



## FINANCE, LICENSE & REGULATION COMMITTEE

MONDAY, JULY 25, 2016 – 6:00 PM

COUNCIL CHAMBERS, CITY HALL

### AGENDA

1. Call to Order by Alderman Kordus
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 Finance, License and Regulation Committee Meeting minutes of July 11, 2016, as prepared and distributed.
5. **LICENSES & PERMITS**
  - a. Original 2016-2017 Operator's (Bartender) License applications filed by Michelle Basith, Kyle Carlson, Jack Golitz, Dayana Hernandez, Kerri Keisler, Lilian Montesinos, James Scully, and Joanne Sontag
  - b. Renewal of 2016-2017 Operator's (Bartender) License applications filed by Karlene Bull and Catherine Petrassi
6. Discussion/Recommendation on prohibiting parking on the South Side of Grant Street from Williams Street to Tomike Street *(Recommended by Public Works Committee on July 14, 2016)*
7. Discussion/Recommendation on prohibiting parking on the North Side of Campbell Street from South Wells Street to South Lake Shore Drive *(Recommended by Public Works Committee on July 14, 2016)*
8. Discussion/Recommendation on Engineering Service Agreement with Kapur & Associates, Inc for design and construction management of the 227 South Lake Shore Drive Parking Lot not to exceed \$15,412.00 from the Parking Fund *(Recommended by Public Works Committee on July 14, 2016)*
9. Discussion/Recommendation on Demolition and Removal of Hard Surfacing by Robert Stewart Excavating, Inc. for 227 South Lake Shore Drive Parking Lot not to exceed \$13,000.00 from the Parking Fund *(Recommended by Public Works Committee on July 14, 2016)*
10. Discussion/Recommendation on an Ordinance to prohibit unauthorized use of the Brush and Compost Drop-off Site on Carey Street at the Street Department *(Recommended by Public Works Committee on July 14, 2016)*
11. Discussion/Recommendation on request filed by William Chesen on behalf of the Lake Geneva Fire Bells Rehab Unit #64 to reserve and waive the parking fees for six parking stalls on the east side of the 100 block of Broad Street from the alleyway north to Main Street for the annual Lake Geneva Fire Bells fundraiser on Sunday, September 17, 2016
12. Discussion/Recommendation on Dan Larsen Landscape TIF4 Escrow Draw Request No 3 for \$10,937.00
13. Discussion/Recommendation on Down To Earth Contractors TIF4 Escrow Draw Request No 2 for \$2,949.00

14. Discussion/Recommendation on Giraffe Electric TIF4 Escrow Draw Request No 1 for \$1,702.76
15. Discussion/Recommendation on Hein TIF4 Escrow Draw Request No 3 for \$31,251.06
16. Discussion/Recommendation on Humphreys Contracting TIF4 Escrow Draw Request No 1 for \$9,999.35
17. Discussion/Recommendation on Lake Geneva Economic Development Corporation TIF4 Escrow Draw Request No 1 for \$25,867.50
18. Discussion/Recommendation on Systems Design TIF4 Escrow Draw Request No 1 for \$1,708.47
19. Discussion/Recommendation on Wil-surge Electric TIF4 Escrow Draw Request No 1 for \$7,650.00
20. Discussion/Recommendation on TIF Closing Audit Services with Schenck for a cost of \$6,500 funded by TIF4
21. First Reading of **Ordinance 16-11**, a Zoning Text Amendment to Sections 98-407: Substandard Lot Regulations; 98-706: Exterior Storage Standards for Residential, Office and Commercial Districts; 98-034: Definitions; and 98-206 Commercial Land Uses of the Municipal Zoning Code of the City of Lake Geneva, Wisconsin (*Plan Commission recommended on July 18, 2016*)
22. Discussion/Recommendation of Premier Resort Area Tourist Sales Tax and consideration of a corresponding Referendum (*Discussed at Committee of the Whole on June 6, 2016*)
23. **Presentation of Accounts**
  - a. Purchase Orders (none)
  - b. Prepaid Bills in the amount of \$12,696.57
  - c. Regular Bills in the amount of \$177,062.07

**24. 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.*

7/22/2016 3:15pm

cc: Committee Members, Mayor & remaining Council, Administrator, City Clerk, Attorney

**FINANCE, LICENSE & REGULATION COMMITTEE**  
**MONDAY, JULY 11, 2016 – 6:00 PM**  
**COUNCIL CHAMBERS, CITY HALL**

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

**Roll Call.** Present: Aldermen Kordus, Howell, and Gelting. Absent: Aldermen Horne and Chappell. Also Present: City Administrator Oborn, Comptroller Pollitt and Assistant City Clerk Gunderson.

**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.** None.

**Approval of Minutes.** Gelting/Howell motion to approve the Finance, License and Regulation Committee Meeting minutes of June 27, 2016, as prepared and distributed. Unanimously carried.

**LICENSES & PERMITS**

**Gelting/Howell motion to recommend approval of Park Reservation Permit Application filed by Adam Young to use Seminary Park and Pavilion on July 30, 2016 from 9:00am to 7:00pm for a 1<sup>st</sup> birthday party (recommended by the Board of Park Commissioners on July 6, 2016).** Unanimously carried.

**Gelting/Howell motion to recommend approval of Park Reservation Permit Application filed by Dixit Patel to use Flat Iron Park on August 6, 2016 from 9:00am to 6:00pm for a family picnic.** Unanimously carried.

**Gelting/Howell motion to recommend approval of Park Reservation Permit Application filed by Pam & Jim Georgalas to use Samuel Donian Park on September 30, 2016 from 3:00pm to 5:00pm for a wedding ceremony** Unanimously carried.

**Gelting/Howell motion to recommend approval of Change of Agent Application filed by Popeyes Galley & Grog LTD d/b/a Popeyes, 811 Wrigley Dr, to Dimitrius Anagnos, 148 Cass St, Lake Geneva.** Unanimously carried.

**Gelting/Howell motion to recommend approval of Temporary Alcohol License Premises Extension Application filed by American Legion post #24, 735 Henry St, to include fenced outdoor yard and garage areas during car show on Saturday, July 30, 2016 from 8:00am to 4:00pm**  
Alderman Kordus noted the garage is included for storage of extra beer. Unanimously carried.

**Gelting/Howell motion to recommend approval of Original 2016-2017 Operator's (Bartender) License applications as listed in packet.** Unanimously carried.

**Gelting/Howell motion to recommend approval of Renewal of 2016-2017 Operator's (Bartender) License applications filed by Chad Arnett, James Georgalas, Jay McNulty, Adam Miskie and John Renko.** Unanimously carried.

**Gelting/Howell motion to recommend approval of Renewal Massage Establishment License application filed by Lake Geneva Massage Therapy.** Unanimously carried.

**Renewal Taxi Driver License application filed by Brandon Frank (approved by Police Chief; informational only)**

**First Reading of Ordinance 16-07, amending Chapter 62, Sidewalks and Other Public Places, adding Sections 62-300 through 62-327, Article X. Right of Way Occupancy and Permitting**

**First Reading of Ordinance 16-08, amending Chapter 54, Parks and Recreation, Article II. Rules of Conduct and Behavior, Section 54-34(5), Fires, to restrict grilling to Seminary Park and Donian Park**

**First Reading of Ordinance 16-09, amending Chapter 74, Traffic and Vehicles, Article IV. Bicycles, Skateboards, Roller Skates, Section 74-157, Riding in Certain Areas Prohibited, to include the Brunk Pavilion**

**First Reading of Ordinance 16-10, amending Chapter 74, Traffic and Vehicles, Article VI, Traffic Code, Section 74-210, Parking Regulations, subsection (a)1 No Parking, Standing or Stopping Zones, adding no parking in front of 322 Warren Street**

**Gelting/Howell motion to recommend approval of Dan Larson Landscape TIF4 Escrow Draw Request No 2 for \$6,129.00.** Unanimously carried.

**Gelting/Howell motion to recommend approval of Down To Earth Contractors TIF4 Escrow Draw Request No 1 for \$4,551.00.** Unanimously carried.

**Gelting/Howell motion to recommend approval of Systems Design TIF4 Escrow Draw Request No 1 for \$1,708.47.** Unanimously carried.

**Discussion/Recommendation on Compensation Policy** *(recommended by Personnel Committee on June 30, 2016)*

Kordus/Gelting motion to approve Option #2. City Administrator Oborn explained the first option was not selected by the Council as they wanted to see more weighted options. Option #2 is a hybrid. Alderman Howell asked if it was a bonus or increase. Mr. Oborn replied it is an increase. There is a provision that if an employee is at the max, they just get a yearly bonus. Adjusting the table with COLA increases will keep people from hitting the max. It is based off of merit. Mr. Kordus asked for a recommendation because it ties into the budget. Mr. Howell noted this is what was approved at personnel. Mr. Gelting said it is evolving in the right direction as this will help to educate managers how to evaluate employees and adjust wages for staff. Mr. Oborn said most people are over the midpoint. The idea is to accelerate all levels to mid. Unanimously carried.

**Howell/Gelting motion to recommend approval of Police Department Civilian Employee Handbook** *(recommended by Personnel Committee on June 30, 2016)*. This mirrors the City handbook. Mr. Gelting is working with the Library for consistency with the whole City. Mr. Kordus felt it is a step in the right direction. Mr. Oborn added it is a good compromise. Unanimously carried.

**Discussion/Action on Resolution 16-R41, revising the Part-time Staff Pay** *(recommended by Personnel Committee on June 30, 2016)*. The interim Fire Chief was already previously approved. The range was already done for part-timers and the PD Reserves but this puts it in a resolution. The Code Enforcer position is vacant at this time. This gives Mr. Oborn flexibility rather than having a flat amount. Mr. Gelting asked if this is setting a minimum and letting the City Administrator to negotiate. Mr. Oborn continued once this is in place salaries won't be seen anymore, only ranges. Gelting/Howell motion to approve. Unanimously carried.

**Discussion/Action on Riviera lease advertising services with corresponding listing agreement** *(recommended by Piers, Harbors and Lakefront Committee on June 30, 2016)*. This is to advertise for space B in the concourse, the largest space. There have been a number of showings but not anything successful. Mr. Oborn was asked by the Piers, Harbors and Lakefront Committee to solicit a proposal from a realtor to advertise.

Kordus/Gelting motion to recommend listing agreement. Mr. Gelting added he doesn't see much information about the agent provided. He asked if there is more known of his experience on this type of listing. Mr. Oborn added this will allow us to advertise in Lake and Country magazine. It will also get web exposure. Large spaces would call for a more national term but this is fitting for this type of space. It is less work for us and will hopefully widen the marketing. Mr. Gelting questioned if interviews were done. Mr. Oborn answered he was directed to use this specific Realtor. He is one of the key people who knows how to advertise in Keefe's magazine. The agreement is a 6 month contract which Mr. Oborn was comfortable with due to the City's seasonality.

Kordus/Gelting motion an amendment to list with Mark Larkin for a 6 month term starting within 30 days pending City Attorney review of contract agreement. Unanimously carried.

**Gelting/Howell motion to recommend approval of hiring an additional full time Police Officer until March 2017** Alderman Kordus questioned if it would be hard to find someone to only work for a limited term. Mr. Oborn explained it is permanent but in March the Assistant Chief will retire as well as two more Officers. Mr. Kordus stated this is a roll in so we are back filled so they are trained when the time comes. Mr. Oborn continued that this is

allowing us to have more sworn Officers through March. It is more of a training period. He hopes it will be a wash on the budget side. Unanimously carried.

**Presentation of Accounts – Alderman Kordus**

**Purchase Orders.** None.

**Gelting/Howell motion to recommend approve of Prepaid Bills in the amount of \$2,351.22.** Unanimously carried.

**Gelting/Howell motion to recommend approve of Regular Bills in the amount of \$404,939.64.** Alderman Gelting questioned the Gage Marine and drawings for Elmer’s Pier. Mr. Oborn noted Gage drew the drawings and they are just getting around to invoicing the City. They did build it themselves, but it did go out to bid. They helped with the permit process as well. Mr. Gelting asked if this was negotiated as part of the lease extension. Mr. Kordus explained this was the pier that was collapsing. Mr. Oborn said shifting the location made it go up about \$2,000. The pier is the City’s. The tenant waived their right to go after the City for loss of income. Mr. Gelting stated it was then somewhat negotiated. Mr. Oborn stated it was designed both ways and was bid out both ways. Mr. Kordus noted the drawings were done for bidding purposes. Mr. Oborn said there may have been a large variance, so it was done to see what the options would be. A large part of cost was the installation. Unanimously carried.

**Adjournment.** Gelting/Kordus motion to adjourn at 6:30 pm. Unanimously carried.

/s/ Stephanie Gunderson, Assistant City Clerk

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



# REGULAR CITY COUNCIL MEETING

## MONDAY, JULY 25, 2016 – 7:00 PM

### COUNCIL CHAMBERS, CITY HALL

#### AGENDA

1. Mayor Kupsik calls the meeting to order
2. Pledge of Allegiance – Alderman Chappell
3. Roll Call
4. Awards, Presentations, and Proclamations
5. Re-consider business from previous meeting
6. Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda, except for public hearing items. Comments will be limited to 5 minutes.
7. Acknowledgement of Correspondence
8. Approve Regular City Council Meeting minutes of July 11, 2016, as prepared and distributed
9. **CONSENT AGENDA.** Any item listed on the consent agenda may be removed at the request of any member of the Council. The request requires no second, is not discussed, and is not voted upon.
  - a. Original 2016-2017 Operator’s (Bartender) License applications filed by Michelle Basith, Kyle Carlson, Jack Golitz, Dayana Hernandez, Kerri Keisler, Lilian Montesinos, James Scully, and Joanne Sontag
  - b. Renewal of 2016-2017 Operator’s (Bartender) License applications filed by Karlene Bull and Catherine Petrassi
10. Item removed from the Consent Agenda
11. Second Reading of **Ordinance 16-07**, amending Chapter 62, Sidewalks and Other Public Places, adding Sections 62-300 through 62-327, Article X. Right of Way Occupancy and Permitting
12. Second Reading of **Ordinance 16-09**, amending Chapter 74, Traffic and Vehicles, Article IV. Bicycles, Skateboards, Roller Skates, Section 74-157, Riding in Certain Areas Prohibited, to include the Brunk Pavilion
13. Second Reading of **Ordinance 16-10**, amending Chapter 74, Traffic and Vehicles, Article VI, Traffic Code, Section 74-210, Parking Regulations, subsection (a)1 No Parking, Standing or Stopping Zones, adding no parking in front of 322 Warren Street
14. **Finance, License and Regulation Committee Recommendations – Alderman Kordus**
  - a. Discussion/Action on prohibiting parking on the South Side of Grant Street from Williams Street to Tomike Street (*Recommended by Public Works Committee on July 14, 2016*)

- b. Discussion/Action on prohibiting parking on the North Side of Campbell Street from South Wells Street to South Lake Shore Drive *(Recommended by Public Works Committee on July 14, 2016)*
- c. Discussion/Action on Engineering Service Agreement with Kapur & Associates, Inc for design and construction management of the 227 South Lake Shore Drive Parking Lot not to exceed \$15,412.00 from the Parking Fund *(Recommended by Public Works Committee on July 14, 2016)*
- d. Discussion/Action on Demolition and Removal of Hard Surfacing by Robert Stewart Excavating, Inc. for 227 South Lake Shore Drive Parking Lot not to exceed \$13,000.00 from the Parking Fund *(Recommended by Public Works Committee on July 14, 2016)*
- e. Discussion/Action on an Ordinance to prohibit unauthorized use of the Brush and Compost Drop-off Site on Carey Street at the Street Department *(Recommended by Public Works Committee on July 14, 2016)*
- f. Discussion/Action on request filed by William Chesen on behalf of the Lake Geneva Fire Bells Rehab Unit #64 to reserve and waive the parking fees for six parking stalls on the east side of the 100 block of Broad Street from the alleyway north to Main Street for the annual Lake Geneva Fire Bells fundraiser on Sunday, September 17, 2016
- g. Discussion/Action on Dan Larsen Landscape TIF4 Escrow Draw Request No 3 for \$10,937.00
- h. Discussion/Action on Down To Earth Contractors TIF4 Escrow Draw Request No 2 for \$2,949.00
- i. Discussion/Action on Giraffe Electric TIF4 Escrow Draw Request No 1 for \$1,702.76
- j. Discussion/Action on Hein TIF4 Escrow Draw Request No 3 for \$31,251.06
- k. Discussion/Action on Humphreys Contracting TIF4 Escrow Draw Request No 1 for \$9,999.35
- l. Discussion/Action on Lake Geneva Economic Development Corporation TIF4 Escrow Draw Request No 1 for \$25,867.50
- m. Discussion/Action on Systems Design TIF4 Escrow Draw Request No 1 for \$1,708.47
- n. Discussion/Action on Wil-surge Electric TIF4 Escrow Draw Request No 1 for \$7,650.00
- o. Discussion/Action on TIF Closing Audit Services with Schenck for a cost of \$6,500 funded by TIF4
- p. First Reading of **Ordinance 16-11**, a Zoning Text Amendment to Sections 98-407: Substandard Lot Regulations; 98-706: Exterior Storage Standards for Residential, Office and Commercial Districts; 98-034: Definitions; and 98-206 Commercial Land Uses of the Municipal Zoning Code of the City of Lake Geneva, Wisconsin *(Plan Commission recommended on July 18, 2016)*
- q. Discussion/Action of Premier Resort Area Tourist Sales Tax and consideration of a corresponding Referendum *(Discussed at Committee of the Whole on June 6, 2016)*

#### **15. Plan Commission Recommendations – Alderman Skates**

- a. Discussion/Action on a General Development Plan (GDP) Application filed by Peter Jurgens for Oakfire Restaurant, 831 Wrigley Drive, Lake Geneva, for building Modifications to include a rear addition, and a new second floor with indoor and outdoor seating in the Central Business (CB) zoning district at 831 Wrigley Drive, Tax Key No. ZOP 00340 including all staff recommendations and finding of fact *(Plan Commission recommended on July 18, 2016)*

- b. Discussion/Action on a Precise Implementation Plan (PIP) Application filed by Peter Jurgens for Oakfire Restaurant, 831 Wrigley Drive, Lake Geneva, for building Modifications to include a rear addition, and a new second floor with indoor and outdoor seating in the Central Business (CB) zoning district at 831 Wrigley Drive, Tax Key No. ZOP 00340 including all staff recommendations, finding of fact, alley to be passable by end of work day, wood sample presented at Plan Commission to be product used for all wood references on plan, smooth sample of concrete presented at Plan Commission to be used for all precast sections, both wood and precast be used below front windows as shown on plan, emergency services be notified 48 hours in advance when road and alley is going to be blocked by construction equipment, exterior construction to be completed between November 1st and April 30th, roof panels to be bronze color to match window surrounds, Hardy Board to be standard 6” overlap, notify neighbors when road or alley will be blocked, protect street and curb from damage, and fire sprinklers are required (*Plan Commission recommended on July 18, 2016*)
  
- c. Discussion/Action on **Resolution 16-R42**, a Conditional Use Application filed by Lyle Fitterer, 1040 San Jose Drive, Elm Grove, IL 53122, to install an accessory structure (Pier) closer to the lake shore than the primary structure, within Lakeshore Overlay Zoning District located at 63 Hillside Drive, Lake Geneva, Tax Key No. ZYUP 00094I including all staff recommendations and finding of fact (*Plan Commission recommended on July 18, 2016*)

**16. Presentation of Accounts**

- a. Purchase Orders (none)
- b. Prepaid Bills in the amount of \$12,696.57
- c. Regular Bills in the amount of \$177,062.07

**17. Mayoral Appointments (None)**

**18. 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.*

7/22/2016 3:15pm

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

**REGULAR CITY COUNCIL MEETING  
MONDAY, JULY 11, 2016 – 7:00 PM  
COUNCIL CHAMBERS, CITY HALL**

Mayor Kupsik called the meeting to order at 7:00p.m.

The Pledge of Allegiance was led by Alderman Howell

**Roll Call.** Present: Mayor Kupsik, Aldermen Chappell, Skates, Kordus, Flower, Gelting, Howell. Absent: Aldermen Horne and Hedlund. Also Present: City Attorney Draper, City Administrator Oborn, Comptroller Pollitt and Assistant City Clerk Gunderson.

**Awards, Presentations, and Proclamations.**

Parking Manager Sylvia Mullally acknowledged the City's parking enforcement staff. Ms. Mullally stated one staff member recently helped a lost toddler and assisted with finding the mother and translating. Other staff members recently helped with an individual who was having a seizure on the sidewalk. They did a great job for the City and do much more than just parking enforcement. Parking Enforcement Officers Clarissa Roman and Lucy Zelinski thanked the Council for the opportunity to work for the City.

Mayor Kupsik read a letter from Patricia Scolaro thanking the Lake Geneva Fire and Police Departments for helping her when she had car trouble during her visit.

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

**Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda, except for public hearing items. Comments will to be limited to 5 minutes.** None.

**Acknowledgement of Correspondence.**

Assistant City Clerk Gunderson noted a letter was received on July 8, 2016 from Patricia Scolaro thanking the Lake Geneva Fire and Police Departments for helping her when she had car trouble during her visit.

**Approval of Minutes.** Skates/Kordus motion to approve the Regular City Council Meeting minutes of June 27, 2016, as prepared and distributed. Unanimously carried.

**Presentation of 2015 Financial Audit by David Maccoux, CPA of Schenck SC**

Mr. Maccoux gave a presentation on the annual financial audit and management communications. The annual report represents the City of Lake Geneva's financial position and results of operations for the year ended December 31, 2015.

**Acceptance of 2015 Financial Audit and Report, as presented by Schenck SC**

Gelting/Kordus motion to accept. Comptroller Pollitt said this is the first year that Schenk did the BID audit and she has the reports if needed. Unanimously carried.

**Consent Agenda**

**Park Reservation Permit Application filed by Adam Young to use Seminary Park and Pavilion on July 30, 2016 from 9:00am to 7:00pm for a 1<sup>st</sup> birthday party (recommended by the Board of Park Commissioners on July 6, 2016)**

**Park Reservation Permit Application filed by Dixit Patel to use Flat Iron Park on August 6, 2016 from 9:00am to 6:00pm for a family picnic**

**Park Reservation Permit Application filed by Pam & Jim Georgalas to use Samuel Donian Park on September 30, 2016 from 3:00pm to 5:00pm for a wedding ceremony**

**Change of Agent Application filed by Popeyes Galley & Grog LTD d/b/a Popeyes, 811 Wrigley Dr, to Dimitrius Anagnos, 148 Cass St, Lake Geneva**

**Temporary Alcohol License Premises Extension Application filed by American Legion Post #24, 735 Henry St, to include fenced outdoor yard and garage areas during car show on Saturday, July 30, 2016 from 8:00am to 4:00pm**

**Original 2016-2017 Operator's (Bartender) License applications as listed in packet**

**Renewal of 2016-2017 Operator's (Bartender) License applications filed by Chad Arnett, James Georgalas, Jay McNulty, Adam Miskie, and John Renko**

**Renewal Massage Establishment License applications filed by Lake Geneva Massage Therapy**

**Renewal Taxi Driver License application filed by Brandon Frank (approved by Police Chief; informational only)**

Howell/Gelting motion to approve.

Roll Call: Chappell, Skates, Kordus, Flower, Gelting, Howell voting "yes." Unanimously carried.

**Items removed from the Consent Agenda.** None.

**Finance, License and Regulation Committee Recommendations – Alderman Kordus**

**First Reading of Ordinance 16-07, amending Chapter 62, Sidewalks and Other Public Places, adding Sections 62-300 through 62-327, Article X. Right of Way Occupancy and Permitting**

**First Reading of Ordinance 16-08, amending Chapter 54, Parks and Recreation, Article II. Rules of Conduct and Behavior, Section 54-34(5), Fires, to restrict grilling to Seminary and Donian Park**

Kordus/Skates motion to move to second reading. Unanimously carried.

Kordus/Skates motion to accept **Ordinance 16-08** as written. Alderman Flower asked how the Fire Department felt about this. Mr. Oborn said they were fine with it. City Attorney Draper noted previously the way the ordinance was written is that you could barbeque in any park in the city but this will restrict it to these two areas.

Roll Call: Chappell, Skates, Kordus, Flower, Gelting, Howell voting "yes." Unanimously carried.

**First Reading of Ordinance 16-09, amending Chapter 74, Traffic and Vehicles, Article IV. Bicycles, Skateboards, Roller Skates, Section 74-157, Riding in Certain Areas Prohibited, to include the Brunk Pavilion**

**First Reading of Ordinance 16-10, amending Chapter 74, Traffic and Vehicles, Article VI, Traffic Code, Section 74-210, Parking Regulations, subsection (a)1 No Parking, Standing or Stopping Zones, adding no parking in front of 322 Warren Street**

**Kordus/Gelting motion to approve the Dan Larson Landscape TIF4 Escrow Draw Request No 2 for \$6,129.00**

Roll Call: Chappell, Skates, Kordus, Flower, Gelting, Howell voting "yes." Unanimously carried.

**Kordus/Gelting motion to approve the Down To Earth Contractors TIF4 Escrow Draw Request No 1 for \$4,551.00**

Roll Call: Chappell, Skates, Kordus, Flower, Gelting, Howell voting "yes." Unanimously carried.

**Kordus/Gelting motion to approve the Systems Design TIF4 Escrow Draw Request No 1 for \$1,708.47**

Alderman Gelting asked if we are on budget for these items. Mr. Oborn stated yes. This is for Riviera grounds. If it does go over the Beautification Committee covers everything over \$100,000. Mr. Gelting asked if they are tracking on budget. Mr. Oborn said yes the money is frozen. Mr. Kordus stated it would be noted if they were to pull money from another area. Roll Call: Chappell, Skates, Kordus, Flower, Gelting, Howell voting "yes." Unanimously carried.

**Discussion/Action on Compensation Policy (recommended by Personnel Committee on June 30, 2016)**

Kordus/Gelting motion to accept Option 2. Option 2 is a hybrid. Option 1 was sent to Council and was sent back because it covered automatic increases. Option 2 splits it up. Performance is rated in all areas. It accelerates people to the mid, but it is performance based as well. It is weighted all the way through. Option 3 was the option that had 100%, 70% and 40% all the way across but you are accelerating above and below mid. Two issues would be allowances for the City Administrator to approve between the minimum and midpoint for new hires without Council approval and natural promotion classifications. Ultimately the resolution will focus on what the ranges are. Alderman Kordus noted at FLR it was understood this is not where we want to be but it is a good stepping point. It sets expectations for staff and managers. Alderman Flower agrees that it is good to be moving in the right direction and would like this to be reviewed at least annually. Mr. Oborn stated this helps to get this implemented before we start the 2017 budget process.

