.19
		15	4.0469.00 LOWER RIVIERA	4055205226			1,348.56
		17	4.0472.00 IRRIGATION LIB PARK	1152005227			795.05
		18	4.0474.00 LIB PK RESTROOM	1152005226			143.87
		19	5.0100.00 626 GENEVA	1116105226			474.53
		20	5.0101.00 626 GENEVA ST PF	1116105226			51.00
		21	5.0114.00 255 MILL/MUSEUM	1151105226			198.10
		22	5.0138.00 720 GENEVA	1152005227			28.80
		24	5.0253.00 FLAT IRON PK RESTRM	1152005226			1,259.96
		25	5.0255.00 CHAMBER OF COMMERCE	1152005226			45.05
		26	5.0257.00 WRIGLEY DR STATUE	1152005227			28.80
		27	5.0280.00 BAKER/WILLOW SMN PK	1152005226			101.03

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INVOICE # / VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
LGUTI LAKE GENEVA UTILITY							
RE011118	01/05/18	28	5.0300.00 255 MILL ST FP	1151105226		01/23/18	189.00
		29	6.0034.00 CEMETERY RD	4800005226			59.55
		30	6.0550.00 WILLIAMS ST PK	1152005227			28.80
		31	7.0415.00 730 MARSHALL	1122005226			326.28
		33	8.0452.00 SAGE ST/DUNN FLD	1152005226			101.03
						INVOICE TOTAL:	7,383.06
						VENDOR TOTAL:	7,383.06
MIDWED MIDWEST DOOR COMPANY							
2168	07/05/16	01	REPAIR GARAGE DOOR	1121005342		12/31/17	850.00
		02	MIDW DOOR CO-PAY TO LG UTILITY	1100001391			-850.00
						INVOICE TOTAL:	0.00
2350	02/13/17	01	GARAGE DOOR REPAIRS	1132105360		12/31/17	410.00
		02	MIDW DOOR CO-PAY TO LG UTILITY	1100001391			-410.00
						INVOICE TOTAL:	0.00
						VENDOR TOTAL:	0.00
MKCEL MKCELLULAR-LAKE GENEVA							
MKCLGIN8068	12/12/17	02	CELL PHONE-KROPF	1116105221		01/23/18	79.94
						INVOICE TOTAL:	79.94
						VENDOR TOTAL:	79.94
MUTUA MUTUAL OF OMAHA							
RE010518	01/20/18	01	CEM DISABILITY-AUG	4800005137		01/23/18	29.16
		02	PKG DISABILITY-AUG	4234505137			16.81
		03	CH DISABILITY-AUG	1110205134			155.07
		04	LIB DISABILITY-AUG	9900005137			58.04
		05	PD DISABILITY-AUG	1110205134			530.00
		11	STR DISABILITY-AUG	1110205134			212.75
		12	UTIL DISABILITY-AUG	1100001634			115.77

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INVOICE # / VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
MUTUA MUTUAL OF OMAHA							
RE010518	01/20/18	13	WWTF DISABILITY-AUG	1100001634		01/23/18	94.35
						INVOICE TOTAL:	1,211.95
						VENDOR TOTAL:	1,211.95
NAPAE ELKHORN NAPA AUTO PARTS							
103010	01/03/18	01	SANDER BULBS	1132125250		01/23/18	30.98
						INVOICE TOTAL:	30.98
						VENDOR TOTAL:	30.98
NEOPO NEOPOST USA INC							
15287744	12/27/17	01	INK	1116105532		01/23/18	181.50
						INVOICE TOTAL:	181.50
						VENDOR TOTAL:	181.50
OBORN OBORN, BLAINE							
REIMB WCMA DUES	01/01/18	01	WCMA 2018 DUES	1114205332		01/23/18	161.73
						INVOICE TOTAL:	161.73
						VENDOR TOTAL:	161.73
OFFIC OFFICE DEPOT							
929330371001	01/05/18	01	ADDRESS LABELS	1116105310		01/23/18	12.28
						INVOICE TOTAL:	12.28
932792394001	06/02/17	01	TIMECARDS	4234505310		01/23/18	36.49
						INVOICE TOTAL:	36.49
991522841001	12/20/17	01	BINDER,CALC RIB	1115105310		01/23/18	21.66
		02	CORR TAPE	1114305310			4.45
						INVOICE TOTAL:	26.11
991522842001	12/20/17	01	PAPER	1115105310		01/23/18	12.19