Roll Call: Chappell, Skates, Kordus, Flower, Gelting, Howell voting “yes.” Unanimously carried.

**Kordus/Gelting motion to approve the Police Department Civilian Employee Handbook** (*recommended by Personnel Committee on June 30, 2016*). Alderman Kordus the intent is to have every department in the City under the same handbook with certain exceptions. The Library is also under the same process.

Roll Call: Chappell, Skates, Kordus, Flower, Gelting, Howell voting “yes.” Unanimously carried.

**Kordus/Gelting motion to approve Resolution 16-R41, revising the 2016 Part-time Staff Pay** (*recommended by Personnel Committee on June 30, 2016*). Mr. Oborn noted this gives flexibility. Down the road the wages will phase out and we will focus on the minimum, mid and maximum ranges as well as the grade.

Roll Call: Chappell, Skates, Kordus, Flower, Gelting, Howell voting “yes.” Unanimously carried.

**Discussion/Action on Riviera lease advertising services with corresponding listing agreement** (*recommended by Piers, Harbors and Lakefront Committee on June 30, 2016*)

Kordus/Skates to approve the Riviera lease advertising service with corresponding listing agreement for 6 months to include City Attorney’s review of the contract.

Roll Call: Chappell, Skates, Kordus, Flower, Gelting, Howell voting “yes.” Unanimously carried.

**Kordus/Gelting motion to approve the hiring of an additional full time Police Officer until March 2017**

Alderman Kordus explained this is an additional step above due to upcoming retirements. This is considered a training period and not a permanent increase in staff. Mr. Oborn noted we are not guaranteeing they will stay within budget.

Roll Call: Chappell, Skates, Kordus, Flower, Gelting, Howell voting “yes.” Unanimously carried.

#### **Presentation of Accounts – Alderman Kordus**

**Purchase Orders.** None.

**Kordus/Gelting motion to approve Prepaid Bills in the amount of \$2,351.22**

Roll Call: Chappell, Skates, Kordus, Flower, Gelting, Howell voting “yes.” Unanimously carried.

**Kordus/Gelting motion to approve Regular Bills in the amount of \$404,939.64**

Roll Call: Chappell, Skates, Kordus, Flower, Gelting, Howell voting “yes.” Unanimously carried.

#### **Mayoral Appointments.**

**Accept Alderman Chris Gelting’s resignation as liaison to the Police and Fire Commission and Appoint Alderman Ken Howell as liaison to the Police and Fire Commission**

Gelting/Kordus motion to accept the resignation of Chris Gelting as the liaison to the Police and Fire Commission

Roll Call: Chappell, Skates, Kordus, Flower, Gelting, Howell voting “yes.” Unanimously carried.

Kordus/Skates motion to appoint Alderman Ken Howell as the liaison to the Police and Fire Commission effective immediately. Roll Call: Chappell, Skates, Kordus, Flower, Gelting, Howell voting “yes.” Unanimously carried.

#### **Closed Session**

**Kordus/Skates motion to go into Closed Session pursuant to Wis. Stat. 19.85 (1)(d) considering specific applications of probation, extended supervision or parole, or considering strategy for crime detection or prevention – to wit**

**Crime Prevention Techniques pertaining to City Buildings and to include the Police Chief, City Administrator, City Attorney, Assistant City Clerk and Parking Manager.**

Roll Call: Chappell, Skates, Kordus, Flower, Gelting, Howell voting “yes.” Unanimously carried.

The Council entered into closed session at 8:10 pm.

**Open Session**

**Kordus\Chappell motion to return to open session pursuant to Wisconsin Statutes 19.85 (2) and take action on any items discussed in closed session**

Roll Call: Chappell, Skates, Kordus, Flower, Gelting, Howell voting “yes.” Unanimously carried.

Council entered into open session at 8:56 pm.

Kordus/Howell motion to upgrade security as discussed in closed session with \$2,000 from capital improvements and \$5,000 from contingency.

Roll Call: Chappell, Skates, Kordus, Gelting, Howell voting “yes.” Motion carried 5 to 1 with Alderman Flower voting “no”.

**Adjournment.** Kordus/Gelting motion to adjourn at 8:58 pm. Unanimously carried.

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/s/ Stephanie Gunderson, Assistant City Clerk

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

# City of Lake Geneva

Licenses Issued Between: 7/25/2016 and 7/25/2016

Date: 7/21/2016

Time: 2:43 PM

Page: 1

## Operator's Regular - Original

<u>Issued</u>	<u>License No</u>	<u>Customer</u>	<u>Address</u>	<u>Total</u>
7/25/2016	2016 -252	Michelle Basith Employer: Walgreens #5600	W3829 Lincoln Dr 351 N Edwards Blvd	Lake Geneva, WI 53147 50.00
7/25/2016	2016 -253	Kyle A. Carlson Employer: Tuscan Tavern & Grill / LG Hos	N1489 Jasmine Dr 430 N Broad St	Genoa City, WI 53147 50.00
7/25/2016	2016 -254	Jack Golitz Employer: Baker House / Stone Soup LLC	N1677 Washington Ave 327 Wrigley Dr	Lake Geneva, WI 53147 50.00
7/25/2016	2016 -255	Dayana Hernandez Employer: Baker House / Stone Soup LLC	1212 E Pinecrest Lane 327 Wrigley Dr	Elkhorn, WI 53121 50.00
7/25/2016	2016 -256	Kerri Ann Keisler Employer: Target Store T-2348	417 Lower Horseshoe Dr 660 N. Edwards Blvd.	Twin Lakes, WI 53147 50.00
7/25/2016	2016 -257	Lilian Montesinos Employer: Walgreens #5600	140 W School St #318 351 N Edwards Blvd	Sharon, WI 53147 50.00
7/25/2016	2016 -258	James Scully Employer: Hogs & Kisses Inc	107 S Cogswell Dr 149 Broad St	Silver Lake, WI 53147 50.00
7/25/2016	2016 -259	Joanne Sontag Employer: Walgreens #5600	1201 Wells St Unit A 351 N Edwards Blvd	Lake Geneva, WI 53147 50.00

## Operator's Regular - Original

Count: 8

# City of Lake Geneva

Licenses Issued Between: 7/26/2016 and 7/26/2016

Date: 7/21/2016

Time: 2:47 PM

Page: 1

## Operator's Regular - Renewals

<u>Issued</u>	<u>License No</u>	<u>Customer</u>	<u>Address</u>	<u>Total</u>	
7/26/2016	2016 -260	Karlene S. Bull Employer: The Red Geranium Restaurant /	PO Box 265 393 N. Edwards Blvd.	Lyons, WI 53148 Lake Geneva, WI 53147	50.00
7/26/2016	2016 -261	Catherine M. Petrassi Employer: Cove Condominium Assoc.	32200 45th St 111 Center St.	Apt 42 Burlington, WI 53 Lake Geneva, WI 53147	50.00
			<b>Count:</b>	<b>2</b>	

## **ORDINANCE 16-07**

### **AN ORDINANCE AMENDING CHAPTER 62, SIDEWALKS AND OTHER PUBLIC PLACES OF THE MUNICIPAL CODE OF THE CITY LAKE GENEVA, WISCONSIN**

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

1. That Chapter 62, Sidewalks and Other Public Places, of the Municipal Code of the City of Lake Geneva, Wisconsin, is hereby amended by adding Article X, Right of Way Occupancy, Sections 62-300 through 62-327 which Articles and Sections shall read as follows:

#### **Article X. Right of Way Occupancy**

##### **Sec. 62-300. Findings and Purpose.**

The City finds that the passage of the Telecommunications Act of 1996 has resulted in increased use of the public rights-of-way and increased costs to the taxpayers of the City and that these costs are likely to continue into the foreseeable future.

The City finds that excavation and occupancy of the public rights-of-way causes direct and indirect costs to be borne by the City and its taxpayers, including but not limited to:

1. Administrative costs associated with public right-of-way projects, such as registration, permitting, inspection and supervision, supplies and materials.
2. Management costs associated with ongoing management activities necessitated by public rights-of-way users.
3. Repair costs to the roadway associated with the actual excavation into the public right-of-way.
4. Degradation costs defined as depreciation caused to the roadway in terms of decreased useful life, due to excavations into the public rights-of way.

In response to the foregoing facts, the City hereby enacts this new ordinance relating to administration of and permits to excavate, obstruct and/or occupy the public rights-of-way, together with an ordinance making necessary revisions to other Code provisions. This ordinance imposes reasonable regulations on the placement and maintenance of facilities currently within its rights-of-way or to be placed therein at some future time. It is intended to complement the regulatory roles of state and federal agencies.

The City's authority to enact this ordinance is pursuant, but not limited to, the following federal, state and local authority: 47 U.S.C 253(c); Sec. 62.11(5), Wis. Stats.; Sec. 66.0425, Wis. Stats.; Sec. 66.0915, Wis. Stats.; Sec. 86.16, Wis. Stats.; Sec. 182.017, Wis. Stat; Sec. 196.58(1), Wis. Stats; Sec. 196.499(1), Wis. Stats., and §§ 98-206, 62.31-62.38, 62-96, and 62-241 through 62-251 of the Municipal Code of the City of Lake Geneva.

The purpose of this ordinance is to provide the City a legal framework within which to regulate and manage the public right-of-way, and to provide for recovery of costs. This ordinance provides for the health, safety and welfare of the residents of the City as they use the rights-of-way of the City, as well as to ensure the structural integrity of the public rights-of-way. The City desires to minimize and anticipate the number of excavations taking place thereon and to regulate the placement of facilities with the rights-of-way to ensure that they remain available for public services. The taxpayers of the City bear the financial burden for the upkeep of the right-of-way. A primary cause for the early and excessive deterioration of its rights-of-way is the frequent excavation by persons who locate facilities therein.

Under this chapter, all persons who excavate, obstruct and/or occupy the public rights-of-way will reimburse the City's administrative ongoing management and degradation costs. Right-of-way users will bear a fair share of the financial responsibility for the integrity of the public rights-of-way.

### **Sec. 62-301. Definitions**

The following definitions apply in this ordinance. References hereafter to "sections" are unless otherwise specified references to sections in this ordinance. Defined terms remain defined terms whether or not capitalized.

"Alternative Telecommunications Utility Other" has the meaning in Section 196.01 of the Wisconsin Statutes.

"Applicant" means any person requesting permission to excavate, obstruct and/or or occupy a right-of-way.

"City" means the City of Lake Geneva, Wisconsin a Wisconsin municipal corporation.

"Degradation" means the accelerated depreciation of the right-of-way, caused by an excavation of the right-of- way, resulting in the need to reconstruct such right-of-way earlier than would be required if the excavation did not occur

"Department" means the Department of Public Works of the City.

"Department Inspector" means any person authorized by the Department to carry out inspections related to the provisions of this Article.

"Emergency" means a condition that (1) poses a clear and immediate danger to life or health, or of a significant loss of property; or (2) requires immediate repair or replacement in order to restore service to a customer.

"Excavate" means to dig into or in any way remove or physically disturb or penetrate any part of a right-of-way.

“Facilities” means all equipment owned, operated, leased or subleased in connection with the operation of a service or utility service, and shall include but is not limited to poles, wires, pipes, cables, underground conduits, ducts, manholes, vaults, fiber optic cables, lines and other structures and appurtenances.

“In,” when used in conjunction with “right-of-way,” means over, above, in, within on or under a right-of-way.

“Local Representative” means a local person or persons, or designee of such person or persons, authorized by a registrant to accept service and to make decisions for that registrant regarding all matters within the scope of this Article.

“Obstruct” means to place any object in a right-of-way so as to hinder free and open passage over that or any part of the right-of-way.

“Occupy” means to dwell or reside above, on, in, or below the boundaries of the public right-of-way.

“Permittee” means any person to whom a permit to excavate or occupy a right-of-way has been granted by the City under this Article.

“Person” means municipality, corporation, company, association, firm, partnership, limited liability company, limited liability partnership and individuals and their lessors, transferees and receivers.

“PSC” means the Public Service Commission of the State of Wisconsin.

“Public Utility has the meaning provided in Sec. 196.01(5), Wis. Stats.

“Registrant” means any person who has registered with the City (1) to have its facilities located in any right-of-way, or (2) to use or seek to occupy or use the right-of-way or any facilities in the right-of-way.

“Repair” means to perform construction work necessary to make the right-of-way useable for travel, according to department specifications, or to return facilities to an operable condition.

“Repair Bond” means a performance bond, a letter of credit, or cash deposit posted to ensure the availability of sufficient funds to assure that right-of way excavation repair work is completed in both a timely and quality manner, per department specifications.

“Right-of-Way” means the surface and space above and below a public roadway, highway, street, bicycle lane and public sidewalk in which the City has an interest, including other dedicated rights-of-way for travel purposes.

“Service” or “Utility Service” includes municipal sewer and water services and also includes, except as provided herein, but is not limited to (1) those services provided by a public utility as

defined in Sec. 196.01(5), Wis. Stats.; (2) telecommunications, pipeline, fire and alarm communications, water, electricity, light, heat, cooling energy, or power services; (3) the services provided by a district heating or cooling system; and (4) cable service as defined and regulated under 47 U.S.C. 521 through 573. Wireless telecommunications service and cellular mobile radio telecommunications (CMRS) services as defined by Section 332(d) of the Federal Communications Act of 1996 (47 U.S.C. 332 (d)(1)) are excluded, unless these services have a presence in the right-of-way.

“Supplementary Application” means an application made to excavate or obstruct more of the right-of-way than allowed in or to extend, a permit that had already been issued.

“Telecommunications Carrier” has the meaning in Sec. 196.01, Wis. Stats.

“Telecommunications Provider” has the meaning in Sec. 196.01, Wis. Stats.

“Telecommunications Rights-of-Way User” means a person owning or controlling a facility in the public right-of-way, or seeking to own or control a facility in the public right-of-way that is used or is intended to be used for transporting telecommunication or other voice or data information. This includes Telecommunications Providers, Utilities, ATUs, and Carriers.

“Telecommunications Service” means the offering for sale or the conveyance of voice, data or other information at any frequency over any part of the electromagnetic spectrum, including the sale of service for collection, storage, forwarding, switching and delivery incidental to such communication and including the regulated sale of customer premises equipment. Telecommunications Service does not include cable television service, wireless service or broadcast service.

“Telecommunications Utility” has the meaning in Sec. 196.01, Wis. Stats.

“Unusable Facilities” means facilities in the right-of-way which have remained unused for one year and for which the registrant is unable to provide proof that it has either a plan to begin using them within the next twenty-four (24) months or a potential purchaser or user of the facilities.

## **Sec. 62-302. Administration**

The Department of Public Works (“Department”) is responsible for the administration of the rights-of-way, and the permits and ordinances related thereto.

## **Sec. 62-303. Registration for Right-of-Way Occupancy**

(a) Registration. Each person who occupies, uses, or seeks to occupy or use, the right-of-way or any facilities in the right-of-way, including by lease, sublease or assignment, or who has, or seeks to have, facilities located in any right-of-way shall register with the Department and pay the fee set forth in Section 62-313. Registration will consist of providing application information and paying a registration fee, which shall be established by resolution by the City Council from time to time. The registration fee shall be in an amount sufficient to recover the costs incurred

by the City for processing registrants. This fee shall be computed as average labor costs, indirect costs, and other costs associated with registration.

This section shall not apply to those persons exclusively utilizing facilities provided by another right-of-way user.

(b) Registration Prior to Work. No person may construct, install, repair, remove, relocate, or perform any other work on, or use any facilities or any part thereof in any right-of-way without first being registered with the Department.

(c) Exceptions. Nothing herein shall be construed to repeal or amend the provisions of a City ordinance requiring persons to plant or maintain the tree lawn in the area of the right-of-way between their property and the street curb, construct sidewalks, install street signs or perform other similar activities. Persons performing such activities shall not be required to obtain any permits under this Chapter.

## **Sec. 62-304. Registration Information**

(a) Information Required. The information provided to the Department at the time of registration shall include, but not be limited to:

Each registrant's name, Diggers Hotline registration certificate number, address and e-mail address, if applicable, and telephone and facsimile numbers.

The name, address and e-mail address, if applicable, and telephone and facsimile numbers of a local representative. The local representative or designee shall be available at all times. Current information regarding how to contact the local representative in an emergency shall be provided at the time of registration.

All right-of-way users shall demonstrate to the satisfaction of the City the financial capability to cover any liability which might arise out of their presence in the right-of-way.

If the person is a corporation, a LLC or LLP, a copy of any certificate required to be filed under Wis. Stats. as recorded and certified to by the Secretary of State.

A copy of the person's certificate of authority from the Wisconsin Public Service Commission or other applicable state or federal agency, where the person is lawfully required to have such certificate from said commission or other state or federal agency.

Execution of an indemnification agreement in a form prescribed by the Department, which is consistent with, and shall not exceed the obligations provided in, Section 62-324 herein.

(b) Notice of Changes. The registrant shall keep all of the information listed above current at all times by providing to the Department information as to changes within fifteen (15) working days following the date on which the registrant has knowledge of any change.

### **Sec. 62-305. Excavation Permit Requirement**

### **Sec. 62-306. Permit Required.**

No person shall excavate in any street, alley or public ground without a permit therefor from the Department of Public Works.

### **Sec. 62-307. Bond.**

Before a permit may be issued for excavating in any public street, way or alley, the person applying for such permit shall execute to the City and deposit with the City Clerk a corporate surety approved by the City in the sum set from time to time by the Building Inspector or a cash bond in the sum set from time to time by the Building Inspector, conditioned that he will perform faithfully all work with due care and skill and in accordance with the laws, rules, regulations and provisions of the construction manual applicable thereto. The bond shall state that the person will indemnify and save harmless the City and the owner of the premises against all damages, costs, expenses, outlays and claims arising out of unskillfulness or negligence on his part in connection with such excavating. Such bond shall remain in force and shall be executed for one year, except on such expiration it shall remain in force as to all penalties, claims and demands that may have accrued thereunder prior to such expiration .

### **Sec. 62-308. Protection of the Public.**

No permit shall be issued if the method of construction or the location of the work to be performed will impair the public safety and convenience. The permit holder shall erect such barriers, warning lights and signs as will adequately inform the traveling public of the nature and location of the work being performed.

### **Sec. 62-309. Repair of Street Openings.**

The person to whom a permit is issued under this article shall complete the work involved as soon as possible and shall immediately repair all pavements, gutters and sidewalks in as good a condition as before the opening and as may be directed by the City.

### **Sec. 62-310. Street Closings.**

No person shall close any street or portion thereof for excavation, repair or construction of the street, gutters, sewers, water mains or for any other reason without obtaining a permit from the City. They shall notify the Police Chief, the Fire Chief and the Director of Public Works and utilities at least twenty-four (24) hours prior to the time at which the street or any portion of the street would be closed.

### **Sec. 62-311. Breaking of Curbs.**

(a) Permit required. No person shall break or remove any curb within the City without a permit therefor from the City.

(b) Application; permit. The application for such permit shall be executed by the applicant stating the exact location where he intends to break or remove the curb and the reason for the need to do so.

### **Sec. 62-312. Fees.**

Fees for work on City property shall be as adopted from time to time by the Public Works Committee and presented in the construction manual.

### **Sec. 62-313. Right-of-Way Repair.**

(a) Timing. The work to be done under the excavation permit, and the repair of the right-of-way as required herein, must be completed within the dates specified in the permit, increased by as many days as work could not be done because of circumstances beyond the control of the Permittee or when work was prohibited as unseasonable or unreasonable under Section 62-318.

(b) Repair. In addition to repairing its own work, the Permittee must repair the general area of the work, and the surrounding areas, including the paving and its foundations, to the specifications of the Department. The Department shall inspect the area of the work and accept the work when it determines that proper repair has been made, per specifications of the Department. A Permittee may request to have the City repair the right-of-way.

City Repair. If the Permittee requires to have the City repair the right-of-way, the City may accept or reject the request at its sole option. If the City accepts, the Permittee shall be billed for the City's costs, and shall pay the amount thereof within thirty (30) days of billing.

Permittee Repair. If the Permittee chooses to repair the right-of-way, it shall at the time of application for an excavation permit post a repair bond in an amount determined by the Department to be sufficient to cover the cost of repairing the right-of-way to Department specifications. If, twelve (12) months after completion of the repair of the right-of-way, the Department determines that the right-of-way has been properly repaired, the surety on the repair bond shall be released.

(c) Standards. The Permittee shall perform repairs according to the specifications of the Department and/or in the conditions specified in the permit. The Department shall have the authority to prescribe the manner and extent of the repair, and may do so in written procedures of general application or on a case-by-case basis.

(d) Guarantees. The Permittee guarantees its work and shall maintain it for twelve (12) months following its completion, except for organic material which shall be maintained for twelve (12)

months. During this period it shall, upon notification from the Department, correct all repair work to the extent necessary, using the method required by the Department. Said work shall be completed within ten (10) calendar days of the receipt of the notice from the Department, not including days during which work cannot be done because of circumstances constituting force majeure or days when work is prohibited as unseasonable or unreasonable under Section 62-318.

(e) Failure to Repair. If the Permittee fails to repair the right-of-way in the manner and to the condition required by the Department, or fails to satisfactorily and timely complete all repair required by the Department, the Department at its option may do such work. In that event the Permittee shall pay to the City, within thirty (30) days of billing, the cost of repairing the right-of-way. If Permittee fails to pay as required, the City may exercise its rights under the repair bond.

### **Sec. 62-314. Restoration in Lieu of Repair and Degradation.**

The Permittee may elect to restore the excavation and surrounding pavement in lieu of repair and a degradation fee. If restoration is elected, the Department shall specify the area to be restored, and the methods and materials to be used for the restoration. The Permittee shall then also comply with the preceding Section 62-313(a) – (e) as applied to restoration instead of repair.

### **Sec. 62-315. Inspection.**

(a) Notice of Completion. When the work under any permit hereunder is completed, the Permittee shall notify the Department.

(b) Site Inspection. Permittee shall make the work site available to the Department and to all others as authorized by law for inspection at all reasonable times during the execution of and upon completion of the work.

(c) Authority of Department. At the time of inspection the City may order the immediate cessation of any work which poses a threat to the life, health, safety or well-being of the public. The City may issue an order to the registrant for any work that does not conform to the applicable standards, conditions or codes. The order shall state that failure to correct the violation will be cause for revocation of the permit. Within ten (10) days after issuance of the order, the registrant shall present proof to the Department that the violation has been corrected. If such proof has not been presented within the required time, the Department may revoke the permit pursuant to Section 62-319.

### **Sec. 62-316. Joint Applications.**

(a) Joint Application. Registrants may jointly apply for permits to excavate the right-of-way at the same place and time.

(b) With City Projects. Registrants who join in a scheduled excavation performed by the City, whether or not it is a joint application by two or more registrants or a single application, are not required to pay the degradation portion of the excavation permit fee.

(c) Shared Fees. Registrants who apply for permits for the same excavation, which the Department does not perform, may share in the payment of the excavation permit fee. Registrants must agree among themselves as to the portion each will pay and indicate the same on their applications.

### **Sec. 62-317. Supplementary Applications.**

(a) Limitations on Area. An excavation permit is valid only for the area of the right-of-way specified in the permit. No Permittee may perform any work or excavate outside the area specified in the permit, except as provided herein. Any Permittee which determines that an area greater than that specified in the permit must be excavated must, before working in that greater area (1) make application for a permit extension and pay any additional fees required thereby, and (2) be granted a new permit or permit extension.

(b) Limitation on Dates. An excavation permit is valid only for the dates specified in the permit. No Permittee may begin its work before the permit start date or, except as provided herein, continue working after the end date. If a Permittee does not finish the work by the permit end date, it must apply for a new permit for the additional time it needs, and receive the new permit or an extension of the old permit before working after the end date of the previous permit.

(c) Fees for Supplementary Applications. A Permittee shall pay administration costs for any additional permits.

A Permittee is not required to pay an additional degradation fee for the same excavation, if one has already been paid on the original permit.

### **Sec. 62-318. Other Obligations.**

(a) Compliance with Other Laws. Obtaining a permit to excavate and/or occupy the right-of-way does not relieve Permittee of its duty to obtain all other necessary permits, licenses, and authority and to pay all fees required by any other City, County, State, or Federal rules, laws or regulations. A Permittee shall comply with all requirements of local, state and federal laws, including but not limited to Section 98-206(7)(c). A Permittee shall perform all work in conformance with all applicable codes and established rules and regulations, and is responsible for all work done in the right-of-way pursuant to its permit, regardless of who does the work.

(b) Prohibited Work. Except in an emergency, or with the approval of the Department, no right-of-way excavation may be done when seasonally prohibited or when conditions are unreasonable for such work.

### **Sec. 62-319. Revocations, Suspensions, Refusals to Issue or Extend Permits.**

(a) Grounds. The Department may refuse to issue a permit or may revoke, suspend or refuse to extend an existing permit if it finds any of the following grounds:

The applicant or Permittee is required by Section 62-303 to be registered and has not done so;

The applicant or Permittee is seeking to perform work not included in its construction and major maintenance plan required under Section 62-313; which work was reasonably foreseeable by the applicant or Permittee at the time said plan was filed;

Issuance of a permit for the requested date would or interfere with an exhibition, celebration, festival, or other event;

Misrepresentation of any fact by the applicant or Permittee;

Failure of the applicant or Permittee to maintain required bonds and/or insurance;

Failure of the applicant or Permittee to complete work in a timely manner;

The proposed activity is contrary to the public health, safety or welfare;

The extent to which right-of-way space where the permit is sought is available;

The competing demands for the particular space in the right-of-way;

The availability of other locations in the right-of-way or in other rights-of-way for the facilities in the right-of-way;

The applicability of ordinances or other regulations of the right-of-way that affect location of facilities in the right-of-way;

The condition and age of the right-of-way, and whether and when it is scheduled for total or partial reconstruction; or

The applicant or Permittee is otherwise not in full compliance with the requirements of this chapter or state or federal law.

(b) Discretionary Issuance. Notwithstanding subsection (a), the Department may issue a permit where issuance is necessary (i) to prevent substantial economic hardship to a customer of the Permittee or applicant, or (ii) to allow such customer to materially improve its utility service, or (iii) to allow the Permittee or applicant to comply with state or federal law or city ordinance or an order of a court or administrative agency.

(c) Appeals. Any person aggrieved by a decision of the Department revoking, suspending, refusing to issue or refusing to extend a permit may file a request for review with the Board of Public Works. A request for review shall be filed within ten (10) days of the decision being appealed. Following a hearing, the Board of Public Works may affirm, reverse or modify the decision of the Department.

## **Sec. 62-320. Work done Without a Permit.**

(a) Emergency Situations. Each registrant shall immediately notify the City by verbal notice on an emergency phone number provided by the City of any event regarding its facilities that it considers to be an emergency. The registrant may proceed to take whatever actions are necessary to respond to the emergency. Within two (2) business days after the occurrence of the emergency the registrant shall apply for the necessary permits, pay the fees associated therewith and otherwise fully comply with the requirements of this Chapter.

If the City becomes aware of an emergency regarding a registrant's facilities, the Department may attempt to contact the local representative of each registrant affected, or potentially affected, by the emergency. The City may take whatever action it deems necessary to protect the public safety as a result of the emergency, the cost of which shall be borne by the registrant whose facilities occasioned the emergency.

(b) Non-Emergency Situations. Except in an emergency, any person who, without first having obtained the necessary permit, excavates a right-of-way must subsequently obtain a permit, and shall in addition to any penalties prescribed by Ordinance, pay double the normal fee for said permit, pay double all the other fees required by this Chapter or other Chapters of the City Code, deposit with the Department the fees necessary to correct any damage to the right-of-way and comply with all of the requirements of this Chapter.

## **Sec. 62-321. Supplementary Notification.**

If the excavation of the right-of-way begins later or ends sooner than the date given on the permit, Permittee shall notify the Department of the accurate information as soon as this information is known.

## **Sec. 62-322. Location of Facilities.**

(a) Undergrounding. Under conformity with local, state, and federal law, unless existing aboveground facilities is used, the installation of new facilities and replacement of old facilities shall be done underground or contained within buildings or other structures in conformity with applicable codes.

(b) Corridors. The Department may assign specific corridors within the right-of-way, consistent with Wisconsin Public Service Commission standards. All excavation or other permits issued by the Department involving the installation or replacement of facilities shall designate the proper corridor for the facilities at issue consistent with the Wisconsin Public Service Commission's corridor selection standards.

(c) Limitation of Space. The Department may prohibit or limit the placement of new or additional facilities within the right-of-way if there is insufficient space to accommodate all of the requests of Persons to occupy and use the right-of-way. In making such decisions, the Department shall strive to the extent possible to accommodate all existing and potential users of the right-of-way, but may prohibit or limit the placement of new or additional facilities when

required to protect the public, health, safety or welfare.

(d) Any structures resembling communication towers shall be located and comply with the standards set forth in Section 98-206(7) of the City of Lake Geneva Zoning Ordinances as amended from time to time.

(e) Relocation of Facilities. Except as prohibited by State or Federal law, a Registrant must promptly and at its own expense, with due regard for seasonal working conditions, permanently remove and relocate its facilities in the right-of-way whenever the Department requests such removal and relocation, and shall restore the right-of-way to the same condition it was in prior to said removal or relocation. The Department may make such request to prevent interference by the Company's facilities with (i) a present or future City use of the right-of-way, (ii) a public improvement undertaken by the City, (iii) an economic development project in which the city has an interest or investment, (iv) when the public health, safety and welfare require it, or (v) when necessary to prevent interference with the safety and convenience of ordinary travel over the right-of-way.

Notwithstanding the foregoing, a person shall not be required to remove or relocate its facilities from any right-of-way which has been vacated in favor of a non-governmental entity unless and until the reasonable costs thereof are first paid to the person therefor.

### **Sec. 62-323. Interference with Other Facilities during Municipal Construction.**

When the City performs work in the right-of-way and finds it necessary to maintain, support, shore, or move a registrant's facilities, the City shall notify the local representative. The registrant shall meet with the City's representative within twenty-four (24) hours and coordinate the protection, maintenance, supporting, and/or shoring of the registrant's facilities. The registrant shall accomplish the needed work within seventy-two (72) hours, unless the City agrees to a longer period.

In the event that the registrant does not proceed to maintain, support, shore, or move its facilities, the City may arrange to do the work and bill the registrant, said bill to be paid within thirty (30) days.

### **Sec. 62-324. Indemnification.**

(a) Indemnification. Permittee expressly acknowledges and agrees, by acceptance of the permit, to indemnify, defend, and hold harmless the City, its officers, boards, committees, commissions, elected officials, employees and agents, from and against all loss or expense (including liability costs and attorney's fees) by reason of any claim or suit, or of liability imposed by law upon the City or its agents or employees for damages because of bodily injury, including death at any time resulting therefrom, sustained by any person or persons or on account of damages to property, including loss of use thereof, arising from, in connection with, caused by or resulting from the Permittee's acts or omissions in the exercise of its rights under this permit, whether caused by or contributed to by the city or its agents or employees.

**Sec. 62-325. Abandoned Facilities.**

(a) Discontinued Operations. A registrant who has determined to discontinue its operations in the City must either:

Provide information satisfactory to the Department that the registrant’s obligations for its facilities under this Chapter have been lawfully assumed by another registrant; or

Submit to the Department a proposal and instruments for dedication of its facilities to the City. If a registrant proceeds under this clause, the City may, at its option:

accept the dedication for all or a portion of the facilities;

or

require the registrant, at its own expense, to remove the facilities in the right-of-way at ground or above ground level;

or

require the registrant to post a bond or provide payment sufficient to reimburse the City for reasonably anticipated costs to be incurred in removing the facilities.

However, any registrant who has unusable and abandoned facilities in any right-of-way shall remove it from that right-of-way within two (2) years, unless the Department waives this requirement.

(b) Abandoned Facilities. Facilities of a registrant who fails to comply with Section 62-325(a), and which, for two (2) years, remains unused shall be deemed to be abandoned. Abandoned facilities are deemed to be a nuisance. In addition to any remedies or rights it has at law or in equity, the city may, at its option (i) abate the nuisance, (ii) take possession of the facilities, or (iii) require removal of the facilities by the registrant, or the registrant’s successor in interest.

(c) Public Utilities. This section shall not apply to a public utility as defined by Sec. 196.01(5), Wis. Stats.

**Sec. 62-326. Reservation of Regulatory and Police Powers.**

The City, by the granting of a permit to excavate, obstruct and/or occupy the right-of-way, or by registering a person under this Chapter does not surrender or to any extent lose, waive, impair, or lessen the lawful powers and rights, which it has now or maybe hereafter granted to the City under the Constitution and statutes of the State of Wisconsin to regulate the use of the right-of-way by the Permittee; and the Permittee by its acceptance of a permit to excavate, obstruct and/or occupy the right-of-way or of registration under this Chapter agrees that all lawful powers and rights, regulatory power, or police power, or otherwise as are or the same may be from time

to time vested in or reserved to the City, shall be in full force and effect and subject to the exercise thereof by the City at any time. A Permittee or registrant is deemed to acknowledge that its rights are subject to the regulatory and policy powers of the City to adopt and enforce general ordinances necessary to the safety and welfare of the public and is deemed to agree to comply with all applicable general law, and ordinances enacted by the City pursuant to such powers.

**Sec. 62-327. Severability.**

In any section, subsection, sentence, clause, phrase, or portion of this Chapter is for any reason held invalid or unconstitutional by any court or administrative agency of competent jurisdiction, such portion shall be deemed a spate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions thereof.

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

Adopted, passed, and approved by the Common Council of the City of Lake Geneva, Walworth County, Wisconsin, this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
ALAN KUPSIK, Mayor

Attest:

\_\_\_\_\_  
SABRINA WASWO, City Clerk

First Reading: July 11, 2016  
Second Reading: July 25, 2016  
Adoption: \_\_\_\_\_  
Published: \_\_\_\_\_

**ORDINANCE 16-09**

**AN ORDINANCE AMENDING CHAPTER 74, TRAFFIC AND VEHICLES, ARTICLE IV. BICYCLES, SKATEBOARDS, ROLLER SKATES, SECTION 74-157, RIDING IN CERTAIN AREAS PROHIBITED.**

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

1. That Section 74-157, Riding in certain areas prohibited, Article IV. BICYCLES, SKATEBOARDS, ROLLER SKATES of Chapter 74, Traffic and Vehicles, of the Lake Geneva Municipal Code is hereby amended to read as follows:

**Sec. 74-157. Riding in certain areas prohibited.**

No person shall ride a bicycle, skateboard, roller skates or any similar device upon a sidewalk within the business district; Broad Street, from Geneva Street to Wrigley Drive; Main Street, from Cook Street to Mill Street; Center Street, from Geneva Street to Wrigley Drive; Wrigley Drive, from Main Street to Baker Street; the complete area surrounding the Riviera Ballroom, being the sidewalks, lawns and piers; the tennis courts located at Badger High School, East View School and Maple Park; or the Brunk Pavilion and the appurtenances thereto.

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

Adopted, passed, and approved by the Common Council of the City of Lake Geneva, Walworth County, Wisconsin, this \_\_\_\_ day of July, 2016.

\_\_\_\_\_  
ALAN KUPSIK, Mayor

Attest:

\_\_\_\_\_  
SABRINA WASWO, City Clerk

First Reading: July 11, 2016

Second Reading: July 25, 2016

Adopted:

Published:

**ORDINANCE 16-10**

**AN ORDINANCE AMENDING CHAPTER 74, TRAFFIC AND VEHICLES, ARTICLE VI, TRAFFIC CODE, SECTION 74-210, PARKING REGULATIONS, SUBSECTION (a)1 NO PARKING, STANDING OR STOPPING ZONES**

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

1. That Section 74-210(a)(1), No parking, standing or standing zones of Article VI, Traffic Code of Chapter 74, TRAFFIC AND VEHICLES, of the Lake Geneva Municipal Code is hereby amended to read as follows:

**Sec. 74-210 Parking regulations.**

(a) No parking, standing or stopping zones.

(1) No vehicle shall be parked, stopped or standing, except to comply with the directions of a traffic officer in any of the following:

Alley, between Marshall Street and Ann Street, running from Center Street to Williams Street, behind Fire Department

Baker Street, south side, easterly from the east curblineline of Wrigley Drive to the west curblineline of South Lake Shore Drive from the hours of 10:00 p.m. to 6:00 a.m.

Broad Street, west side, from Dodge Street 50 feet north

Broad Street, west side, from north curb of alley between Main Street and Geneva Street to a point 74 feet north

Broad Street, west side, 65 feet south of North Street

Campbell Street, south side, from South Lake Shore Drive to Wells Street

Campbell Street, south side, from Wrigley Drive to South Lake Shore Drive

Center Street, east side, from the north curblineline of Wisconsin Street to the south curblineline of Sheridan Street

Clover Street, east side, from Park Row to LaSalle Street

Cook Street, west side, from the north curblineline of Wisconsin Street to the south curblineline of North Street

Curtis Street, east side, from a point 807 feet south of the curb of Main Street to a point 950 feet south of the south curb of Main Street

Dodge Street, north side, from Broad Street to Forrest Street

Dodge Street, north side, from Sage Street to Center Street

Dodge Street, south side, from the intersection of Elmwood Avenue and Dodge Street to a point 450 feet east

Edwards Boulevard, in its entirety

Elm Street, west side, from South Street to South Lake Shore Drive

Elmwood Avenue, both sides, from the north line of the intersection with Main Street, 160 feet north

Elmwood Avenue, east side, from Dodge Street, 60 feet south

Elmwood Avenue, west side, from Linda Lane to Dodge Street

Fremont Street, east side

Interchange North, both sides, north of Center Street to the City limits

Madison Street, east side, from Dodge Street to the alley  
Main Street, north side, from Mill Street to Center Street  
Maxwell Street, west side, from Geneva Street to Dodge Street

Mill Street, both sides, from the south curblineline of Geneva Street to the north curblineline of Main Street  
North Street, both sides, from the west curblineline of Center Street to the east curblineline of Cook Street except for the south side of the 700 block of North Street  
Pleasant Street, south side  
Rogers Court, north side, from Center Street to William Street  
Sage Street, east side, from the easterly extension of the south curblineline of Dodge Street to the north curblineline of Mill Street  
Sage Street, east side, from the south curblineline of Water Street to a point 155 feet north to the easterly extension of the north curblineline of Dodge Street  
Sage Street, east side, north of the fire hydrant at Sage Street and Grove Street, a distance of 121 feet  
Sage Street, west side, from the south curblineline of Highway 120 to the north curblineline of Grove Street, a distance of 389 feet  
Sheridan Road, both sides, from Minahan Road east to City limits  
South Lake Shore Drive, east side, from the south curblineline of Baker Street to the north curblineline of Cass Street  
South Lake Shore Drive, east side, from the south curblineline of Main Street 154 feet south  
Tolman Street, west side, from George Street to Wheeler Street  
Townline Road, north side of the road, in the indented area that is painted yellow and posted no parking at Veterans Park  
Townline Road, south side of the road eastbound from Veterans Parkway, to area across from the service driveway to Veterans Park  
Walker Street, north side, from Center Street to William Street  
Warren Street, east side, from Geneva Street to Main Street and west side of Warren Street in front of property known as 322 Warren Street  
Water Street, south side, from Center Street to Sage Street  
Williams Street, east side, from the north curblineline of Henry Street to the south curblineline of Gardner Avenue  
Wisconsin Avenue, north side, from Center Street to Elmwood Avenue, except 130 feet east of the east curblineline of Broad Street  
Wisconsin Street, south side, from the east curblineline of Broad Street to 75 feet east Wisconsin Street at 1250 Wisconsin Street the width of that certain sidewalk leading from the building located thereon and perpendicular to Wisconsin Street  
Wisconsin Street at 1270 Wisconsin Street the width of that certain sidewalk leading from the building located thereon and perpendicular to Wisconsin Street  
Wrigley Drive, southwesterly side, from the southernmost point of the bridge existing thereon southeasterly to a point 406 feet of the southwestern most point of intersection of Wrigley Drive and Center Street  
This subsection shall not apply to physicians on emergency calls or operators of authorized emergency vehicles during an emergency, nor to spaces within such areas which are authorized loading zones when used for loading or unloading.

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

Adopted, passed, and approved by the Common Council of the City of Lake Geneva,  
Walworth County, Wisconsin, this 25<sup>th</sup> day of July, 2016.

---

ALAN KUPSIK, Mayor

Attest:

---

SABRINA WASWO, City Clerk

First Reading: 07/11/2016

Second Reading: 07/25/2016

Adopted:

Published:

**Agenda Items:**

**1. Consideration of No Parking on the North Side of Grant Street West of North Williams Street.**

DPW and Chair Kordus discussed the Police Chief's recommendation to prohibit parking the south side of Grant Street from the stop sign with Williams Street to Tomike Street. Mayor Kupsik also brought up the north side of Campbell Street between Wells Street and South Lakeshore Drive.

It was moved by Chair Kordus to recommend to Council that parking be prohibited on the south side of Grant Street between Williams Street and Tomike Street and Campbell Street between Wells Street and South Lakeshore Drive. The motion was seconded by Alderman Flower and passed 4-0.

**(This Item needs to go to Council to direct the City Attorney to draft the ordinances).**

**2. Semi-Tractor parking in the City with the Corner Lot by Walmart Proposed for Development-Discussion.**

There was much discussion about the Police Chief's memorandum asking for consideration of alternate locations for semi-tractor trailer parking. Alternate location choices were few. By consensus the Committee decided to not make any changes at this time. They would reconsider adding more parking on Geneva Parkway if needed.

**3. 229 South Lakeshore Drive Status Report, Kapur Design Proposal, and New Parking Lot Project Approval.**

Assistant DPW Earle explained he tried to obtain multiple proposals to demolish the 227 South Lakeshore Drive home. Stewart Excavating was the most solid proposal at \$13,000 including removal of the hard pavements on site. It was moved by Ald. Flower and seconded by Ald. Gelting to approve the Stewart Excavating proposal in the estimated amount of \$13,000. The motion passed 4-0.

**(This item needs to go to Finance and Council for consideration).**

DPW Winkler presented the Kapur parking lot proposal which included survey, design, bidding and construction management in the amount not to exceed \$15,412.00. It was moved by Chair Kordus and seconded by Ald. Flower to recommend approval as presented. The motion passed 4-0.

**(This item needs to go to Finance and Council for consideration).**

**4. Brush and Compost Drop-off Site on Carey Street at the Street Department and Misuse by Non-Residents & Contractors.**

Assistant DPW Earle discussed the brush and yardwaste sites have been receiving materials from outside contractors and non-residents. Alternatives were to fence in the site and have manned weekend hours, relocate the activity to Four Seasons, and to develop an ordinance to address the enforcement aspect to the problem.

It was moved Ald. Flower and seconded by Ald. Gelting to direct the City Attorney to draft an ordinance to prohibit disposal of brush and yard waste by contractors and non-residents within the City limits and/or at the City's compost and brush drop-off sites illegal and subject to fines. The motion passed 4-0.

**(This Item needs to go to Council to direct the City Attorney to draft the ordinance).**

**Motion to Adjourn:**

Motion to adjourn by Ald. Gelting and seconded by Ald. Skates to adjourn. The motion passed 4-0 and the meeting was adjourned at 5:52 PM.

Cc: Mayor Al Kupsik/Blaine Oborn/Sabrina Waswo/Common Council Members not on Committee/File



**City of Lake Geneva  
POLICE DEPARTMENT**

*Chief Michael S. Rasmussen  
Assistant Chief Michael B. Reuss*

626 Geneva Street  
Lake Geneva, Wisconsin 53147  
Phone: (262) 248-4455 Fax: (262) 248-9053

---

June 14, 2016

City Administrator Blaine Oborn  
City Hall  
626 Geneva Street  
Lake Geneva, WI 53147

Re: Parking on Grant Street

Dear City Administrator Oborn:

There have been numerous complaints regarding parking issues on the South side of Grant Street near North Williams Street. I have observed hazards at this intersection as well. When cars park on the south side of the street it creates a bottle neck for the vehicles EB on Grant Street and the southbound traffic turning onto Grant from North Williams Street.

I request that a no parking zone in this area, for at least 200 feet near Grant Street at Williams Street, be considered.

Thank you for your consideration regarding this problem.

Respectfully,

A handwritten signature in black ink, appearing to read 'Michael S. Rasmussen', written over a horizontal line.

Michael S. Rasmussen  
Chief of Police

MSR/cp



GRANT STREET

7-11-16  
DSW

**Agenda Items:**

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It was moved by Chair Kordus to recommend to Council that parking be prohibited on the south side of Grant Street between Williams Street and Tomike Street and Campbell Street between Wells Street and South Lakeshore Drive. The motion was seconded by Alderman Flower and passed 4-0.

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**(This item needs to go to Finance and Council for consideration).**

DPW Winkler presented the Kapur parking lot proposal which included survey, design, bidding and construction management in the amount not to exceed \$15,412.00. It was moved by Chair Kordus and seconded by Ald. Flower to recommend approval as presented. The motion passed 4-0.

**(This item needs to go to Finance and Council for consideration).**

**4. Brush and Compost Drop-off Site on Carey Street at the Street Department and Misuse by Non-Residents & Contractors.**

Assistant DPW Earle discussed the brush and yardwaste sites have been receiving materials from outside contractors and non-residents. Alternatives were to fence in the site and have manned weekend hours, relocate the activity to Four Seasons, and to develop an ordinance to address the enforcement aspect to the problem.

It was moved Ald. Flower and seconded by Ald. Gelting to direct the City Attorney to draft an ordinance to prohibit disposal of brush and yard waste by contractors and non-residents within the City limits and/or at the City's compost and brush drop-off sites illegal and subject to fines. The motion passed 4-0.

**(This Item needs to go to Council to direct the City Attorney to draft the ordinance).**

**Motion to Adjourn:**

Motion to adjourn by Ald. Gelting and seconded by Ald. Skates to adjourn. The motion passed 4-0 and the meeting was adjourned at 5:52 PM.

Cc: Mayor Al Kupsik/Blaine Oborn/Sabrina Waswo/Common Council Members not on Committee/File

**TASK ORDER NUMBER #08  
CIVIL ENGINEERING SERVICES**

This task order is made as of June 17, 2016 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 topographic survey, design, plan preparation, construction layout and construction management for the City of Lake Cove Parking lot reconstruction located between S. Lake Shore Drive and N. Wells Street. The parking lot reconstruction will consist of removing existing pavement, islands and driveway entrances and replacing with a new one-way configuration with access from Wells Street. Parking spaces near islands may be limited in length to provide parking for compact cars or motorcycles only. As part of the design storm water will be reviewed and addressed to provide proper drainage. Concrete islands will be designed and constructed to improve sweeping and snow plowing activities.

**Section A. – Scope of Services**

Engineer shall perform the following Services:

**Plan Preparation Activities**

1. Develop and finalize conceptual plans for the parking lot based on previous completed layouts. Conceptual plan will be use as the base for the detailed design plans.
2. Collect topographic survey and mapping to prepare area for construction plans from centerline of S. Lake Shore Drive to center of North Wells Street. Topographic survey will include elevation and location of features through the existing lot and north and south along the streets to determine adequate drainage.
3. Provide a detailed plan set for bidding purposes. Plans will include parking layout, pavement sections, erosion control, utility improvements and all other appropriate detail to prepare for clear and accurate bidding and construction by contractors. Limits of design will include the area between the east flange line of the existing roadway to the east. It is anticipated that the existing two-way lot will be removed and replaced with a one-way lot from Wells Street to South Lake Shore Drive.
4. 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.

5. Prepare for and attend the bid opening

### **Construction Management Activities**

6. 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.
7. 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.
8. Coordinate and complete necessary material testing services for work completed.
9. 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.)**
10. The Engineer will be responsible for notifying, scheduling, conducting, documenting, and distributing minutes of the preconstruction conference.
11. Prepare and provide project update memorandum and provide copies of the daily journal entries to City staff upon request.
12. Attend meetings as needed and coordinate with adjacent property owners and business as needed.

### **Section B. – Schedule**

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

1. Provide Construction Plans, Cost estimate and quantities to the Lake Geneva Utility District on or before August 12<sup>th</sup>, 2016.

**Section C. – Compensation**

In return for the performance of the foregoing obligations, Owner shall pay to Engineer an amount not-to-exceed Fifteen Thousand Four Hundred and Twelve dollars (\$15,412.00) 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.

For: City of Lake Geneva

Engineer: Kapur & Associates, Inc.

By: \_\_\_\_\_

By: Thomas W. Foht

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Title: Associate

Date: \_\_\_\_\_

Date: \_\_\_\_\_

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

<b>TASK ORDER 08</b>																						
<b>City of Lake Geneva Cove Parking Lot (S. Lake Shore Dr. - N. Wells Street) - Attachment A</b>																						
CLASSIFICATION	ACT. Code	Project Manager		Senior/Project Engineer		Staff Engineer II		Staff Engineer I		Senior Technician		Construction Project Engineer		Construction Staff Engineer		Surveyor		Survey Crew		Total Labor		
		Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	
Average Hourly Wage		\$133.00		\$107.00		\$78.00		\$72.00		\$75.00		\$91.00		\$78.00		\$90.00		\$105.00				
<b>TASK DESCRIPTION</b>																						
<b>Meeting/Conceptual Planning</b>																						
Meetings Initial				2	\$214.00															2	\$214.00	
Conceptual Layout								6	\$432.00											6	\$432.00	
<b>Cove Parking Design</b>																						
Survey/Base Mapping										4	\$300.00					2	\$180.00	6	\$630.00	12	\$1,110.00	
Field Reviews																				2	\$156.00	
Design - Final Layout/Plan Preparation/Entrance, Exit Design				4	\$428.00	32	\$2,496.00													36	\$2,924.00	
Details - Pavement Marking, Erosion Control, Curb, etc.						6	\$468.00													6	\$468.00	
<b>Project Manual/Administration</b>																						
Administration				2	\$214.00																2	\$214.00
Advertisement/Project Manual/Specification/Estimate				4	\$428.00	16	\$1,248.00														20	\$1,676.00
Attend Bid Opening				2	\$214.00																2	\$214.00
Post Bid Opening Activities				2	\$214.00																2	\$214.00
Meetings as Required																						
<b>Construction Management</b>																						
Construction Services				4	\$428.00							4	\$312.00	80	\$6,240.00						88	\$6,980.00
Construction Staking Services																2	\$180.00	6	\$630.00	8	\$810.00	
<b>TOTALS</b>				<b>20</b>	<b>2140</b>	<b>56</b>	<b>4368</b>	<b>6</b>	<b>432</b>	<b>4</b>	<b>300</b>	<b>4</b>	<b>312</b>	<b>80</b>	<b>6240</b>	<b>4</b>	<b>360</b>	<b>12</b>	<b>1260</b>	<b>186</b>	<b>\$15,412</b>	
																	<b>Expenses:</b>					
																	<b>Project Total:</b>		<b>\$15,412</b>			

Summary of Expenses	Units	Cost	Total
Estimated Expenses			
mileage			
concrete testing			
<b>Totals</b>			

Robert Stewart Excavating, Inc.  
202 West Main Street  
Fontana, WI 53125  
Phone (262)275-3538 Fax (262)275-8230  
Building Contractor Registration #1109127  
Tax ID #39-1980320

**ESTIMATE ONLY**

July 12, 2016

Proposal Submitted To: City of Lake Geneva, Attn: Tom Earle – Asst. Dir. Of Public Works, 1065 Carey Street, Lake Geneva, Wi. 53147, Phone 248-6644, Fax 248-4913, Email – tearle@cityoflakegeneva.com

Job Location: 227 South Lake Shore Drive, Lake Geneva, Wi.

Architects:

Surveyor:

Bid Set Dated:

Demolition of house and single car garage and haul to state certified landfill  
Removal of hard surfacing  
Permits, asbestos inspection and or abatement and disconnects by others.

**Total cost with above materials and machinery: \$13,000.00**

Fill dumping charges may apply if we do not have a site in close proximity to job location

Items not listed are not included

Prices based on normal ground conditions

All staking and elevations by others

Frost charges applied after 10" of frost (Machine time goes up \$25.00 per hour)

Price may be withdrawn by Robert Stewart Excavating, Inc. if not accepted within 30 days

Prices do not include applicable taxes unless stated otherwise

Any extra concrete or asphalt due to old foundations or old driveways being covered with new or being buried with other material will be removed as an extra on a time and material basis and not included in price

**Any asbestos inspection and or abatement will be done as an extra and not included in price**

**Fuel surcharge may apply**

It is mutually agreed as follows:

1. The obligations of the contractor under this agreement are limited to the furnishing of labor and materials as described. Any extra work done on order of the purchaser or its agents shall be charged for over and above the contract price stipulated.
2. Owner to have all necessary insurance and permits.