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INVOICE # / VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
OFFIC OFFICE DEPOT							
991522842001	12/20/17	02	DESK PAD	1124005310		01/23/18	59.49
						INVOICE TOTAL:	71.68
992914858001	12/29/17	01	CALC PAPER,TONER,LABELS	1116105310		01/23/18	71.31
						INVOICE TOTAL:	71.31
992915103001	12/29/17	01	CALENDAR	1124005310		01/23/18	18.99
						INVOICE TOTAL:	18.99
						VENDOR TOTAL:	236.86
ONE ONE CALL NOW							
SA71154	01/01/18	01	2018 ONE CALL SVC	1129005360		01/23/18	543.38
						INVOICE TOTAL:	543.38
						VENDOR TOTAL:	543.38
POWERT POWER TECH, LLC							
8564	01/03/18	01	COMM ELEC INSP-NOV/DEC	1124005219		01/23/18	1,130.00
						INVOICE TOTAL:	1,130.00
						VENDOR TOTAL:	1,130.00
RHYME RHYME BUSINESS PRODUCTS							
21888423	12/28/17	01	TASKALFA 3011-JAN	1124005310		01/23/18	208.24
						INVOICE TOTAL:	208.24
AR190968	12/28/17	01	M3550IDN-JAN	1112005361		01/23/18	20.00
						INVOICE TOTAL:	20.00
AR190969	12/28/17	01	SHARP-DEC B&W	1116105531		01/23/18	52.32
		02	SHARP-DEC COLOR	1116105531			84.75
						INVOICE TOTAL:	137.07
						VENDOR TOTAL:	365.31

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INVOICE # / VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
ROTE ROTE OIL COMPANY							
1736100412	12/27/17	01	104.4 GALS DYED DIESEL	1132105341		01/23/18	240.01
						INVOICE TOTAL:	240.01
1736100413	12/27/17	01	128.7 GALS CLEAR DIESEL	1132105341		01/23/18	335.78
						INVOICE TOTAL:	335.78
1800300618	01/03/18	01	17.9 GALS DYED DIESEL	1132105341		01/23/18	42.06
						INVOICE TOTAL:	42.06
1800300619	01/03/18	01	245.3 GALS CLEAR DIESEL	1132105341		01/23/18	652.26
						INVOICE TOTAL:	652.26
						VENDOR TOTAL:	1,270.11
SAFE SAFE STEP LLC							
2819	09/27/17	01	SIDEWALK GRINDING	1132105270		01/23/18	992.25
						INVOICE TOTAL:	992.25
						VENDOR TOTAL:	992.25
SHERW SHERWIN-WILLIAMS COMPANY							
3585-0	01/04/18	01	PARK BENCH PAINT	1152005352		01/23/18	84.58
						INVOICE TOTAL:	84.58
						VENDOR TOTAL:	84.58
SIMPLX SIMPLEXGRINNELL							
84359627	12/15/17	01	6V4AH BATTERY REPAIR	1151105240		01/23/18	386.54
						INVOICE TOTAL:	386.54
						VENDOR TOTAL:	386.54
SWWEIA SWWEIA							
DUES-2018	01/03/18	01	2018 MEMBERSHIP	1124005320		01/23/18	25.00
						INVOICE TOTAL:	25.00
						VENDOR TOTAL:	25.00

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INVOICE # / VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
T0001603 PARTSTREE.COM							
6500127	10/16/17	01	CHAIN SAW PARTS	1132135420		01/23/18	41.63
						INVOICE TOTAL:	41.63
						VENDOR TOTAL:	41.63
T0001604 EMILY J. KROGSTAD							
KROGSTAD	01/02/18	01	KROGSTAD-CN80F3SSQ4	1112004510		01/23/18	244.70
						INVOICE TOTAL:	244.70
						VENDOR TOTAL:	244.70
TITANP TITAN PUBLIC SAFETY SOLUTIONS							
4344	01/02/18	01	2018 TIPSS SUPPORT	1112005361		01/23/18	4,999.00
						INVOICE TOTAL:	4,999.00
						VENDOR TOTAL:	4,999.00
TJS TJ'S PLUMBING & WATER SVC							
1253	01/04/18	01	RPZ TESTING	1116105360		01/23/18	105.00
						INVOICE TOTAL:	105.00
						VENDOR TOTAL:	105.00
UTILI UTILITY SALES & SERVICE							
0064216-IN	12/20/17	01	AERIAL LIFT INSPECTION	1132105351		01/23/18	1,112.32
						INVOICE TOTAL:	1,112.32
						VENDOR TOTAL:	1,112.32
UWM UNIVERSITY OF WI-EXTENSION							
450072	01/10/18	01	CUST SVC SEMINAR-WASWO	1132105332		01/23/18	150.00
						INVOICE TOTAL:	150.00
						VENDOR TOTAL:	150.00
VANDE VANDEWALLE & ASSOCIATES INC							