**Agenda Items:**

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**(This Item needs to go to Council to direct the City Attorney to draft the ordinances).**

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**Motion to Adjourn:**

Motion to adjourn by Ald. Gelting and seconded by Ald. Skates to adjourn. The motion passed 4-0 and the meeting was adjourned at 5:52 PM.

Cc: Mayor Al Kupsik/Blaine Oborn/Sabrina Waswo/Common Council Members not on Committee/File



Lake Geneva Mayor Alan Kupsik  
and Members of the City Council  
626 Geneva Street  
Lake Geneva, WI. 53147

07-19-16

Dear Mr. Mayor and Members of the City Council,

Once again I am writing to you on behalf of the Lake Geneva Fire Bells Rehab Unit #64 which will be holding our annual fund raiser on Sunday September 17, 2016. We continue to be blessed with the support of Hogs & Kisses 149 Broad Street and Kilwin's Shop on the corner of Broad and Main who will host this event from 3PM-6PM.

As always the goal of the Lake Geneva Fire Bells is to "...support emergency services in their effort to protect the citizens of our community..." and we do so by providing support to Fire and Police Officers at the scenes of emergency calls. The Fire Bells Rehab Unit 64 provides food, drink and a warm place in the winter and a cool place in the summer for Fire and Police Officers on the scenes of extended calls for service to recover and refresh. We can only do this with the support of the local businesses and concerned citizens of our community like you.

As we have in past years, we are again requesting your support by allowing the use of the parking spaces located on the east side of the 100 block of Broad Street from the alleyway north to Main Street. We use these six spaces to park the antique fire engine, where people can have their photos taken for a small fee. We also bring our truck "Rehab 64", so that people can see the equipment they are helping to support. Through these efforts we hope not just to raise funds but to help people learn more about public safety and the Lake Geneva Fire Bells.

Thank you in advance for your support and we hope to see you on September 17<sup>st</sup> at Hogs and Kisses.

Sincerely Yours,  


Bill Chesen  
Lake Geneva Fire Bells Rehab Unit #64

RECEIVED

JUL 20 2016

BY: \_\_\_\_\_

**City of Lake Geneva and Chicago Title Escrow Agreement for TID 4 Funds**

**Contractor's/Vendor's/Grantee's Application For Payment No.**

1

Application Period:

Application Date:

7/4/2016

To (Owner):

City of Lake Geneva

From (Contractor/Vendor/Grantee):

Dan Larson Landscape

Via (City Official/Engineer)

Director of Public Works & Utilities

Project:

8) Riviera Grounds

Contract/Quote:

2016 Trees & Landscaping

**Application for Payment - Change Order Summary**

Number	Additions Due From City	Deductions (Unused)
<b>Total</b>		

1. Current Contract/Quote/Grant Amount	14,630.00
2. Less Previous Non Escrow Payments	-
3. Balance of Escrow	<u>14,630.00</u>
4. Less Previous Escrow Payments	-
5. Plus/Less Change Orders	-
6. Balance Available	<u>14,630.00</u>
7. Amount Due this Application	<u>3,650.00</u>

CERTIFICATION The undersigned Contractor/Vendor/Grantee certifies that: (1) all previous progress payments received from Owner on account of Work done under the Contract/Quote/Grant have been applied on account to discharge Contractor's/Vendor's/Grantee's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract/Quote/Grant Documents and is not defective.

Approved by: \_\_\_\_\_  
City Official/Engineer Date

Approved by: \_\_\_\_\_  
Owner Date

Approved by: \_\_\_\_\_  
Bank (if applicable) Date

By:	Date:

Approved by: \_\_\_\_\_  
Escrow Agent Date

## City of Lake Geneva and Chicago Title Escrow Agreement for TID 4 Funds

**Contractor's/Vendor's/Grantee's Application For Payment No.**

3

Application Period:

Application Date:

7/4/2016

To (Owner):

City of Lake Geneva

From (Contractor/Vendor/Grantee):

Dan Larson Landscape

Via (City Official/Engineer)

Director of Public Works & Utilities

Project:

6) Tree Planting

Contract/Quote:

2016 Contract

### Application for Payment - Change Order Summary

Number	Additions Due From City	Deductions (Unused)
<b>Total</b>		

1. Current Contract/Quote/Grant Amount	92,005.00
2. Less Previous Non Escrow Payments	47,390.00
3. Balance of Escrow	44,615.00
4. Less Previous Escrow Payments	24,996.00
5. Plus/Less Change Orders	-
6. Balance Available	19,619.00
7. Amount Due this Application	7,287.00

CERTIFICATION The undersigned Contractor/Vendor/Grantee certifies that: (1) all previous progress payments received from Owner on account of Work done under the Contract/Quote/Grant have been applied on account to discharge Contractor's/Vendor's/Grantee's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract/Quote/Grant Documents and is not defective.

Approved by: \_\_\_\_\_

City Official/Engineer

Date

Approved by: \_\_\_\_\_

Owner

Date

Approved by: \_\_\_\_\_

Bank (if applicable)

Date

By: \_\_\_\_\_

Date: \_\_\_\_\_

Approved by: \_\_\_\_\_

Escrow Agent

Date

**City of Lake Geneva and Chicago Title Escrow Agreement for TID 4 Funds**

**Contractor's/Vendor's/Grantee's Application For Payment No.**

2

Application Period:

Application Date:

7/20/2016

To (Owner):

City of Lake Geneva

From (Contractor/Vendor/Grantee):

Down to Earth Contractors

Via (City Official/Engineer)

Director of Public Works & Utilities

Project:

10) Main Street Widening

Contract/Quote:

Fire Hydrant Relocation

**Application for Payment - Change Order Summary**

Number	Additions Due From City	Deductions (Unused)
<b>Total</b>		

1. Current Contract/Quote/Grant Amount	7,500.00
2. Less Previous Non Escrow Payments	
3. Balance of Escrow	7,500.00
4. Less Previous Escrow Payments	4,551.00
5. Plus/Less Change Orders	-
6. Balance Available	2,949.00
7. Amount Due this Application	2,949.00

CERTIFICATION The undersigned Contractor/Vendor/Grantee certifies that: (1) all previous progress payments received from Owner on account of Work done under the Contract/Quote/Grant have been applied on account to discharge Contractor's/Vendor's/Grantee's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract/Quote/Grant Documents and is not defective.

Approved by:

City Official/Engineer

Date

Approved by:

Owner

Date

Approved by:

Bank (if applicable)

Date

By:

Date:

Approved by:

Escrow Agent

Date

**City of Lake Geneva and Chicago Title Escrow Agreement for TID 4 Funds**

**Contractor's/Vendor's/Grantee's Application For Payment No.**

1

Application Period:

Application Date:

6/11/2016

To (Owner):

City of Lake Geneva

From (Contractor/Vendor/Grantee):

Giraffe Electric

Via (City Official/Engineer)

Director of Public Works & Utilities

Project:

1) Underground Electric Bury

Contract/Quote:

Electric Connects

**Application for Payment - Change Order Summary**

Number	Additions Due From City	Deductions (Unused)
<b>Total</b>		

1. Current Contract/Quote/Grant Amount	15,200.00
2. Less Previous Non Escrow Payments	
3. Balance of Escrow	15,200.00
4. Less Previous Escrow Payments	-
5. Plus/Less Change Orders	-
6. Balance Available	15,200.00
7. Amount Due this Application	1,702.76

CERTIFICATION The undersigned Contractor/Vendor/Grantee certifies that: (1) all previous progress payments received from Owner on account of Work done under the Contract/Quote/Grant have been applied on account to discharge Contractor's/Vendor's/Grantee's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract/Quote/Grant Documents and is not defective.

Approved by:

City Official/Engineer

Date

Approved by:

Owner

Date

Approved by:

Bank (if applicable)

Date

By:

Date:

Approved by:

Escrow Agent

Date

## City of Lake Geneva and Chicago Title Escrow Agreement for TID 4 Funds

**Contractor's/Vendor's/Grantee's Application For Payment No.**

3

Application Period:

Application Date:

6/30/2016

To (Owner):

City of Lake Geneva

From (Contractor/Vendor/Grantee):

Hein Electric Supply Company

Via (City Official/Engineer)

Director of Public Works & Utilities

Project:

11) Main Street Lighting

Contract/Quote:

Lighting Materials

### Application for Payment - Change Order Summary

Number	Additions Due From City	Deductions (Unused)
<b>Total</b>		

1. Current Contract/Quote/Grant Amount	66,995.08
2. Less Previous Non Escrow Payments	1,423.10
3. Balance of Escrow	65,571.98
4. Less Previous Escrow Payments	31,291.66
5. Plus/Less Change Orders	-
6. Balance Available	34,280.32
7. Amount Due this Application	31,251.06

CERTIFICATION The undersigned Contractor/Vendor/Grantee certifies that: (1) all previous progress payments received from Owner on account of Work done under the Contract/Quote/Grant have been applied on account to discharge Contractor's/Vendor's/Grantee's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract/Quote/Grant Documents and is not defective.

Approved by: \_\_\_\_\_

City Official/Engineer

\_\_\_\_\_ Date

Approved by: \_\_\_\_\_

Owner

\_\_\_\_\_ Date

Approved by: \_\_\_\_\_

Bank (if applicable)

\_\_\_\_\_ Date

By: \_\_\_\_\_

Date: \_\_\_\_\_

Approved by: \_\_\_\_\_

Escrow Agent

\_\_\_\_\_ Date

**City of Lake Geneva and Chicago Title Escrow Agreement for TID 4 Funds**

**Contractor's/Vendor's/Grantee's Application For Payment No.**

3

Application Period:

Application Date:

7/21/2016

To (Owner):

City of Lake Geneva

From (Contractor/Vendor/Grantee):

Humphreys Contracting

Via (City Official/Engineer)

Director of Public Works & Utilities

Project:

8) Riviera Grounds

Contract/Quote:

Brick Pavement

**Application for Payment - Change Order Summary**

Number	Additions Due From City	Deductions (Unused)
<b>Total</b>		

1. Current Contract/Quote/Grant Amount	10,945.00
2. Less Previous Non Escrow Payments	-
3. Balance of Escrow	<u>10,945.00</u>
4. Less Previous Escrow Payments	<u>5,200.00</u>
5. Plus/Less Change Orders	-
6. Balance Available	<u>5,745.00</u>
7. Amount Due this Application	<u>5,745.00</u>

CERTIFICATION The undersigned Contractor/Vendor/Grantee certifies that: (1) all previous progress payments received from Owner on account of Work done under the Contract/Quote/Grant have been applied on account to discharge Contractor's/Vendor's/Grantee's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract/Quote/Grant Documents and is not defective.

Approved by: \_\_\_\_\_  
City Official/Engineer Date

Approved by: \_\_\_\_\_  
Owner Date

Approved by: \_\_\_\_\_  
Bank (if applicable) Date

By:	Date:

Approved by: \_\_\_\_\_  
Escrow Agent Date

**City of Lake Geneva and Chicago Title Escrow Agreement for TID 4 Funds**

**Contractor's/Vendor's/Grantee's Application For Payment No.**

3

Application Period:

Application Date:

7/21/2016

To (Owner):

City of Lake Geneva

From (Contractor/Vendor/Grantee):

Humphreys Contracting

Via (City Official/Engineer)

Director of Public Works & Utilities

Project:

10) Main Street Widening

Contract/Quote:

Main Street Side Walks

**Application for Payment - Change Order Summary**

Number	Additions Due From City	Deductions (Unused)
<b>Total</b>		

1. Current Contract/Quote/Grant Amount	11,520.00
2. Less Previous Non Escrow Payments	-
3. Balance of Escrow	<u>11,520.00</u>
4. Less Previous Escrow Payments	<u>7,265.65</u>
5. Plus/Less Change Orders	-
6. Balance Available	<u>4,254.35</u>
7. Amount Due this Application	<u>4,254.35</u>

CERTIFICATION The undersigned Contractor/Vendor/Grantee certifies that: (1) all previous progress payments received from Owner on account of Work done under the Contract/Quote/Grant have been applied on account to discharge Contractor's/Vendor's/Grantee's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract/Quote/Grant Documents and is not defective.

Approved by: \_\_\_\_\_  
City Official/Engineer Date

Approved by: \_\_\_\_\_  
Owner Date

Approved by: \_\_\_\_\_  
Bank (if applicable) Date

By:	Date:

Approved by: \_\_\_\_\_  
Escrow Agent Date

**City of Lake Geneva and Chicago Title Escrow Agreement for TID 4 Funds**

**Contractor's/Vendor's/Grantee's Application For Payment No.**

1

Application Period:

Application Date:

7/18/2016

To (Owner):

City of Lake Geneva

From (Contractor/Vendor/Grantee):

Lake Geneva Development Corporation

Via (City Official/Engineer)

City Administrator

Project:

2) Traver Hotel Redevelopment

Contract/Quote:

Development Agreement

**Application for Payment - Change Order Summary**

Number	Additions Due From City	Deductions (Unused)
<b>Total</b>		

1. Current Contract/Quote/Grant Amount	150,000.00
2. Less Previous Non Escrow Payments	107,233.00
3. Balance of Escrow	42,767.00
4. Less Previous Escrow Payments	-
5. Plus/Less Change Orders	-
6. Balance Available	42,767.00
7. Amount Due this Application	25,867.50

CERTIFICATION The undersigned Contractor/Vendor/Grantee certifies that: (1) all previous progress payments received from Owner on account of Work done under the Contract/Quote/Grant have been applied on account to discharge Contractor's/Vendor's/Grantee's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract/Quote/Grant Documents and is not defective.

Approved by:

City Official/Engineer

Date

Approved by:

Grantee

Date

Approved by:

Bank (if applicable)

Date

Approved by:

Escrow Agent

Date

By:

Date:

**City of Lake Geneva and Chicago Title Escrow Agreement for TID 4 Funds**

**Contractor's/Vendor's/Grantee's Application For Payment No. 1**

Application Period:		Application Date: <b>5/14/2016</b>
To (Owner): <b>City of Lake Geneva</b>	From (Contractor/Vendor/Grantee): <b>Systems Design</b>	Via (City Official/Engineer) <b>Director of Public Works &amp; Utilities</b>
Project: <b>8) Riviera Grounds</b>	Contract/Quote: <b>Irrigation</b>	

**Application for Payment - Change Order Summary**

Number	Additions Due From City	Deductions (Unused)
<b>Total</b>		

1. Current Contract/Quote/Grant Amount	<b>10,000.00</b>
2. Less Previous Non Escrow Payments	-
3. Balance of Escrow	<b>10,000.00</b>
4. Less Previous Escrow Payments	-
5. Plus/Less Change Orders	-
6. Balance Available:	<b>10,000.00</b>
7. Amount Due this Application	<b>1,708.47</b>

CERTIFICATION The undersigned Contractor/Vendor/Grantee certifies that: (1) all previous progress payments received from Owner on account of Work done under the Contract/Quote/Grant have been applied on account to discharge Contractor's/Vendor's/Grantee's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract/Quote/Grant Documents and is not defective.

Approved by: *[Signature]* 7/21/16  
City Official/Engineer Date

Approved by: \_\_\_\_\_  
Owner Date

Approved by: \_\_\_\_\_  
Bank (if applicable) Date

By: *[Signature]* Date: 7-14-16

Approved by: \_\_\_\_\_  
Escrow Agent Date

**City of Lake Geneva and Chicago Title Escrow Agreement for TID 4 Funds**

**Contractor's/Vendor's/Grantee's Application For Payment No.**

1

Application Period:

Application Date:

7/16/2016

To (Owner):

City of Lake Geneva

From (Contractor/Vendor/Grantee):

Wil-Surge Electric Inc.

Via (City Official/Engineer)

Director of Public Works & Utilities

Project:

8) Riviera Grounds

Contract/Quote:

Electrical Contract

**Application for Payment - Change Order Summary**

Number	Additions Due From City	Deductions (Unused)
<b>Total</b>		

1. Current Contract/Quote/Grant Amount	7,650.00
2. Less Previous Non Escrow Payments	-
3. Balance of Escrow	<u>7,650.00</u>
4. Less Previous Escrow Payments	-
5. Plus/Less Change Orders	-
6. Balance Available	<u>7,650.00</u>
7. Amount Due this Application	<u>7,650.00</u>

CERTIFICATION The undersigned Contractor/Vendor/Grantee certifies that: (1) all previous progress payments received from Owner on account of Work done under the Contract/Quote/Grant have been applied on account to discharge Contractor's/Vendor's/Grantee's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract/Quote/Grant Documents and is not defective.

Approved by: \_\_\_\_\_  
City Official/Engineer Date

Approved by: \_\_\_\_\_  
Owner Date

Approved by: \_\_\_\_\_  
Bank (if applicable) Date

By:	Date:

Approved by: \_\_\_\_\_  
Escrow Agent Date



June 28, 2016

Blaine Oborn, City Administrator  
City of Lake Geneva, Wisconsin  
626 Geneva St.  
Lake Geneva, WI 53147

We are pleased to confirm our understanding of the services we are to provide the City of Lake Geneva, Wisconsin, for the year ended. We will audit the financial statements of the City of Lake Geneva, Wisconsin, Tax Incremental District No. 4, (the "District") and the related notes to the financial statements from the date the District was created (September 11, 1995) through the date of termination (May 12, 2016). Our audit will include an examination of your compliance with laws, rules and regulations related to the expenditure of tax incremental funds. Our audit will be conducted in accordance with auditing standards generally accepted in the United States and the financial and compliance requirements set forth in Government Auditing Standards, an essential part of which is the review and evaluation of your systems of internal control over financial reporting, and will include tests of your accounting records and other procedures we consider necessary to enable us to express an opinion on the financial statements of the City of Lake Geneva, Wisconsin, Tax Incremental District No. 4, and its compliance with laws, rules and regulations.

We have also been engaged to report on supplementary information that accompanies City of Lake Geneva, Wisconsin, Tax Incremental District No. 4 financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole:

#### Detailed Summary of Sources, Uses and Status of Funds

The objective of our audit is the expression of an opinion as to whether the District's financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements taken as a whole. It is understood that although the purpose and objective of our audit is to lead to the expression of an unmodified opinion with respect to the financial statements, circumstances may exist or may arise which would preclude submitting such an opinion. Should circumstances be discovered which would have an effect on our opinion, we will inform you as promptly as possible and attempt to arrive at a conclusion acceptable to both of us. If our opinion will be other than unmodified, the reasons will be fully disclosed.

It is understood that our audit is based upon tests and samples, since detailed auditing of all transactions is not practical. It is also understood that such an audit, even when tests and samples are deemed adequate in the circumstances to provide the basis for a professional opinion that the financial statements are presented fairly in a material respect, is not specifically designed, and cannot be relied upon to disclose fraud, defalcations, other illegal acts, or errors or similar irregularities should any exist.

We call your attention to the fact that management has the responsibility for the proper recording of transactions, for the safeguarding of assets, and for the substantial accuracy of the financial statements. Although our firm may have prepared or assisted in the preparing your financial statements, the statements are the representations of management.



In connection with this responsibility, you agree to provide us, prior to the delivery date of the financial statements, with written confirmation of the representations made to us by you and your staff during the course of our engagement.

Our fee for these services will not exceed \$6,500 and will additional procedures on the City's escrow agreement established to finance remaining project costs after District closure. We anticipate completing our engagement at a mutually agreeable timeframe, with the understanding that the audit will be completed prior to the final accounting for the District is due to the State of Wisconsin by November 12, 2016.

Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 90 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to the City of Lake Geneva, Wisconsin, and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Schenck SC



David L. Maccoux, CPA  
Shareholder  
2200 Riverside Drive  
P.O. Box 23819  
Green Bay, WI 54305  
920-455-4114

RESPONSE:

This letter correctly sets forth the understanding of the City of Lake Geneva Tax Incremental District No. 4.

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## ORDINANCE 16-11

### **AN ORDINANCE AMENDING Sections 98-407: Substandard Lot Regulations; 98-706: Exterior Storage Standards for Residential, Office and Commercial Districts; 98-034: Definitions; and 98-206 Commercial Land Uses of the Municipal Zoning Code of the City of Lake Geneva, Wisconsin**

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

That Sections 98-407: Substandard Lot Regulations; 98-706: Exterior Storage Standards for Residential, Office and Commercial Districts; 98-034: Definitions; and 98-206 Commercial Land Uses of the CITY OF LAKE GENEVA ZONING ORDINANCE are hereby amended to read as follows:

#### **Section 98-407 Substandard Lot Regulations**

- (1) Upon and after the effective date of this Chapter, no lot shall be created which does not meet the Minimum Zoning District Area requirements of Section 98-304 or the Minimum Lot Area requirements of Section 98-305 or which does not meet the lot dimension requirements of Sections 98-402 or 98-403.
- (2) A lot of record existing upon the effective date of this Chapter in a Residential District (see Section 98-102), which does not meet the Minimum Zoning District Area of Section 98-304 or the Minimum Lot Area (MLA) requirements of Section 98-305, or which does not meet the lot dimension requirements of Sections 98-402 or 98-403 may be utilized for a detached single-family dwelling unit, provided the measurements of such area and dimensions are equal to or greater than 70% of the requirements of this Chapter. Said lot shall not be more intensively developed (with multi-family or nonresidential uses) unless combined with one or more abutting lots (or portions thereof) so as to create a lot which meets the requirements of this Chapter.
- (3) Existing legal lots of record that are now substandard in any way, and that are zoned ER-1 shall be considered as legal substandard lots. For new dwellings or building additions on such lots, a Conditional Use Permit may be sought to enable the granting of permission to use the lot width, lot frontage, lot area and setback requirements of the SR-4 District. (Section 98-905 for Conditional Use procedures). For this particular type of Conditional Use Permit request, a fee of \$100.00 shall be imposed. (Ord. No. 98-1 2/9/98)

#### **Section 98-706 Exterior Storage Standards for Residential, Office and Commercial Districts**

- (1) **Purpose:** The purpose of this Section is to control the use of residential, office and commercial property for exterior storage so as to promote the safety and general welfare of the public. For exterior storage in agricultural and industrial districts, refer to Section 98-206.
- (2) **Requirements for Exterior Storage in Residential Zoning Districts:** No person shall park or store recreational vehicles on a lot in a residential district except within a fully enclosed structure or except as provided herein.

- (a) For the purposes of this Ordinance, a recreational vehicle or equipment shall include boats, boats with trailers, motor homes, motor coaches, pickup campers, camping trailers, travel trailers, fifth-wheel trailers, large utility trailers, race cars and their trailers, canoes or kayaks and their trailers, tent campers, folding campers, utility trailers, carnival equipment and their trailers, and cases or boxes used to transport recreational vehicles or their equipment, and similar equipment and vehicles.
- (b) Outside parking of recreational vehicles and equipment are subject to the following provisions:
1. No more than two (2) recreational vehicles may be parked or stored outside a fully enclosed structure in the rear yard.
  2. A recreational vehicle may be parked or stored in a front or side yard on an existing driveway, from Memorial Day until Labor Day, as long as it is on a concrete, asphalt, or paving brick surface. Vehicles may not be used as living quarters in this situation. If rear of lot is not accessible through driveway, a recreational vehicle may be parked long term on the side yard as long as no portion extends past the plane of the house which abuts a public Right of Way other than an alley way.
  3. A recreational vehicle shall be located not closer than three (3) feet to a side or rear lot line.
  4. The recreational vehicle shall be maintained and be in good condition and safe for effective performance for the function in which it was intended. The exterior of the vehicle shall be intact.
  5. Recreational vehicles shall be roadworthy. Vehicles that require a license shall be properly licensed.
  6. No recreational vehicles or equipment shall be parked or stored in any open space outside a building unless such equipment is wholly owned by the property owner who shall be in residence at the property in question. If the property is rented, such storage shall be permitted to the tenant only provided that such equipment is owned by the tenant.
  7. All equipment shall be parked or stored as inconspicuously as possible on the property. The area around the equipment or vehicle must be kept weed free and free of accumulation of other storage material.
  8. Under no circumstances shall a recreational vehicle be parked uncoupled from the tow vehicle in a public Right of Way, including an Alley way.

### **Section 98-034: Definitions**

**Single-family detached dwelling unit:** A dwelling designed for and occupied by not more than one family and having no roof, wall, or floor in common with any other dwelling unit. This dwelling unit type consists of a fully detached single-family residence which is located on an individual lot or within a group development. The dwelling unit must be a site built structure built in compliance with the State of Wisconsin Uniform Dwelling Code (UDC), or may be a manufactured dwelling (modular home) as permitted by the UDC or a manufactured home as permitted by the HUD code. For any of these dwelling units, the use of a permanent, continuous

UDC foundation is required. This dwelling unit type may not be split into two or more residences. Refer to the illustration (right) and to Article I for setback requirements labeled in capital letters: **A single family dwelling may not be used as a commercial indoor lodging facility.**

### **Section 98-206 Commercial Land Uses**

#### **(k) Commercial Indoor Lodging**

**Description: Commercial indoor lodging facilities include land uses which provide sleeping accommodations for overnight and/or extended stay housing in individual rooms or suites of rooms, for consideration to transients. Such land uses may provide in-room or in-suite kitchens, and may also provide indoor recreational facilities for the exclusive use of their customers. This land use includes but is not limited to hotels and motels.**

**Commercial indoor lodging facilities also include land uses which provide sleeping accommodations for transients for overnight and/or extended stay housing in distinct housing units, including single-family, two-flat, twin home, duplex, townhouse, multiplex and apartment dwelling units, including but not limited to land uses commonly referred to as “cottages”, “vacation homes”, “tourist homes”, “resort homes”, “fractional ownership and time share units”.**

**As opposed to residential land uses, such commercial indoor lodging land uses are intended and managed to accommodate transients and tourists, and are thus prohibited from all Residential zoning districts, and from the Neighborhood Office and Neighborhood Business zoning districts. Such land uses are typically occupied to provide access to recreational, cultural and business opportunities in the region, and generally do not serve as the permanent legal residence of the occupants.**

**Dwelling units which are occupied by a single property owner and guests staying without consideration for less than a year, and remain unoccupied by any other party for the remainder of the year, such as many “second homes” are considered residential units, rather than commercial indoor lodging. This land use does not include Bed and Breakfast Establishments as regulated in Sec. 98-206 (4)(l).**

**Restaurant, arcades, fitness centers, and other on-site facilities available to non-lodgers are not considered accessory uses and therefore require review as a separate land use.**

1. Permitted by Right: Not applicable.
2. Conditional Use Regulations {PO, PB, GB, CB}:
  - a. If located on the same side of a building as abutting residentially zoned property, no customer entrance of any kind shall be permitted within 100 feet of a residentially zoned property.

- b. Facility shall provide a bufferyard with a minimum opacity of .60 along all property borders abutting residentially zoned property (see Section 98-610).
  - c. Within the PO District, each and every room must take primary access via an individual interior door, and may not be accessed via an external balcony, porch or deck, except for emergency purposes.
  - d. All vehicles shall have and shall be parked on an improved surface including any type of recreational vehicle.
  - e. No outside storage of any recreational accessories such a pool floats, life jackets, etc.
  - f. Shall comply with Section 98-905, standards and procedures applicable to all conditional uses.
  - g. After approval applicant must apply for City Business License.
  - h. After approval applicant must apply for and comply with the room tax permit.
3. Parking Regulations: One space per bedroom, plus one space for each employee on the largest work shift.

Adopted, passed, and approved by the Common Council of the City of Lake Geneva, Walworth County, Wisconsin, this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

ATTEST:

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Alan Kupsik, Mayor

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Sabrina Waswo, City Clerk

First Reading: 07/25/16  
Second Reading:  
Adopted:  
Published:

9. **Public Hearing and Recommendation on a Conditional Use Application filed by Lyle Fitterer, 1040 San Jose Drive, Elm Grove, IL 53122, to install an accessory structure (Pier) closer to the lake shore than the primary structure, within Lakeshore Overlay Zoning District located at 63 Hillside Drive, Lake Geneva, WI 53147, Tax Key No. ZYUP 000941.**

**DISCUSSION**

Applicant gave an overview of the application details and there was a brief discussion with the Commission. Note – Commissioner Taylor Frederick recused himself to the audience for this item.

**PUBLIC SPEAKER #1** – None

**MOTION #8**

Skates/Gibbs moved to close the public hearing. The motion carried unanimously.

**MOTION #9**

Skates/Hartz moved to approve the recommendation on a Conditional Use Application filed by Lyle Fitterer, 1040 San Jose Drive, Elm Grove, IL 53122, to install an accessory structure (Pier) closer to the lake shore than the primary structure, within Lakeshore Overlay Zoning District located at 63 Hillside Drive, Lake Geneva, WI 53147, Tax Key No. ZYUP 000941, including all staff recommendations and fact finding. The motion carried with Fredricks abstaining.

10. **Public Hearing and recommendation on Zoning Text Amendments for Section 98-407 Substandard Lot Regulations, Section 98-706 Exterior Storage Standards for Residential, Office, and Commercial Districts, Section 98-034 Definitions, & Section 98-206(4)(k) Commercial Indoor Lodging.**

**DISCUSSION**

Inspector Robers and Mayor Kupsik gave an overview of the recommendation details and there was a brief discussion with the Commission. A memorandum from city attorney Dan Draper was read into the record by Mayor Kupsik.

**PUBLIC SPEAKER #1** – None

**MOTION #10**

Gibbs/Hill moved to close the public hearing. The motion carried unanimously.

**MOTION #11**

See all below:

**Section 98-407 Substandard Lot Regulations**

Skates/Hill move to approve the recommendation on Zoning text amendments for Section 98-407 Substandard Lot Regulations. The motion carried unanimously.

**Section 98-706 Exterior Storage Standards for Residential, Office, and Commercial Districts**

Hill/Skates move to approve the recommendation on Zoning text amendments for Section 98-706 Exterior Storage Standards for Residential, Office, and Commercial Districts. The motion carried unanimously.

**Section 98-034 Definitions**

Gibbs/Hartz move to approve the recommendation on Zoning text amendments for Section 98-034 Definitions. The motion carried 5/2 with Hill and Frederick voting No.

**Section 98-206(4)(k) Commercial Indoor Lodging**

Hartz/Skates move to approve the recommendation on Zoning text amendments for Section 98-206(4)(k) Commercial Indoor Lodging. The motion carried 6/1 with Hill voting No.

# CITY OF LAKE GENEVA

626 Geneva Street  
Lake Geneva, WI 53147  
(262) 248-3673  
[www.cityoflakegeneva.com](http://www.cityoflakegeneva.com)



## Memorandum

**Date:** July 25, 2016

**To:** Finance, License & Regulation Committee

**From:** Blaine Oborn, City Administrator

**Subject:** Discussion/Recommendation of Premier Resort Area Tourist Sales Tax and consideration of a corresponding Referendum

Given that Lake Geneva is a tourist community, the City has been deliberating on enacting the Premier Resort Area Tax (PRAT) tourist sales tax for the last five years. During this time, two more municipalities in the state have implemented this tourist sales tax. Attached is the latest Lake Geneva Tourist Sales Tax (PRAT) Fact Sheet.

The City Council has come to the point of considering taking the deliberation to the voters with a referendum with the following options:

Option 1 – November 8, 2016 Referendum. The advantage is that this will be a Presidential election with a large voter turnout expected. The negatives are 1) The estimated cost of the referendum at \$2,000, and 2) The quick time required to educate the voters. The deadline for approving the referendum is August 20, 2016.

Option 2 – April 4, 2017 Referendum. The advantages are 1) Very little additional cost since this is already a local election, and 2) Provides more time to educate the voters. The negative is that there will likely be a lower voter turnout than option 1.

Option 3 – No Referendum. The City could try to garner legislative support before considering a referendum or postpone consideration of the PRAT at this time.

# CITY OF LAKE GENEVA



## Tourist Sales Tax (PRAT) Fact Sheet

July 25, 2016 Education

On the Premier Resort Area Tax (PRAT)

### Did You Know?

Lake Geneva provides tourism, shopping, and working services to a population far exceeding those being taxed within the City.

The year around daytime population of Lake Geneva increases by 23% due to commuting, the population triples with summer tourist.

Lake Geneva is the County's economic center, generating 25% of the County Retail sales, while having only 7% of the County population and 8% of the County property value.

Lake Geneva generates an estimated 25% (\$2.1 Million) of the Walworth County's \$8.5 Million Sales Tax, yet receives none of the sales tax revenue generated within Walworth County.

Lake Geneva's State shared revenue accounts for only 1% of the City's operating budget, with the State average at 13%.

Lake Geneva is losing approximately \$200,000 annually due to recent State Law changes in Room Tax which is used to pay for City tourism services.

The State of Wisconsin continues to provide tax relief to businesses, causing municipalities to rely more and more on residential property taxes for funding.

Under the current revenue trends, Lake Geneva may not have adequate tax revenue in the future to maintain services and infrastructure without increasing taxes or finding additional funding. Roads have a life of 30 years, with the City having 41 miles of roadway and only resurfacing 1 mile per year.

It is the City's desire to do everything possible to avoid the need for additional residential property taxes. The City is overly dependent on property taxes, with 55% of revenue coming from property taxes. The State average for municipalities is 44%.

The City faces the need to transition away from a volunteer fire department to a staffed department, resulting in additional costs up to \$400,000 annually.

Municipalities that have already implemented the PRAT local tourist sales tax are Lake Delton (in 1998), Wisconsin Dells (in 1998), Bayfield (in 2003), Eagle River (in 2006), Stockholm (in 2014), and Rhinelander (in 2016).

## How does PRAT Tourist Sales Tax work?

The PRAT is the only sales tax available for municipalities like Lake Geneva.

A half cent on the dollar, Premier Resort Area Tax (PRAT) would generate revenue from those regional visitors and travelers who utilize City amenities and infrastructure; the end result is all who utilize City amenities will contribute to the upkeep of the infrastructure.

A goal for the City of Lake Geneva is to lower its dependence on property taxes as a source of revenue, while still maintaining a safe level of fire protection, police protection, parks services, tourist service, and street services which our residents have come to expect and deserve.

A conservative estimate of revenue generated from a PRAT would be \$800,000 annually which by state statute, can only be spent on infrastructure needs — roads, bridges, parks, lakefront, etc.

The PRAT Tourist Sales Tax would increase the tourist sales tax in the City of Lake Geneva from 5.5% to 6.0%, with the City receiving the 0.5% increase. For example: the tax on a \$50 restaurant dinner would go from \$2.75 to \$3.00, with the City receiving 25 cents. Only about 50% of the retail businesses would be considered tourist related and thus required to collect the extra 0.5%.

It is estimated that only 30% of the PRAT Tourist Sales tax will be paid by residents of Lake Geneva, with the average resident household paying \$74 per year in sales tax, as opposed to an alternative property tax increase of \$173 (12% property tax increase) with the residents paying 100%.

## What is the process to implement a PRAT Tourist Sales Tax?

The City Council needs to garner public support for the PRAT tourist sales tax through a Referendum. The Referendum would appear on a ballot: “Should the City of Lake Geneva levy a 0.5% (half cent on the dollar) sales tax on tourist related items sold, leased or rented through tourist related retailers to pay for street, parks, fire, police and public works infrastructure?”  
“YES or NO”

The State of Wisconsin legislature must then pass a statute allowing the City of Lake Geneva to enact this tax by tourism related retailers.

The City of Lake Geneva must pass a resolution with two-thirds City Council approval declaring Lake Geneva a “premier resort area”.

Educate affected establishments of the rate change, and work with the Wisconsin Department of Revenue to enact the tax.

Reiterate that by State of Wisconsin statute, these funds can only be spent on infrastructure.

Assure businesses and residents that the funds would be used to maintain Lake Geneva as a premier resort area community, thus benefiting the entire region.



City of Lake Geneva  
Building and Zoning  
626 Geneva Street  
Lake Geneva, WI 53147

To the Mayor and Common Council,

At the July 18, 2016 meeting of the Plan Commission these items were recommended for approval.

A Planned Development including both the General Development Plan (GDP) and the Precise Implementation Plan (PIP) filled by Oakfire Restaurant, 831 Wrigley Drive, Lake Geneva, WI 53147 for building modifications to include a rear addition and a new second floor with indoor and outdoor seating was recommended for approval to include Staff recommendations, fact finding, alley to be passable by end of work day, wood sample show to be product used for all wood references on plan, smooth sample of concrete samples (bottom) be used for all precast sections, both wood and precast be used bellow front windows as shown on plan, emergency services be notified 48 hours in advance when road and alley is going to be blocked by construction equipment, Exterior construction to be completed between November 1<sup>st</sup> and April 30<sup>th</sup>, roof panels to be bronze color to match window surrounds, Hardy Board to be standard 6" overlap, notify neighbors when road or alley will be blocked, protect street and curb from damage, and fire sprinklers are required.

As the Building and Zoning Administrator I am therefore requesting that the City Council take into consideration the unanimous vote of the Plan Commission on all of the items and approve them with the Plan Commission requirements and any additional City Council requirements.

Sincerely,  
Kenneth Robers  
Building and Zoning Administrator

7. **Continued Public Hearing and recommendation on a General Development Plan (GDP) Application filed by Peter Jurgens for Oakfire Restaurant, 831 Wrigley Drive, Lake Geneva, WI 53147 for building Modifications to include a rear addition, and a new second floor with indoor and outdoor seating in the Central Business (CB) zoning district at 831 Wrigley Drive, Tax Key No. ZOP 00340.**

**DISCUSSION** –Peter Jurgens, 262 Center Street - Applicant & David Scotney, Owner

Applicants gave an overview of the application details and there was an extensive discussion with the Commission.

**PUBLIC SPEAKER #1** – None

**MOTION #4**

Gibbs/Skates moved to close the public hearing. The motion carried unanimously.

**MOTION #5**

Hill/Gibbs moved to approve the recommendation on a General Development Plan (GDP) Application filed by Peter Jurgens for Oakfire Restaurant, 831 Wrigley Drive, Lake Geneva, WI 53147 for building Modifications to include a rear addition, and a new second floor with indoor and outdoor seating in the Central Business (CB) zoning district at 831 Wrigley Drive, Tax Key No. ZOP 00340, including all staff recommendations and fact finding.

The motion carried unanimously.

8. **Public Hearing and recommendation on a Precise Implementation Plan (PIP) Application filed by Peter Jurgens for Oakfire Restaurant, 831 Wrigley Drive, Lake Geneva, WI 53147 for building Modifications to include a rear addition, and a new second floor with indoor and outdoor seating in the Central Business (CB) zoning district at 831 Wrigley Drive, Tax Key No. ZOP 00340.**

**DISCUSSION** –Peter Jurgens, 262 Center Street - Applicant & David Scotney, Owner

Applicants gave an overview of the application details and there was an extensive discussion with the Commission.

**PUBLIC SPEAKER #1** – Terry O’Neil, 954 George Street, LG

O’Neil stated his confusion on what is actually being approved.

**MOTION #6**

Gibbs/Hartz moved to close the public hearing. The motion carried unanimously.

**MOTION #7**

Hartz/Gibbs moved to approve the recommendation on a Precise Implementation Plan (PIP) Application filed by Peter Jurgens for Oakfire Restaurant, 831 Wrigley Drive, Lake Geneva, WI 53147 for building Modifications to include a rear addition, and a new second floor with indoor and outdoor seating in the Central Business (CB) zoning district at 831 Wrigley Drive, Tax Key No. ZOP 00340, to include Staff recommendations, fact finding, alley to be passable by end of work day, wood sample shown to be product used for all wood references on plan, smooth sample of concrete samples shown (bottom) to be used for all precast sections, both wood and precast be used below front windows as shown on plan, emergency services be notified 48 hours in advance when road and alley is going to be blocked by construction equipment, exterior construction to be completed between November 1<sup>st</sup> and April 30<sup>th</sup>, roof panels to be bronze color to match window surrounds, Hardy Board to be standard 6” overlap, notify neighbors when road or alley will be blocked, protect street and curb from damage, and fire sprinklers are required. The motion carried unanimously.

**STAFF REPORT**  
To Lake Geneva Plan Commission

Meeting Date: July 18, 2016

**Agenda Item #6A**

**Applicant:**

Paul Pappas for Gold Coast  
1102 Kathy Ct.  
Fontana, WI 53125

**Request:**

New exterior awning with signage at existing business at  
108 Broad Street, Tax Key No. ZOP 00347B.

**Description:** The applicant would like to replace an existing dilapidated awning with a new canvas awning with store signage.

**Staff Recommendation:** Staff has no objection to the proposed awning as it replaces an existing awning that has fallen into disrepair and presents a danger to people using the sidewalk below. Staff has contacted the awning manufacturer about reinstalling the lights on the new awning and was told that it was not designed for the additional weight, therefore staff recommends that the lights be prohibited from being installed on the new awning supports.

**Agenda Item #6B**

**Applicant:**

Beth Tumas for The Bottle Shop  
617 W Main Street  
Lake Geneva, WI 53147

**Request:**

New exterior signage at an existing business at  
617 W Main Street, Tax Key No. ZOP 00291.

**Description:** The applicant would like to replace two existing exterior signs with new signs with different wording.

**Staff Recommendation:** Staff has no objection to the replacement signs as they are the same colors and similar size to the existing signs.

**Agenda Item #7**

**Applicant:**

Oakfire Restaurant  
831 Wrigley Drive  
Lake Geneva, WI 53147

**Request:**

General Development Plan (GDP) for a rear and second  
floor addition/remodel at 831 Wrigley Drive, Tax Key  
No. ZOP 00340.

**Description:**

The applicant proposes to build a new kitchen on the rear of the building and a new second story at this which requires a Planned Development Process.

**Staff Recommendation:**

Staff recommends approval of the General Development Plan (GDP) for this location with the provisions that the applicant receives approval from the Plan Commission for the Precise Implementation Plan.

- A. If, after the public hearing, the Commission wishes to recommend approval, then the appropriate fact finding would be:
1. In general, the proposed Planned Development (GDP) is in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
  2. Specific to this site, the proposed Planned Development is in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
  3. The proposed Planned Development in its proposed location, and as depicted on the required site plan does not result in a substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions of this Chapter, the Comprehensive Plan or any other plan, program, map, or ordinance adopted or under consideration pursuant to official notice by the City or other governmental agency having jurisdiction to guide development.
  4. The proposed Planned Development maintains the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.
  5. The proposed Planned Development is located in an area that will be adequately served by, and will not impose an undue burden on any of improvements, facilities, utilities or services provided by public agencies serving the subject property.
  6. The potential public benefits of the proposed Planned Development outweigh all potential adverse impacts of the proposed Planned Development after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts.
- B. If, after the public hearing, the Commission wishes to recommend denial, then the appropriate fact finding would be:
1. In general, the proposed Planned Development (GDP) is not in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
  2. Specific to this site, the proposed Planned Development is not in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
  3. The proposed Planned Development in its proposed location, and as depicted on the required site plan does result in a substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions of this Chapter, the Comprehensive Plan or any other plan, program, map, or ordinance adopted or under consideration pursuant to official notice by the City or other governmental agency having jurisdiction to guide development.
  4. The proposed Planned Development does not maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.

5. The proposed Planned Development is located in an area that will be adequately served by, and will not impose an undue burden on any of improvements, facilities, utilities or services provided by public agencies serving the subject property.
6. The potential public benefits of the proposed Planned Development do not outweigh all potential adverse impacts of the proposed Planned Development after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts.

Agenda Item #8

Applicant:

Oakfire Restaurant

831 Wrigley Drive

Lake Geneva, WI 53147

Request:

Precise Implementation Plan (PIP) for a rear and second floor addition/remodel at 831 Wrigley Drive, Tay Key No. ZOP 00340.

Description:

The applicant proposes to build a new kitchen on the rear of the building and a new second story at this which requires a Planned Development Process.

Staff Recommendation:

Staff recommends approval of the Precise Implementation Plan (PIP) for this location with the provisions that the applicant comes back to the Plan Commission with a more detailed plan that addresses any of the Plan Commissions concerns.

- A. If, after the public hearing, the Commission wishes to recommend approval, then the appropriate fact finding would be:
  1. In general, the proposed Planned Development (PIP) is in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
  2. Specific to this site, the proposed Planned Development is in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
  3. The proposed Planned Development in its proposed location, and as depicted on the required site plan does not result in a substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions of this Chapter, the Comprehensive Plan or any other plan, program, map, or ordinance adopted or under consideration pursuant to official notice by the City or other governmental agency having jurisdiction to guide development.
  4. The proposed Planned Development maintains the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.
  5. The proposed Planned Development is located in an area that will be adequately served by, and will not impose an undue burden on any of improvements, facilities, utilities or services provided by public agencies serving the subject property.

- \_\_\_\_\_ (b) A map, such as the Land Use Plan Map, of the generalized location of the subject property in relation to the City as a whole:
- \_\_\_\_\_ (c) A written description of the proposed precise implementation plan describing the type of activities, building, and structures proposed for the subject property and their general locations;
- \_\_\_\_\_ (d) A site plan (conforming to the requirements of Section 98-908(3) of the subject property as proposed for development OR if the proposed precise implementation plan is a group development (per Section 98-208) a proposed preliminary plat or conceptual plat may be substituted for the required site plan, provided said plat contains all information required on said site plan, provided said plat contains all information required on said site plan per Section 98-908.
- \_\_\_\_\_ (e) Written justification for the proposed precise implementation plan:
  - \_\_\_\_\_ Indicating reasons why the Applicant believes the proposed precise implementation plan is appropriate with the recommendations of the City of Lake Geneva Comprehensive Master Plan, particularly as evidenced by compliance with the standards set out in Section 98-905(4)(b) 1.-6. (See below)

**III. JUSTIFICATION OF THE PROPOSED PRECISE IMPLEMENTATION PLAN**

1. How is the proposed precise implementation plan (the use in general, independent of its location) in harmony with the purposes, goals, objectives, policies and standards of the City of Lake Geneva Comprehensive Plan, the Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City?

*we meet all city zoning and comprehensive plans  
 except for Ally Set-Back. This Remodel will provide  
 First Class Dining with Lake Views*

2. How is the proposed precise implementation plan, in its specific location, in harmony with the proposed goals, objectives, policies and standards of the City of Lake Geneva Comprehensive Plan, the Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City?

*The proposed Plan will clean-up The Area Ally Area -  
 and Replace The Existing Cooler and Stove Case which is in  
 The Set-Back Area and provide for a New Grease Trap  
 The new Remodelled Building will Be a Fresh Look for The Downtown Area*

3. Does the proposed precise implementation plan, in its proposed location and as depicted on the required site plan (see Section 98-905(3)(d)), result in any substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions of the Zoning Ordinance, the Comprehensive Plan, or any other plan, program, map ordinance adopted or under consideration pursuant to official notice by the City or other governmental agency having jurisdiction to guide development?

*no Adverse impact - will Help Clean-up Area and  
 provide Area for Dumpster and Grease Trap*

4. How does the proposed precise implementation plan maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property?

*Doesn't Change Land Use The New 2<sup>nd</sup> Floor*

*Additions Meets Current Zoning*

5. Is the proposed precise implementation plan located in an area that will be adequately served by, and will not impose an undue burden on, any of the improvements, facilities, utilities or services provided by public agencies serving the subject property?

*There will Be No Undue Burden on City From This Addition*

6. Do the potential public benefits of the proposed precise implementation plan outweigh all potential adverse impacts of the proposed precise implementation (as identified in Subsections 98-905(4)(b) 1.-5.), after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts?

*Yes - The River Valley Area will look Substantially Better and provide Dumpster Area and a Safe Use of the Basement Areas*

**IV. FINAL APPLICATION PACKET INFORMATION**

\_\_\_\_ Receipt of 5 full-scale copies in blue line or black line of complete Final Application Packet by Zoning Administrator: Date: \_\_\_\_\_ by: \_\_\_\_\_

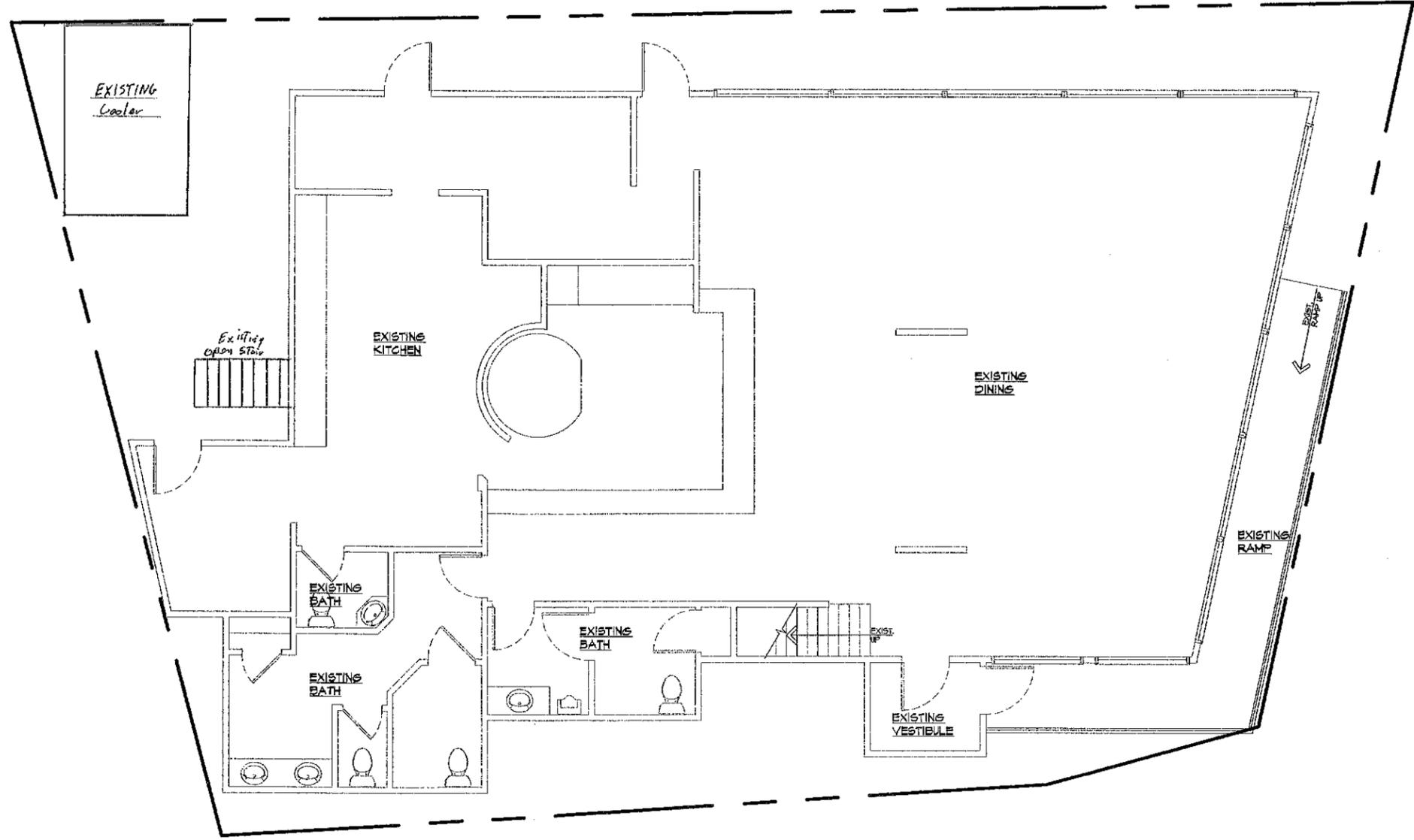
\_\_\_\_ Receipt of 20 reduced (8.5" by 11" text and 11" x 17" graphics) copies of complete Final Application Packet by Zoning Administrator: Date: \_\_\_\_\_ by: \_\_\_\_\_

\_\_\_\_ Certification of complete Final Application Packet and required copies to the Zoning Administrator by City Clerk: Date: \_\_\_\_\_ by: \_\_\_\_\_

\_\_\_\_ Class 2 Legal Notice sent to official newspaper by City Clerk: Date: \_\_\_\_\_ by: \_\_\_\_\_

\_\_\_\_ Class 2 Legal Notice published on \_\_\_\_\_ and \_\_\_\_\_ by: \_\_\_\_\_

\_\_\_\_ Conditional Use recorded with County Register of Deeds Office: Date: \_\_\_\_\_ by: \_\_\_\_\_