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INVOICE # / VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
VANDE VANDEWALLE & ASSOCIATES INC							
201712023	12/18/17	01	PLANNING-DEC	1100001391		01/23/18	2,779.01
		02	PLANNING-DEC	1169305212			114.75
						INVOICE TOTAL:	2,893.76
						VENDOR TOTAL:	2,893.76
VERME VERMEER WISCONSIN INC							
22800	12/21/17	01	BELT,FUEL-CHIPPER	1132135420		01/23/18	540.52
						INVOICE TOTAL:	540.52
						VENDOR TOTAL:	540.52
WALCOT WALWORTH COUNTY TREASURER							
INV 64-246 12/17	12/31/17	01	COURT FINES-DECEMBER 2017	1112002420		01/23/18	752.40
						INVOICE TOTAL:	752.40
						VENDOR TOTAL:	752.40
WEENE WE ENERGIES							
RE010518	01/15/18	01	7891-194-618 JAN GAS BILL	1116105224		01/11/18	225.14
		03	7837-744-963 JAN GAS BILL	1122005224			47.47
		04	0480-524-472 JAN GAS BILL	4055105224			83.11
		06	0847-573-906 JAN GAS BILL-ST#2	1122005224			15.39
		07	5288-664-956 JAN GAS BILL	1151105224			35.98
		08	8052-439-940 JAN GAS BILL-1055	1132105224			8.41
		09	8017-524-022 JAN GAS BILL-1065	1132105224			10.00
		10	6602-046-262 JAN GAS BILL-1070	1132105224			10.00
		11	7283-171-261 JAN GAS BILL	1152015224			20.71
		12	1885-876-489 JAN GAS BILL	4800005224			180.99
		13	3843-358-997 JAN GAS BILL	9900005222			84.00
		14	5604-510-433 JAN GAS BILL	9900005222			204.00
						INVOICE TOTAL:	925.20
						VENDOR TOTAL:	925.20
WISC STATE OF WISCONSIN							

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INVOICE # / VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
WISC STATE OF WISCONSIN							
INV 64-246 12/17	12/31/17	01	COURT FINES-DECEMBER 2017	1112002424		01/23/18	2,231.15
						INVOICE TOTAL:	2,231.15
						VENDOR TOTAL:	2,231.15
WMCCA WI MUNICIPAL COURT CLERKS ASOC							
2018 DUES	01/02/18	01	2018 DUES	1112004510		01/23/18	80.00
						INVOICE TOTAL:	80.00
						VENDOR TOTAL:	80.00
YMCA YMCA							
RE010518	01/01/18	01	JAN/FEB PAYMENT	1170005760		01/23/18	9,000.00
						INVOICE TOTAL:	9,000.00
						VENDOR TOTAL:	9,000.00
ZARNO ZARNOTH BRUSH WORKS INC							
0167924-IN	12/19/17	01	SWEEPER PARTS	1132105351		01/23/18	65.50
						INVOICE TOTAL:	65.50
						VENDOR TOTAL:	65.50
ZSCAPE STEVEN ZLOTNIK AND ASSOC, LLC							
5733	01/11/18	01	POND MAINT-SEP	1152005362		01/23/18	300.00
						INVOICE TOTAL:	300.00
5739	10/31/17	01	POND MAINT-OCT	1152005362		01/23/18	300.00
						INVOICE TOTAL:	300.00
5745	11/30/17	01	POND MAINT-NOV	1152005362		01/23/18	300.00
						INVOICE TOTAL:	300.00
						VENDOR TOTAL:	900.00
						TOTAL ALL INVOICES:	141,622.89