1 EXISTING FIRST FLOOR PLAN  
1/4" = 1'-0"

OAKFIRE RESTAURANT ADDITION

831 WICKLEY DRIVE  
LAKE GENEVA, WI

SHEET TITLE: EXISTING FIRST FLOOR PLANS

EX-2

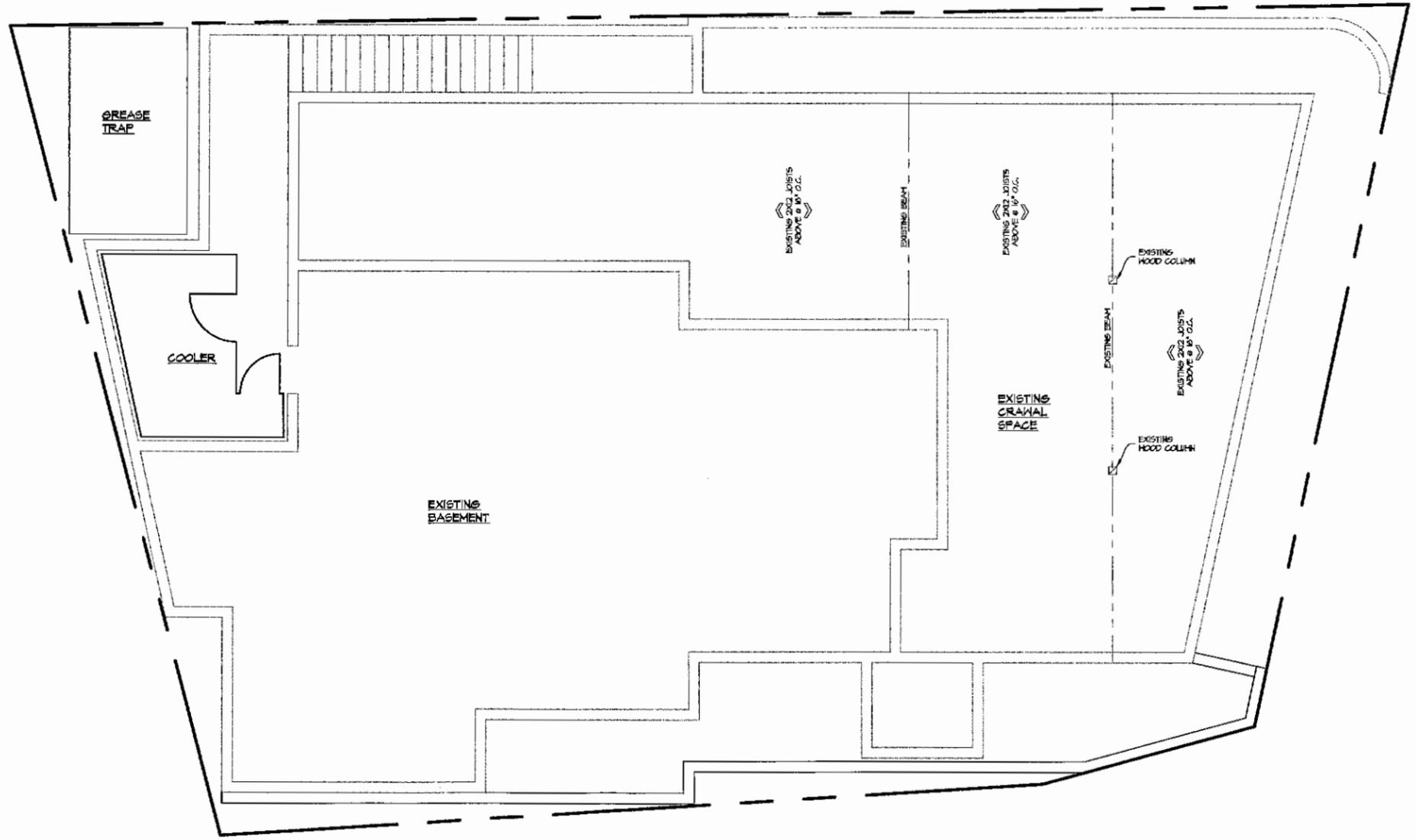
DATE: MAR. 16, 2016

PROJECT NUMBER: 15-241

REVISIONS:




**PATERA** LLC  
Excellence in Architecture  
2601 S. Sunny Slope Rd. • New Berlin, WI 53151  
Phone: 262-786-6776 Fax: 262-786-7036



1 PHASE-2 FOUNDATION PLAN  
1/4" = 1'-0"

# OAKFIRE RESTAURANT ADDITION

831 WIGLEY DRIVE  
LAKE GENEVA, WI

SHEET TITLE: PHASE-2 FOUNDATION PLANS



REVISIONS:



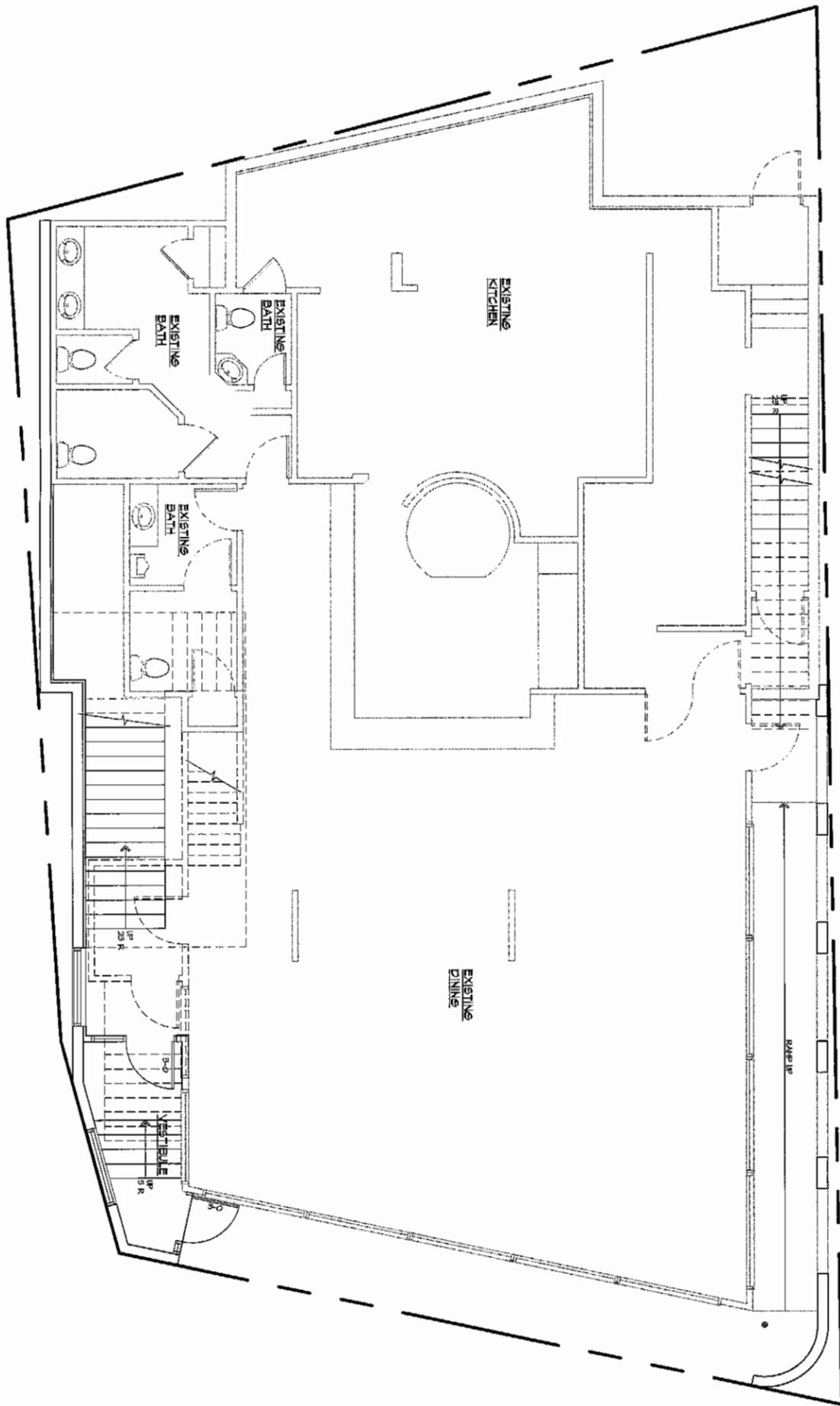

**PATERA** LLC  
Excellence in Architecture  
2601 S. Sunny Slope Rd. • New Berlin, WI 53151

Phone: 262-786-6776 Fax: 262-786-7036

A-1

DATE: MAR. 16, 2016

PROJECT NUMBER: 15-241



1 PHASE-2 FIRST FLOOR PLAN  
1/4" = 1'-0"

A-2

# OAKFIRE RESTAURANT ADDITION

833 WRIGLEY DRIVE  
LAKE GENEVA, WI

SHEET TITLE: PHASE-2 FIRST FLOOR PLANS



REVISIONS:

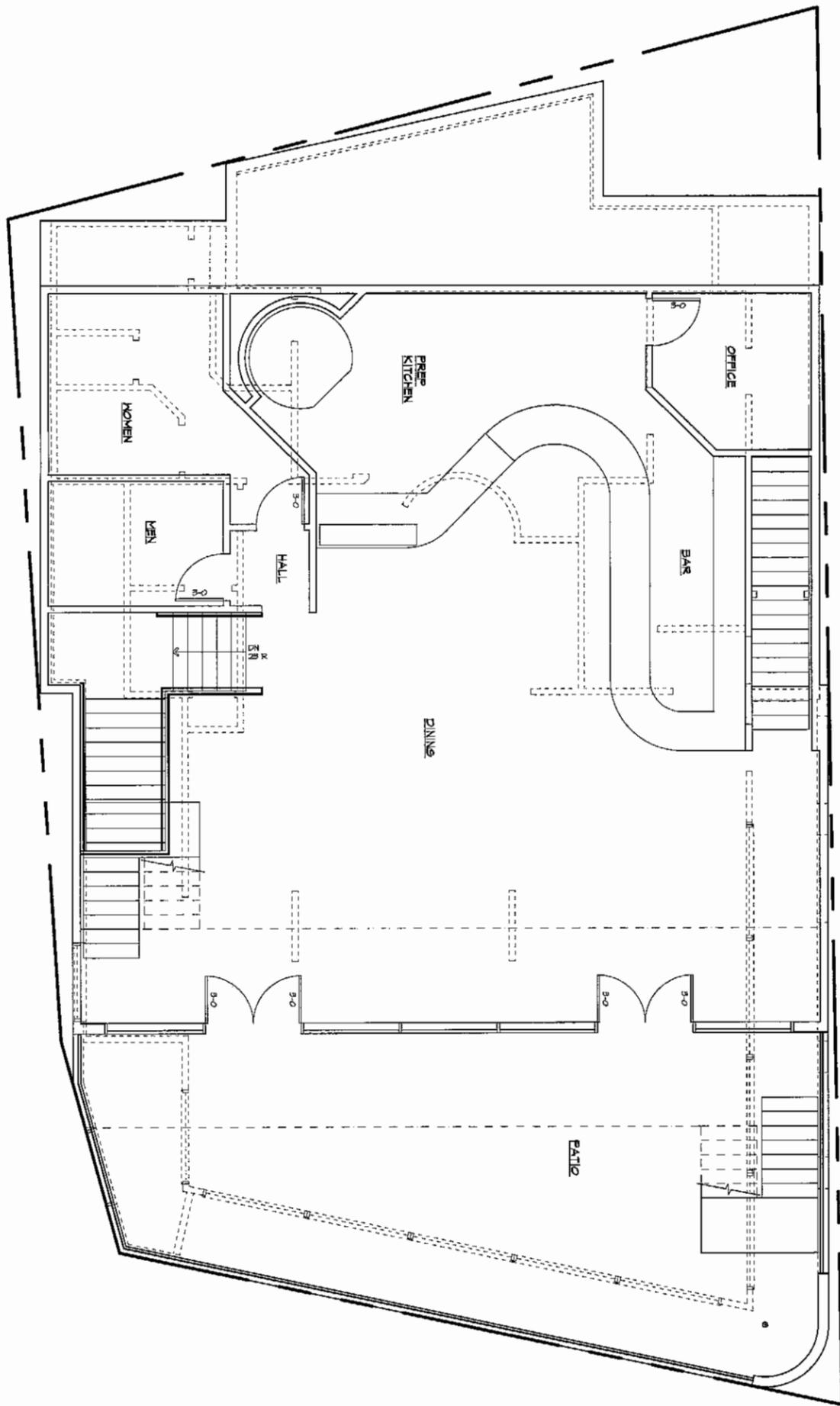


**PATERA** LLC  
Excellence in Architecture

2601 S. Sunny Slope Rd. • New Berlin, WI 53151

Phone: 262-786-6776 Fax: 262-786-7036

DATE: MAR. 16, 2016  
PROJECT NUMBER: 15-241



1 PHASE-2 SECOND FLOOR PLAN  
1/4" = 1'-0"

A-3

# OAKFIRE RESTAURANT ADDITION

831 WRIGLEY DRIVE  
LAKE GENEVA, WI

SHEET TITLE: PHASE-2 SECOND FLOOR PLANS



REVISIONS:

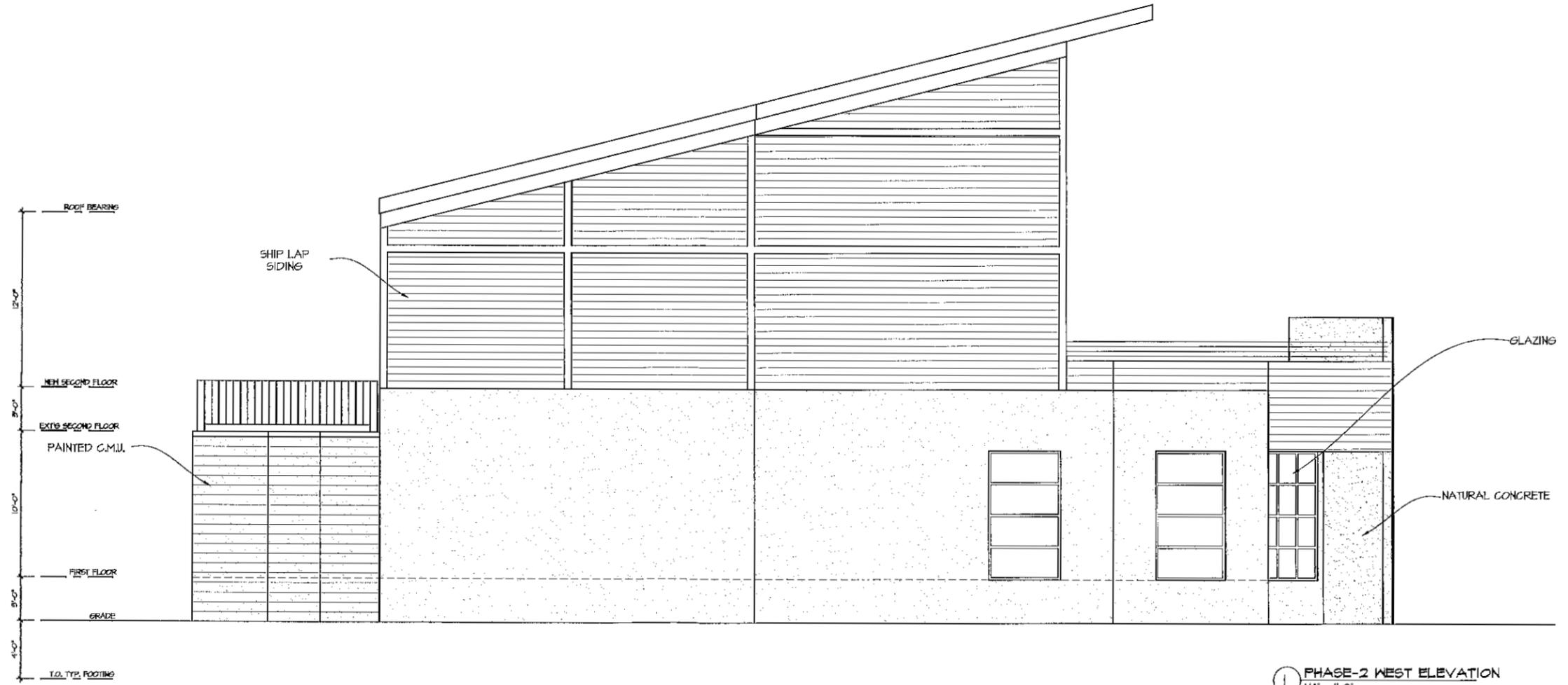


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1 PHASE-2 WEST ELEVATION  
1/4" = 1'-0"

REVISIONS:


OAKFIRE RESTAURANT ADDITION

831 WADSWORTH DRIVE  
LAKE GENEVA, WI

SHEET TITLE: PHASE-2 WEST ELEVATION

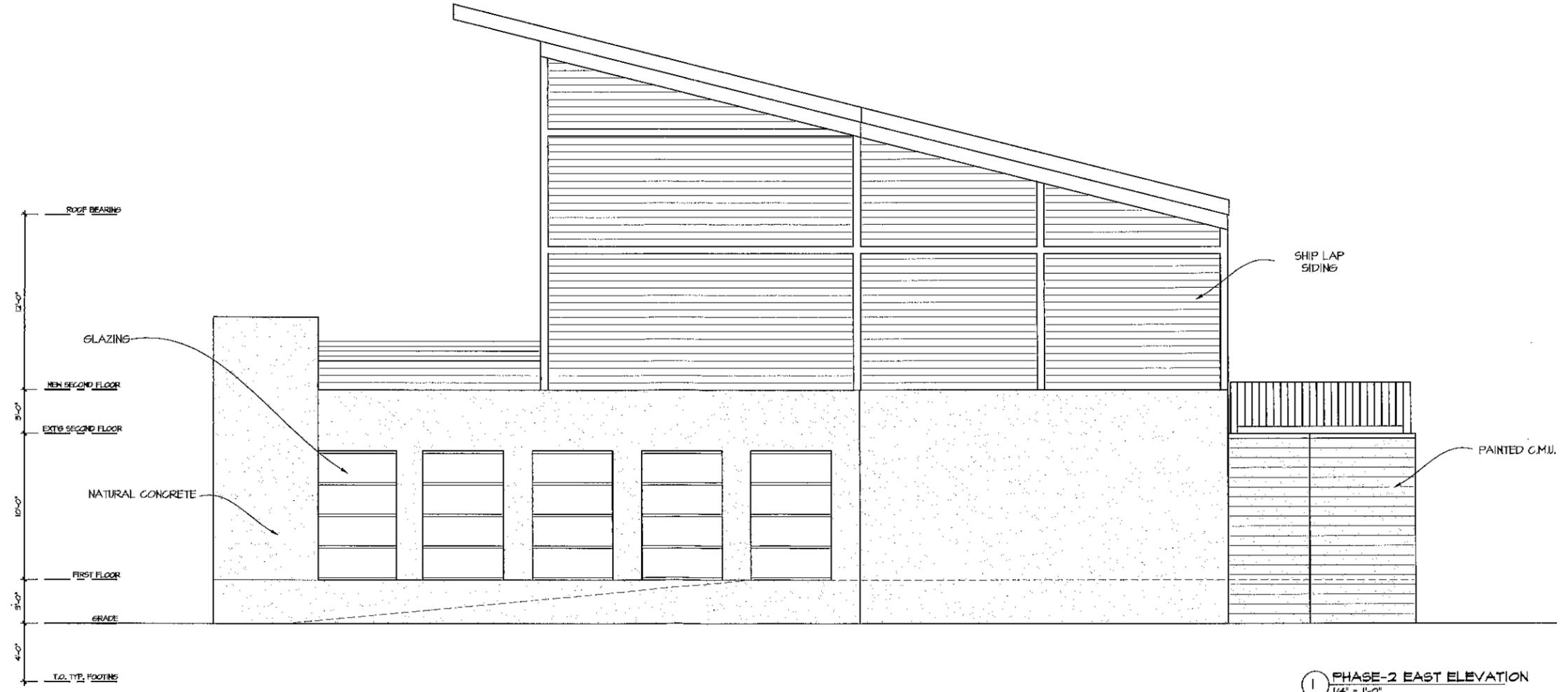
A-4

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1 PHASE-2 EAST ELEVATION  
1/4" = 1'-0"

REVISIONS:


OAKFIRE RESTAURANT ADDITION

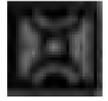
831 WIGLEY DRIVE  
LAKE GENEVA, WI

SHEET TITLE: PHASE-2 EAST ELEVATION

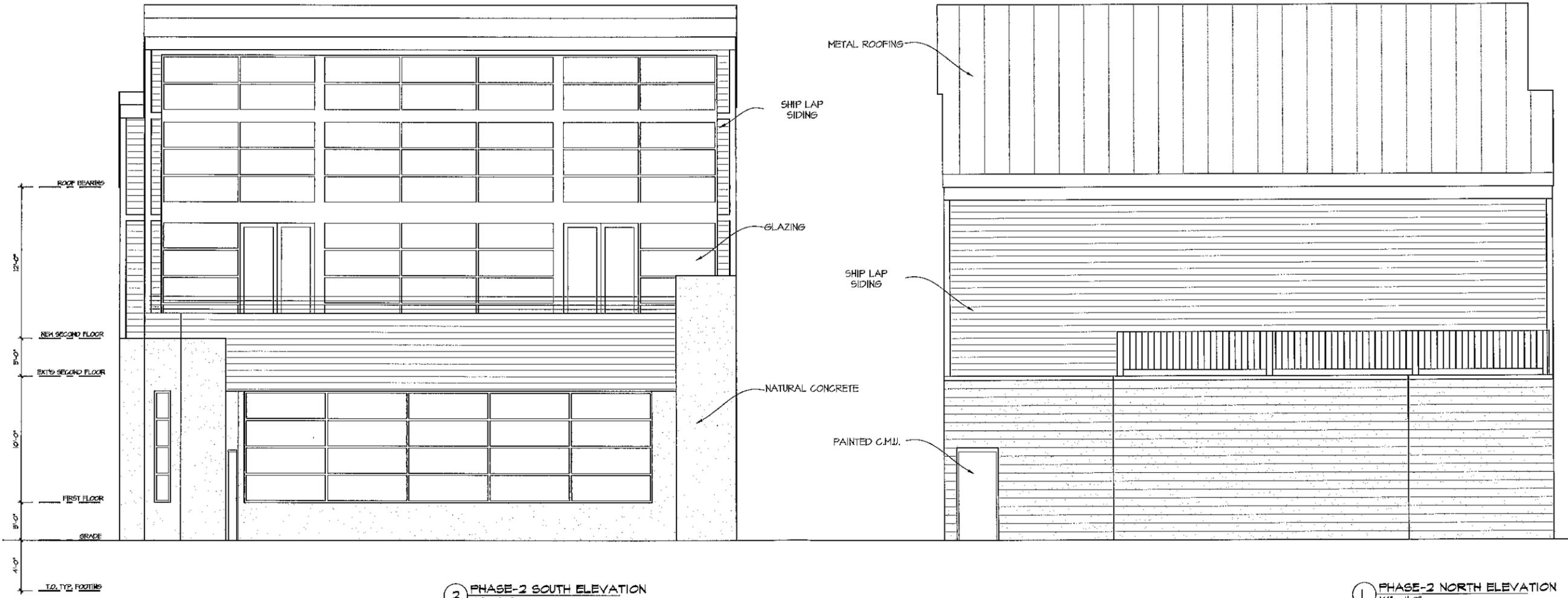
A-5

DATE: MAR. 16, 2016

PROJECT NUMBER: 15-241



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2 PHASE-2 SOUTH ELEVATION  
1/4" = 1'-0"

1 PHASE-2 NORTH ELEVATION  
1/4" = 1'-0"

REVISIONS:


OAKFIRE RESTAURANT ADDITION

831 WISLEY DRIVE  
LAKE GENEVA, WI

SHEET TITLE: PHASE-2 NORTH & SOUTH ELEVATION

A-6

DATE: MAR. 16, 2016  
PROJECT NUMBER: 15-241



**PATERA** LLC  
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2601 S. Sunny Slope Rd. • New Berlin, WI 53151  
Phone: 262-786-6776 Fax: 262-786-7036

# Oakfire

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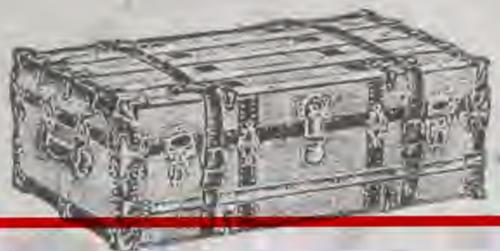
VISION FOR RENOVATIONS

2016-2017



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TABL  
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ENTS



# OAKFIRE MISSION STATEMENT

WHAT WE STAND FOR

# OUR FIRST YEAR

GOALS AND ACCOMPLISHMENTS

# VISION FOR THE FUTURE

LATE NIGHT FOOD, EVENT VENUE, UNIQUE BAR CONCEPTS

# ARCHITECTURAL PLANS

THE BUILD-UP

# DESIGN CONCEPT & MOODBOARD

THE LOOKS & THE FEELS

# NEXT STEPS

WHAT'S TO COME

---

# OAKFIRE'S BRAND PROMISE AND ASTHETIC

THE OAKFIRE BRAND IS BUILT AROUND THE CONCEPT OF FUSING AN AUTHENTIC CENTURIES OLD NEOPOLITAN STYLE PIZZA PRODUCT WITH AN AMERICAN TWIST. WE BELIEVE FRESH INGREDIENTS, SCRATCH KITCHEN RECIPES AND WARM, FRIENDLY, PROMPT CUSTOMER SERVICE SET THE FOUNDATION FOR WHAT WE AIM TO ACHIEVE. THE FUSION OF OLD AND NEW PERMEATES NOT ONLY OUR DINING OPTIONS BUT OUR GUEST EXPERIENCE AND ATMOSPHERE AS WELL. FROM THE COPPER FINISHES TO RECLAIMED WOOD, THE BRAND AESTHETIC IS ARTFUL BLEND OF BOTH RUSTIC AND MODERN.



---

# OAKFIRE'S FIRST YEAR GOALS ACHEIVED



- ✓ SUCCESSFULLY INTRODUCED A UNIQUE ARTISAN RESTAURANT CONCEPT TO THE LAKE GENEVA AREA
- ✓ MET AND EXCEEDED OUR FINANCIAL GOALS AND MILESTONES
- ✓ EXCEEDED OUR GOALS WITH REGARDS TO BUILDING LOCAL SUPPORT
- ✓ MET GOALS FOR PARTICIPATING IN COMMUNITY RELATED EVENTS AND LEVERAGING OAKFIRE AS A VENUE FOR THE COMMUNITY

---

## OAKFIRE'S VISION FOR THE FUTURE



## WHAT WE PLAN TO DO

RENOVATE THE EXISTING SECOND LEVEL TO REPLACE TWO OFFICES, BATHROOM AND LAUNDRY ROOM WITH A FULL BAR, ADDITIONAL PIZZA OVEN AND OUTDOOR PATIO

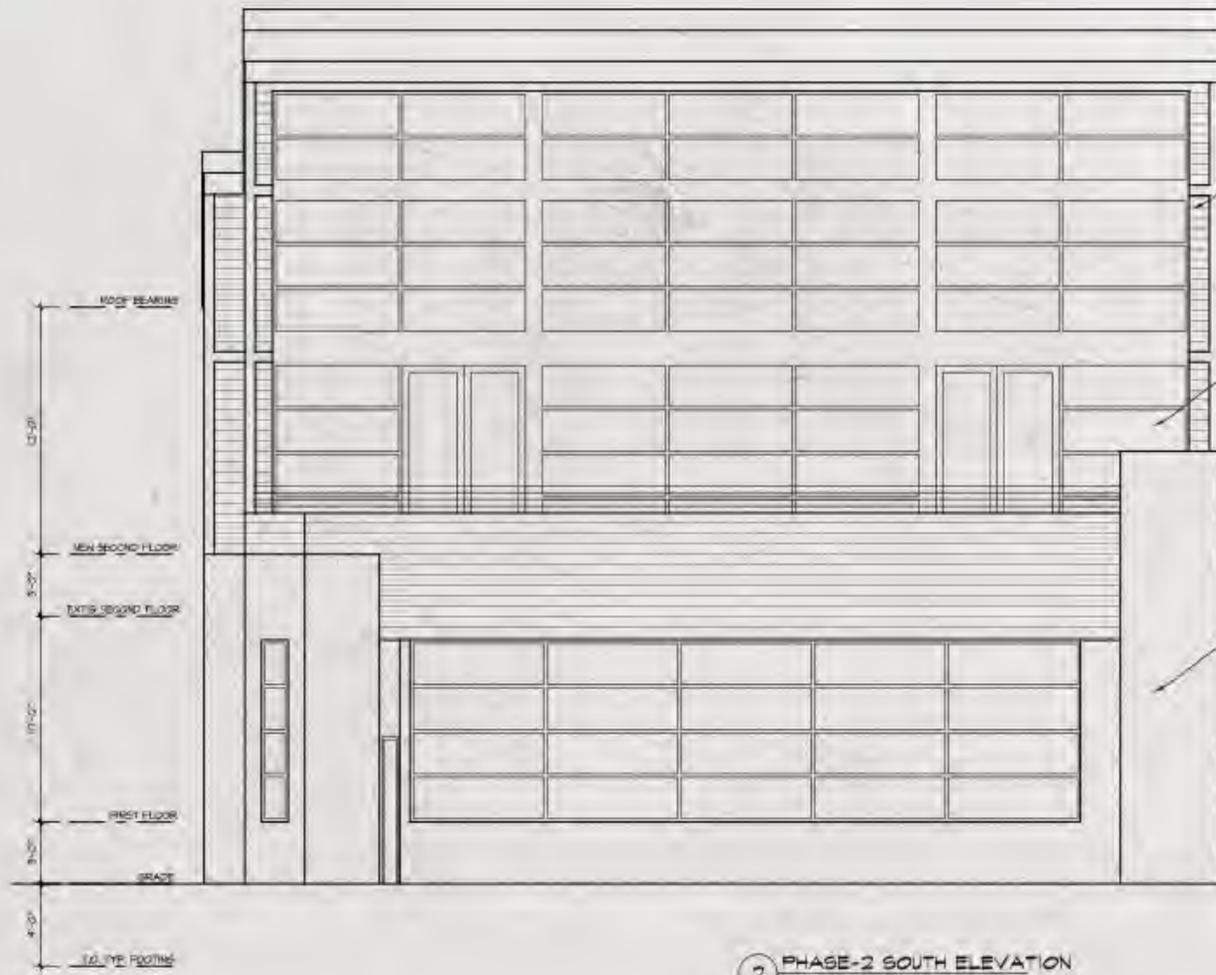
## WHAT WE HOPE TO ACHIEVE

GROW AND EXPAND OAKFIRE TO MEET INCREASED DEMAND WHILE CONTINUING OUR COMMITMENT TO IMPROVING QUALITY

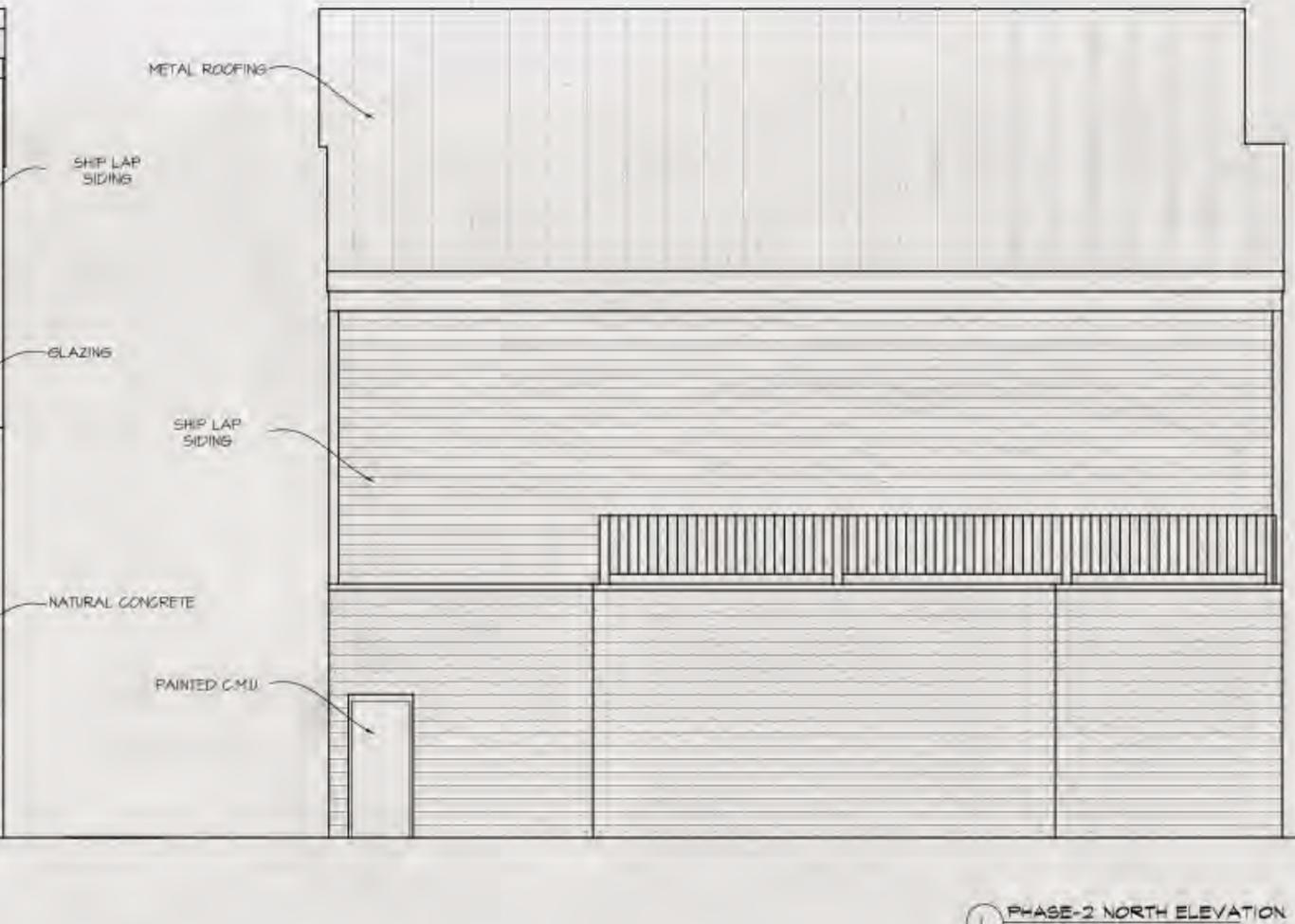
INTRODUCE AN ARTISAN LATE NIGHT DINING OPTION TO THE AREA

INTRODUCE A "UNIQUE TO THE AREA" BAR CONCEPT

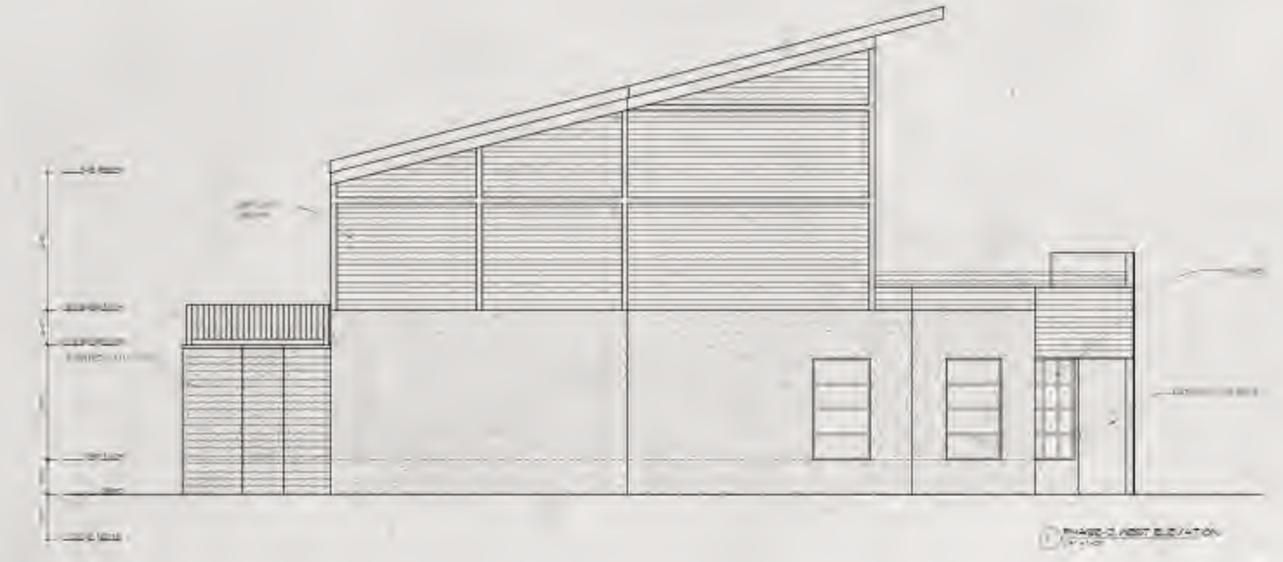
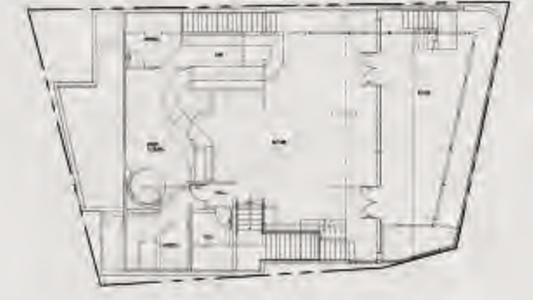
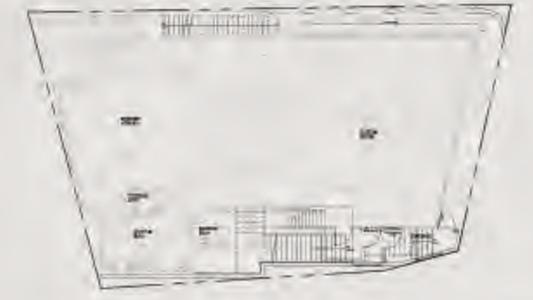
INTRODUCE A NEW LAKESIDE VENUE FOR COMMUNITY EVENTS



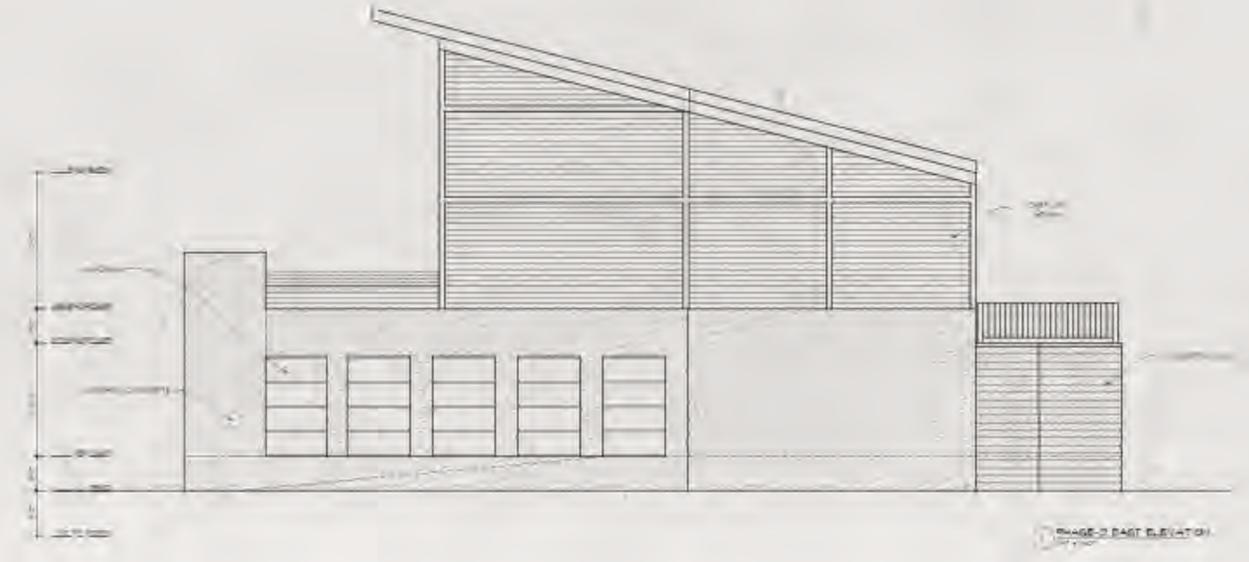
2 PHASE-2 SOUTH ELEVATION  
1/4" = 1'-0"



1 PHASE-2 NORTH ELEVATION  
1/4" = 1'-0"



3 PHASE-2 WEST ELEVATION  
1/4" = 1'-0"



4 PHASE-2 EAST ELEVATION  
1/4" = 1'-0"

OAKFIRE'S  
ARCHITECTURAL  
PLANS



OAKFIRE'S  
VISION  
FOR  
THE  
FUTURE



---

OAKFIRE  
MATERIALS  
MOODBOARD

---



*Oakfire*

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# NEXT STEPS

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26 feet tall

38 feet tall

15 feet tall



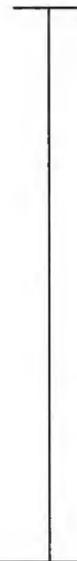
BARIQUE - 26'



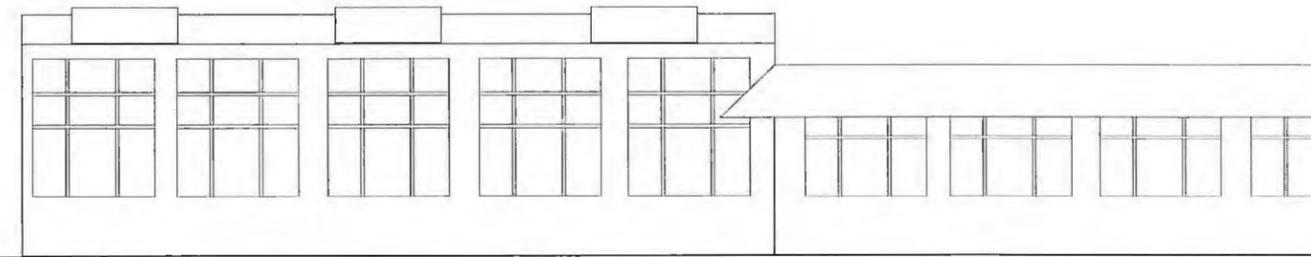
OAKFIRE - 38'



45'



POPEYE'S - 17'



7. **Continued Public Hearing and recommendation on a General Development Plan (GDP) Application filed by Peter Jurgens for Oakfire Restaurant, 831 Wrigley Drive, Lake Geneva, WI 53147 for building Modifications to include a rear addition, and a new second floor with indoor and outdoor seating in the Central Business (CB) zoning district at 831 Wrigley Drive, Tax Key No. ZOP 00340.**

**DISCUSSION** –Peter Jurgens, 262 Center Street - Applicant & David Scotney, Owner

Applicants gave an overview of the application details and there was an extensive discussion with the Commission.

**PUBLIC SPEAKER #1** – None

**MOTION #4**

Gibbs/Skates moved to close the public hearing. The motion carried unanimously.

**MOTION #5**

Hill/Gibbs moved to approve the recommendation on a General Development Plan (GDP) Application filed by Peter Jurgens for Oakfire Restaurant, 831 Wrigley Drive, Lake Geneva, WI 53147 for building Modifications to include a rear addition, and a new second floor with indoor and outdoor seating in the Central Business (CB) zoning district at 831 Wrigley Drive, Tax Key No. ZOP 00340, including all staff recommendations and fact finding.

The motion carried unanimously.

8. **Public Hearing and recommendation on a Precise Implementation Plan (PIP) Application filed by Peter Jurgens for Oakfire Restaurant, 831 Wrigley Drive, Lake Geneva, WI 53147 for building Modifications to include a rear addition, and a new second floor with indoor and outdoor seating in the Central Business (CB) zoning district at 831 Wrigley Drive, Tax Key No. ZOP 00340.**

**DISCUSSION** –Peter Jurgens, 262 Center Street - Applicant & David Scotney, Owner

Applicants gave an overview of the application details and there was an extensive discussion with the Commission.

**PUBLIC SPEAKER #1** – Terry O’Neil, 954 George Street, LG

O’Neil stated his confusion on what is actually being approved.

**MOTION #6**

Gibbs/Hartz moved to close the public hearing. The motion carried unanimously.

**MOTION #7**

Hartz/Gibbs moved to approve the recommendation on a Precise Implementation Plan (PIP) Application filed by Peter Jurgens for Oakfire Restaurant, 831 Wrigley Drive, Lake Geneva, WI 53147 for building Modifications to include a rear addition, and a new second floor with indoor and outdoor seating in the Central Business (CB) zoning district at 831 Wrigley Drive, Tax Key No. ZOP 00340, to include Staff recommendations, fact finding, alley to be passable by end of work day, wood sample shown to be product used for all wood references on plan, smooth sample of concrete samples shown (bottom) to be used for all precast sections, both wood and precast be used below front windows as shown on plan, emergency services be notified 48 hours in advance when road and alley is going to be blocked by construction equipment, exterior construction to be completed between November 1<sup>st</sup> and April 30<sup>th</sup>, roof panels to be bronze color to match window surrounds, Hardy Board to be standard 6” overlap, notify neighbors when road or alley will be blocked, protect street and curb from damage, and fire sprinklers are required. The motion carried unanimously.

5. The proposed Planned Development is located in an area that will be adequately served by, and will not impose an undue burden on any of improvements, facilities, utilities or services provided by public agencies serving the subject property.
6. The potential public benefits of the proposed Planned Development do not outweigh all potential adverse impacts of the proposed Planned Development after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts.

Agenda Item #8

Applicant:

Oakfire Restaurant

831 Wrigley Drive

Lake Geneva, WI 53147

Request:

Precise Implementation Plan (PIP) for a rear and second floor addition/remodel at 831 Wrigley Drive, Tay Key No. ZOP 00340.

Description:

The applicant proposes to build a new kitchen on the rear of the building and a new second story at this which requires a Planned Development Process.

Staff Recommendation:

Staff recommends approval of the Precise Implementation Plan (PIP) for this location with the provisions that the applicant comes back to the Plan Commission with a more detailed plan that addresses any of the Plan Commissions concerns.

- A. If, after the public hearing, the Commission wishes to recommend approval, then the appropriate fact finding would be:
  1. In general, the proposed Planned Development (PIP) is in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
  2. Specific to this site, the proposed Planned Development is in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
  3. The proposed Planned Development in its proposed location, and as depicted on the required site plan does not result in a substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions of this Chapter, the Comprehensive Plan or any other plan, program, map, or ordinance adopted or under consideration pursuant to official notice by the City or other governmental agency having jurisdiction to guide development.
  4. The proposed Planned Development maintains the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.
  5. The proposed Planned Development is located in an area that will be adequately served by, and will not impose an undue burden on any of improvements, facilities, utilities or services provided by public agencies serving the subject property.

6. The potential public benefits of the proposed Planned Development outweigh all potential adverse impacts of the proposed Planned Development after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts.
- B. If, after the public hearing, the Commission wishes to recommend denial, then the appropriate fact finding would be:
1. In general, the proposed Planned Development (PIP) is not in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
  2. Specific to this site, the proposed Planned Development is not in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
  3. The proposed Planned Development in its proposed location, and as depicted on the required site plan does result in a substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions of this Chapter, the Comprehensive Plan or any other plan, program, map, or ordinance adopted or under consideration pursuant to official notice by the City or other governmental agency having jurisdiction to guide development.
  4. The proposed Planned Development does not maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.
  5. The proposed Planned Development is located in an area that will be adequately served by, and will not impose an undue burden on any of improvements, facilities, utilities or services provided by public agencies serving the subject property.
  6. The potential public benefits of the proposed Planned Development do not outweigh all potential adverse impacts of the proposed Planned Development after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts.

Agenda Item #9

**Applicant:**

Lyle Fitterer  
1040 San Jose Drive  
Elm Grove, IL 53122

**Request:**

Conditional Use approval to install an accessory structure (Pier) closer to the lake than the primary structure in the Lakeshore Overlay Zoning District at 63 Hillside Drive, Tax Key No. ZYUP 00094I.

**Description:** The applicant would like to remove and reconstruct a pier for lake access.

**Staff Recommendation:** Staff has no objection to the proposed pier which has received approval from the Wisconsin DNR.

**Action by the Plan Commission:**

As part of the consideration of a requested Conditional Use Permit, the Plan Commission needs to make findings per the requirements of the Zoning Ordinance, and then make a recommendation to the city Council.

APPLICATION FOR PRECISE IMPLEMENTATION PLAN REVIEW

(CIPDU)

City of Lake Geneva

Site Address/Parcel No. and full Legal Description required (attach separate sheet if necessary):

Oak Five Restaurant  
831 Wrigley Drive Lake Geneva WI

Name and Address of Current Owner:

David Scotney  
831 Wrigley Drive Lake Geneva WI

Telephone No. of Current Owner including area code: 312-451-1494

Name and Address of Applicant:

Peter Svermans  
262 Center St Lake Geneva

Telephone No. of Applicant including area code: 414-588-2909

Proposed Use:

Add 2nd Floor To Existing Restaurant  
and outdoor patio

Zoning District in which land is located: PD

Names and Addresses of architect, professional engineer and contractor of project:

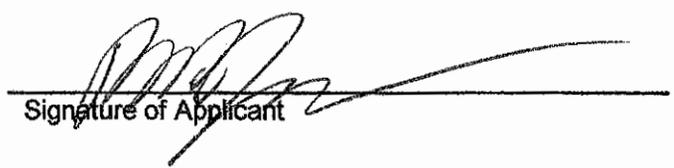
Patara Architecture 2601 S. Sawyer St. New Berlin  
Geneva Bay Const 262 Center St Lake Geneva

Short statement describing activities to take place on site:

Add 2nd Story To Bldg Add Fire  
Sprinkler System, update kitchen, outdoor patio

PIP fee \$300.00, payable upon filing application.

700.00

  
Signature of Applicant

- \_\_\_\_\_ (b) A map, such as the Land Use Plan Map, of the generalized location of the subject property in relation to the City as a whole:
- \_\_\_\_\_ (c) A written description of the proposed precise implementation plan describing the type of activities, building, and structures proposed for the subject property and their general locations;
- \_\_\_\_\_ (d) A site plan (conforming to the requirements of Section 98-908(3) of the subject property as proposed for development OR if the proposed precise implementation plan is a group development (per Section 98-208) a proposed preliminary plat or conceptual plat may be substituted for the required site plan, provided said plat contains all information required on said site plan, provided said plat contains all information required on said site plan per Section 98-908.
- \_\_\_\_\_ (e) Written justification for the proposed precise implementation plan:
  - \_\_\_\_\_ Indicating reasons why the Applicant believes the proposed precise implementation plan is appropriate with the recommendations of the City of Lake Geneva Comprehensive Master Plan, particularly as evidenced by compliance with the standards set out in Section 98-905(4)(b) 1.-6. (See below)

**III. JUSTIFICATION OF THE PROPOSED PRECISE IMPLEMENTATION PLAN**

1. How is the proposed precise implementation plan (the use in general, independent of its location) in harmony with the purposes, goals, objectives, policies and standards of the City of Lake Geneva Comprehensive Plan, the Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City?

*we meet all City Zoning and Comprehensive Plans  
 except for Ally Set-Back. This Remodel will provide  
 First Class Dining with Lake Views*

2. How is the proposed precise implementation plan, in its specific location, in harmony with the proposed goals, objectives, policies and standards of the City of Lake Geneva Comprehensive Plan, the Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City?

*The proposed Plan will clean-up The Area Ally Area -  
 and Replace The Existing Cooker and Stair Case which is in  
 The Set-Back Area and provide for a New Grease Trap  
 The new Remodelled Building will Be a Fresh look for The Downtown Area*

3. Does the proposed precise implementation plan, in its proposed location and as depicted on the required site plan (see Section 98-905(3)(d), result in any substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions of the Zoning Ordinance, the Comprehensive Plan, or any other plan, program, map ordinance adopted or under consideration pursuant to official notice by the City or other governmental agency having jurisdiction to guide development?

*NO Adversen impact - will Help Clean-up Area and  
 provide Area for Dumpsters and grease Trap*

4. How does the proposed precise implementation plan maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property?

Doesn't Change Land Use The New 2nd Floor  
Additions Meets Current Zoning

5. Is the proposed precise implementation plan located in an area that will be adequately served by, and will not impose an undue burden on, any of the improvements, facilities, utilities or services provided by public agencies serving the subject property?

There will Be No Undue Burden on City From  
This Addition

6. Do the potential public benefits of the proposed precise implementation plan outweigh all potential adverse impacts of the proposed precise implementation (as identified in Subsections 98-905(4)(b) 1.-5.), after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts?

Yes - The Rear Alley Area will provide Substantially  
Better and provide Dumpster Area and a Safe  
Use of the Basement Areas

**IV. FINAL APPLICATION PACKET INFORMATION**

- \_\_\_\_ Receipt of 5 full-scale copies in blue line or black line of complete Final Application Packet by Zoning Administrator: Date: \_\_\_\_\_ by: \_\_\_\_\_
- \_\_\_\_ Receipt of 20 reduced (8.5" by 11" text and 11" x 17" graphics) copies of complete Final Application Packet by Zoning Administrator: Date: \_\_\_\_\_ by: \_\_\_\_\_
- \_\_\_\_ Certification of complete Final Application Packet and required copies to the Zoning Administrator by City Clerk: Date: \_\_\_\_\_ by: \_\_\_\_\_
- \_\_\_\_ Class 2 Legal Notice sent to official newspaper by City Clerk: Date: \_\_\_\_\_ by: \_\_\_\_\_
- \_\_\_\_ Class 2 Legal Notice published on \_\_\_\_\_ and \_\_\_\_\_ by: \_\_\_\_\_
- \_\_\_\_ Conditional Use recorded with County Register of Deeds Office: Date: \_\_\_\_\_ by: \_\_\_\_\_

## **CONDITIONAL USE RESOLUTION 16-R42**

A resolution authorizing the issuance of a Conditional Use Permit to Lyle Fitterer, 1040 San Jose Drive, Elm Grove, IL 53122.

WHEREAS, the City Plan Commission has considered the application of Lyle Fitterer, 1040 San Jose Drive, Elm Grove, IL 53122; and,

WHEREAS, The City Plan Commission held a Public Hearing thereon pursuant to proper notice given on July 18, 2016.

NOW, THEREFORE, BE IT RESOLVED, that the Zoning Administrator be, and is hereby authorized, to issue a Conditional Use Permit to install an accessory structure (pier) closer to the lake shore than the primary structure, within the Lakeshore Overlay Zoning District including the Findings of Fact and Staff recommendations for the property at 63 Hillside Drive, Tax Key No. ZYUP 00094I.

Granted by action of the Common Council of the City of Lake Geneva this 25<sup>th</sup> day of July, 2016.

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Alan Kupsik, Mayor

ATTEST:

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Sabrina Waswo, City Clerk

9. **Public Hearing and Recommendation on a Conditional Use Application filed by Lyle Fitterer, 1040 San Jose Drive, Elm Grove, IL 53122, to install an accessory structure (Pier) closer to the lake shore than the primary structure, within Lakeshore Overlay Zoning District located at 63 Hillside Drive, Lake Geneva, WI 53147, Tax Key No. ZYUP 000941.**

**DISCUSSION**

Applicant gave an overview of the application details and there was a brief discussion with the Commission. Note – Commissioner Taylor Frederick recused himself to the audience for this item.

**PUBLIC SPEAKER #1** – None

**MOTION #8**

Skates/Gibbs moved to close the public hearing. The motion carried unanimously.

**MOTION #9**

Skates/Hartz moved to approve the recommendation on a Conditional Use Application filed by Lyle Fitterer, 1040 San Jose Drive, Elm Grove, IL 53122, to install an accessory structure (Pier) closer to the lake shore than the primary structure, within Lakeshore Overlay Zoning District located at 63 Hillside Drive, Lake Geneva, WI 53147, Tax Key No. ZYUP 000941, including all staff recommendations and fact finding. The motion carried with Fredricks abstaining.

10. **Public Hearing and recommendation on Zoning Text Amendments for Section 98-407 Substandard Lot Regulations, Section 98-706 Exterior Storage Standards for Residential, Office, and Commercial Districts, Section 98-034 Definitions, & Section 98-206(4)(k) Commercial Indoor Lodging.**

**DISCUSSION**

Inspector Robers and Mayor Kupsik gave an overview of the recommendation details and there was a brief discussion with the Commission. A memorandum from city attorney Dan Draper was read into the record by Mayor Kupsik.

**PUBLIC SPEAKER #1** – None

**MOTION #10**

Gibbs/Hill moved to close the public hearing. The motion carried unanimously.

**MOTION #11**

See all below:

**Section 98-407 Substandard Lot Regulations**

Skates/Hill move to approve the recommendation on Zoning text amendments for Section 98-407 Substandard Lot Regulations. The motion carried unanimously.

**Section 98-706 Exterior Storage Standards for Residential, Office, and Commercial Districts**

Hill/Skates move to approve the recommendation on Zoning text amendments for Section 98-706 Exterior Storage Standards for Residential, Office, and Commercial Districts. The motion carried unanimously.

**Section 98-034 Definitions**

Gibbs/Hartz move to approve the recommendation on Zoning text amendments for Section 98-034 Definitions. The motion carried 5/2 with Hill and Frederick voting No.

**Section 98-206(4)(k) Commercial Indoor Lodging**

Hartz/Skates move to approve the recommendation on Zoning text amendments for Section 98-206(4)(k) Commercial Indoor Lodging. The motion carried 6/1 with Hill voting No.

6. The potential public benefits of the proposed Planned Development outweigh all potential adverse impacts of the proposed Planned Development after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts.
- B. If, after the public hearing, the Commission wishes to recommend denial, then the appropriate fact finding would be:
1. In general, the proposed Planned Development (PIP) is not in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
  2. Specific to this site, the proposed Planned Development is not in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
  3. The proposed Planned Development in its proposed location, and as depicted on the required site plan does result in a substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions of this Chapter, the Comprehensive Plan or any other plan, program, map, or ordinance adopted or under consideration pursuant to official notice by the City or other governmental agency having jurisdiction to guide development.
  4. The proposed Planned Development does not maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.
  5. The proposed Planned Development is located in an area that will be adequately served by, and will not impose an undue burden on any of improvements, facilities, utilities or services provided by public agencies serving the subject property.
  6. The potential public benefits of the proposed Planned Development do not outweigh all potential adverse impacts of the proposed Planned Development after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts.

Agenda Item #9

**Applicant:**

Lyle Fitterer  
1040 San Jose Drive  
Elm Grove, IL 53122

**Request:**

Conditional Use approval to install an accessory structure (Pier) closer to the lake than the primary structure in the Lakeshore Overlay Zoning District at 63 Hillside Drive, Tax Key No. ZYUP 00094I.

**Description:** The applicant would like to remove and reconstruct a pier for lake access.

**Staff Recommendation:** Staff has no objection to the proposed pier which has received approval from the Wisconsin DNR.

**Action by the Plan Commission:**

As part of the consideration of a requested Conditional Use Permit, the Plan Commission needs to make findings per the requirements of the Zoning Ordinance, and then make a recommendation to the city Council.

- A. If, after the public hearing, the Commission wishes to recommend approval, then the appropriate fact finding would be:
1. In general, the proposed conditional use is in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
  2. Specific to this site, the proposed conditional use is in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
  3. The proposed conditional use in its proposed location, and as depicted on the required site plan does not result in a substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions of this Chapter, the Comprehensive Plan or any other plan, program, map, or ordinance adopted or under consideration pursuant to official notice by the City or other governmental agency having jurisdiction to guide development.
  4. The proposed conditional use maintains the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.
  5. The proposed conditional use is located in an area that will be adequately served by, and will not impose an undue burden on any of improvements, facilities, utilities or services provided by public agencies serving the subject property.
  6. The potential public benefits of the proposed conditional use outweigh all potential adverse impacts of the proposed conditional use after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts.
- B. If, after the public hearing, the Commission wishes to recommend denial, then the appropriate fact finding would be:
1. In general, the proposed conditional use is not in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
  2. Specific to this site, the proposed conditional use is not in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
  3. The proposed conditional use in its proposed location, and as depicted on the required site plan does result in a substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions of this Chapter, the Comprehensive Plan or any other plan, program, map, or ordinance adopted or under consideration pursuant to official notice by the City or other governmental agency having jurisdiction to guide development.
  4. The proposed conditional use does not maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.

5. The proposed conditional use is located in an area that will be adequately served by, and will not impose an undue burden on any of improvements, facilities, utilities or services provided by public agencies serving the subject property.
6. The potential public benefits of the proposed conditional use do not outweigh all potential adverse impacts of the proposed conditional use after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts.

*Staff may provide additional comment on the above items and will comment on remaining agenda items at the meeting.*

Kenneth Robers  
Zoning Administrator

**APPLICATION FOR CONDITIONAL USE**

City of Lake Geneva

SITE ADDRESS/PARCEL NO. AND FULL LEGAL DESCRIPTION REQUIRED (ATTACH SEPARATE SHEET IF NECESSARY):

63 Hillside Dr., Lake Geneva, WI 53147

Parcel No. ZYUP00094I

NAME AND ADDRESS OF CURRENT OWNER:

Lyle Fitterer 1040 San Jose Dr., Elm Grove, IL 53122

TELEPHONE NUMBER OF CURRENT OWNER: 414-975-0445

NAME AND ADDRESS OF APPLICANT:

Lyle Fitterer 1040 San Jose Dr., Elm Grove, IL 53122

TELEPHONE NUMBER OF APPLICANT: 414-975-0445

PROPOSED CONDITIONAL USE:

Accessory Structure at Shore Yard Setback - Pier

ZONING DISTRICT IN WHICH LAND IS LOCATED: ER-1

NAMES AND ADDRESSES OF ARCHITECT, PROFESSIONAL ENGINEER AND CONTRACTOR OF PROJECT:

Austin Pier Service, Inc., N1389 Hwy 14, Walworth, WI 53184  
Darnell Frederick

SHORT STATEMENT DESCRIBING ACTIVITIES TO BE CARRIED ON AT SITE:

Replace existing pier that has a slip and platform roof, with a longer straight pier that will accommodate a boat lift.

CONDITIONAL USE FEE PAYABLE UPON FILING APPLICATION: \$400.00 [\$100 FOR APPLICATIONS UNDER SEC. 98-407(3)]

6/15/16

DATE

Darnell Frederick Austin Pier Service Inc.  
SIGNATURE OF APPLICANT

**CITY OF LAKE GENEVA PROCEDURAL CHECKLIST FOR:  
CONDITIONAL USE REVIEW AND APPROVAL (Requirements per Section 98-905)**

This form should be used by the Applicant as a guide to submitting a complete application for a conditional use and by the City to process said application. Parts II and III should be used by the Applicant to submit a complete application; Parts I - IV should be used by the City as a guide when processing said application.

**I. RECORDATION OF ADMINISTRATIVE PROCEDURES**

- Pre-submittal staff meeting scheduled:**
- Date of Meeting: \_\_\_\_\_ Time of Meeting: \_\_\_\_\_ Date: \_\_\_\_\_ by: \_\_\_\_\_
- Follow-up pre-submittal staff meetings scheduled for:**
- Date of Meeting: \_\_\_\_\_ Time of Meeting: \_\_\_\_\_ Date: \_\_\_\_\_ by: \_\_\_\_\_
- Date of Meeting: \_\_\_\_\_ Time of Meeting: \_\_\_\_\_ Date: \_\_\_\_\_ by: \_\_\_\_\_
- Date of Meeting: \_\_\_\_\_ Time of Meeting: \_\_\_\_\_ Date: \_\_\_\_\_ by: \_\_\_\_\_
- Date of Meeting: \_\_\_\_\_ Time of Meeting: \_\_\_\_\_ Date: \_\_\_\_\_ by: \_\_\_\_\_
- Application form filed with Zoning Administrator:** Date: \_\_\_\_\_ by: \_\_\_\_\_
- Application fee of \$ \_\_\_\_\_ received by Zoning Administrator:** Date: \_\_\_\_\_ by: \_\_\_\_\_
- Reimbursement of professional consultant costs agreement executed:** Date: \_\_\_\_\_ by: \_\_\_\_\_

**II. APPLICATION SUBMITTAL PACKET REQUIREMENTS**

Prior to submitting the 25 final complete applications as certified by the Zoning Administrator, the Applicant shall submit 5 initial draft application packets for staff review, followed by one revised draft final application packet based upon staff review and comments.

*Initial Packet (5 Copies to Zoning Administrator)* Date: \_\_\_\_\_ by: \_\_\_\_\_  
 ↓ *Draft Final Packet (1 Copy to Zoning Administrator)* Date: \_\_\_\_\_ by: \_\_\_\_\_

- (a) A map of the proposed conditional use:**
  - Showing all lands for which the conditional use is proposed;
  - Showing all other lands within 300 feet of the boundaries of the subject property;
  - Referenced to a list of the names and addresses of the owners of said lands as they appear on the current records of the Register of Deeds of Walworth County (as provided by the City of Lake Geneva);
  - Clearly indicating the current zoning of the subject property and its environs, and the jurisdiction(s) which maintains that control;
  - Map and all its parts are clearly reproducible with a photocopier;
  - Map size of 11" by 17" and map scale not less than one inch equals 800 ft;
  - All lot dimensions of the subject property provided;
  - Graphic scale and north arrow provided.
- (b) A map, such as the Land Use Plan Map, of the generalized location of the subject property in relation to the City as a whole:**

X (c) A written description of the proposed conditional use describing the type of activities, buildings, and structures proposed for the subject property and their general locations;

X (d) A site plan (conforming to the requirements of Section 98-908(3)) of the subject property as proposed for development OR if the proposed conditional use is a group development (per Section 98-208) a proposed preliminary plat or conceptual plat may be substituted for the required site plan, provided said plat contains all information required on said site plan per Section 98-908.

X (e) Written justification for the proposed conditional use:  
\_\_\_\_\_ Indicating reasons why the Applicant believes the proposed conditional use is appropriate with the recommendations of the City of Lake Geneva Comprehensive Master Plan, particularly as evidenced by compliance with the standards set out in Section 98-905(4)(b)1.-6. (See below)

### III. JUSTIFICATION OF THE PROPOSED CONDITIONAL USE

1. How is the proposed conditional use (the use in general, independent of its location) in harmony with the purposes, goals, objectives, policies and standards of the City of Lake Geneva Comprehensive Plan, the Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City?

Independent of its location, the proposed project meets all standards.

2. How is the proposed conditional use, in its specific location, in harmony with the purposes, goals, objectives, policies and standards of the City of Lake Geneva Comprehensive Plan, the Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City?

In its specific location, the proposed project does not meet the 12'6" setback requirements. This lot is too narrow to meet all setback requirements so we are requesting the conditional use. The pier will be located in the same spot as the existing pier. Also, more square footage is being removed than added.

3. Does the proposed conditional use, in its proposed location and as depicted on the required site plan (see Section 98-905(3)(d)), result in any substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions of the Zoning Ordinance, the Comprehensive Plan, or any other plan, program, map ordinance adopted or under consideration pursuant to official notice by the City or other governmental agency having jurisdiction to guide development?

Although the proposed pier is longer, it does not encroach on either neighbor, and the new layout is more consistent with the other piers in the vicinity, by replacing the covered slip and elevated platform with a boat lift with a canopy.

4. How does the proposed conditional use maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property?

The proposed project has no affect on the land use.

5. Is the proposed conditional use located in an area that will be adequately served by, and will not impose an undue burden on, any of the improvements, facilities, utilities or services provided by public agencies serving the subject property?

The proposed project has no effect on any public improvements or services.

6. Do the potential public benefits of the proposed conditional use outweigh all potential adverse impacts of the proposed conditional use (as identified in Subsections 98-905(4)(b)1.-5.), after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts?

Although the proposed pier is longer than the existing, it does not encroach on the neighbors' properties any more than the existing, and it will eliminate the elevated platform over the slip, which the neighbors have expressed some displeasure with in the past.

#### IV.FINAL APPLICATION PACKET INFORMATION

- \_\_\_\_\_ Receipt of 5 full scale copies in blueline or blackline of complete Final Application Packet by Zoning Administrator:      Date: \_\_\_\_\_ by: \_\_\_\_\_
- \_\_\_\_\_ Receipt of 25 reduced (8.5" by 11" text and 11" x 17" graphics) copies of complete Final Application Packet by Zoning Administrator:      Date: \_\_\_\_\_ by: \_\_\_\_\_
- \_\_\_\_\_ Certification of complete Final Application Packet and required copies to the Zoning Administrator by City Clerk:      Date: \_\_\_\_\_ by: \_\_\_\_\_
- \_\_\_\_\_ Class 2 Legal Notice sent to official newspaper by City Clerk:      Date: \_\_\_\_\_ by: \_\_\_\_\_
- \_\_\_\_\_ Class 2 Legal Notice published on \_\_\_\_\_ and \_\_\_\_\_ by: \_\_\_\_\_
- \_\_\_\_\_ Conditional Use recorded with the County Register of Deeds Office:      Date: \_\_\_\_\_ by: \_\_\_\_\_



June 15, 2016

To Whom It May Concern,

We are applying for conditional use for a replacement pier for Mr. Lyle Fitterer in the City of Lake Geneva on Geneva Lake. The purpose of this construction is to eliminate the elevated roof platform and provide space for a canopied boatlift in deeper water, as the current pier is in very shallow water.

The proposed pier will replace an existing pier. They will have one power boat, (2) PWC units, and keep an existing 10'x12' boat landing. The addition will be constructed of 6x6, 2x6, and 2x10 Douglass Fir with (3) cribs. The (3) new cribs will cover 280 square feet total, and we will be removing (2) old cribs that covered 132 square feet for a net added difference of 148 square feet total. They will be rock filled and placed on the bottom of the lake.

The pier construction will all be performed from the water with a barge crane, so no shoreline will be disturbed for this project.

The neighbors to the East are W.J. Goes, P.O. Box 806227, 433 W Harrison, Chicago IL 60680-6227. The neighbors to the West are James W Owens JR Trust, 497 S Arlington Ave., Elmhurst IL, 60126.

If you should have any questions, I can be reached at 262-275-2615 or [darrell@austinpierservice.com](mailto:darrell@austinpierservice.com).

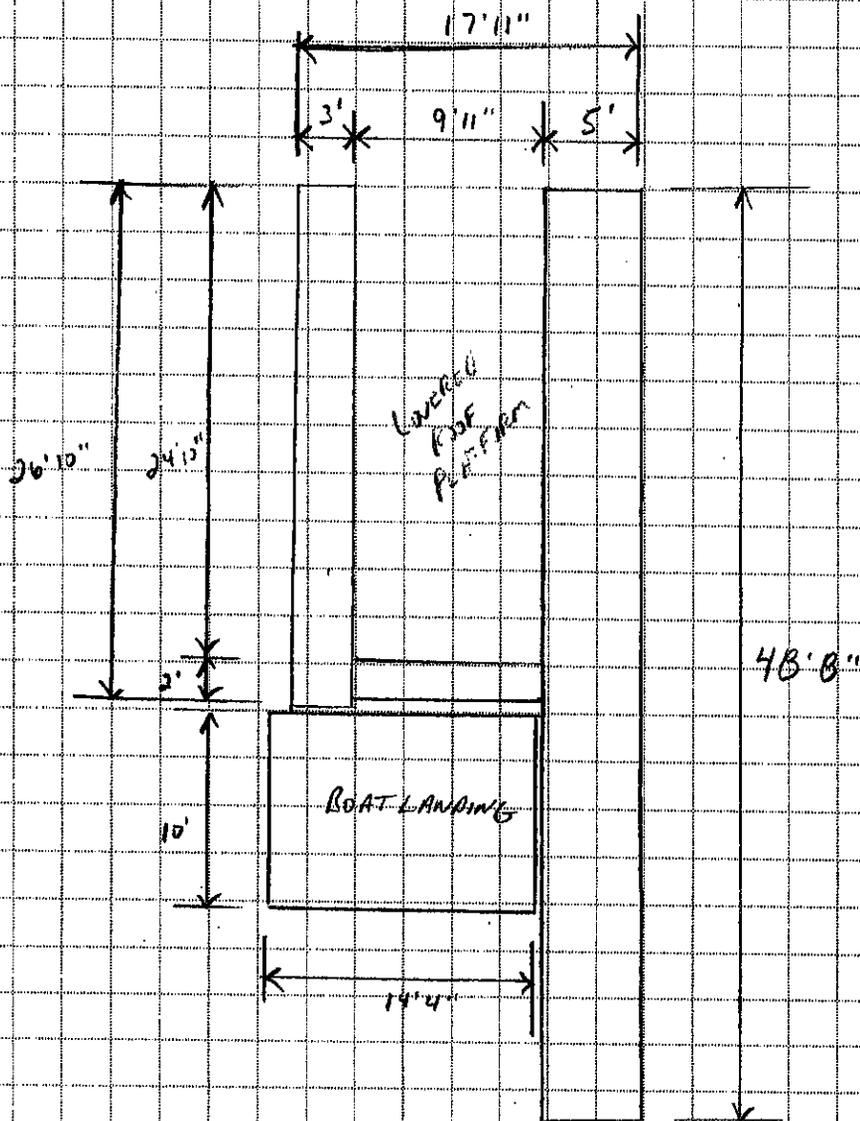
Sincerely,

A handwritten signature in black ink, appearing to read "Darrell Frederick", written over a horizontal line.

Darrell Frederick

Austin Pier Service Inc.

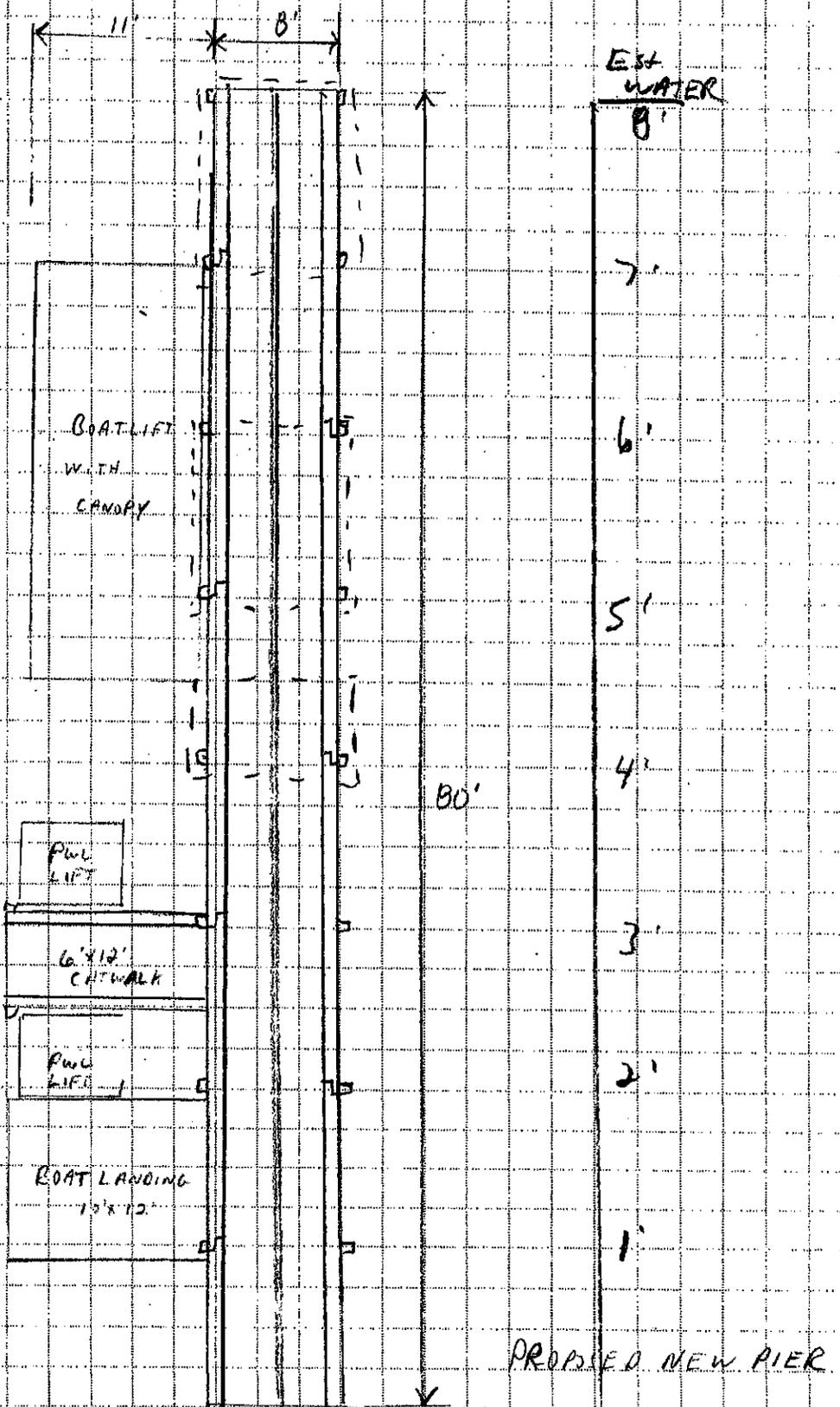




CURRENT PIER LAYOUT

**AUSTIN PIER SERVICE, INC.**  
 North 1398 Highway 14  
 WALWORTH, WISCONSIN 53184  
 (262) 275-2615

JOB FITTERER  
 SHEET NO. 1 OF 2  
 CALCULATED BY D. FLEUERICK DATE 10/6/15  
 CHECKED BY \_\_\_\_\_ DATE \_\_\_\_\_  
 SCALE 1" = 10'



**AUSTIN PIER SERVICE, INC.**  
 North 1398 Highway 14  
 WALWORTH, WISCONSIN 53184  
 (262) 275-2615

JOB FITTERER  
 SHEET NO. 2 OF 2  
 CALCULATED BY OFFICERILLY DATE 10/6/15  
 CHECKED BY \_\_\_\_\_ DATE \_\_\_\_\_  
 SCALE 1" = 10'

**State of Wisconsin**  
**DEPARTMENT OF NATURAL RESOURCES**  
Waukesha Service Center  
141 NW Barstow, Room 180  
Waukesha, WI 53188

Scott Walker, Governor  
Cathy Stepp, Secretary  
Telephone 608-266-2621  
Toll Free 1-888-936-7463  
TTY Access via relay - 711



July 12, 2016

IP-SE-2016-65-00571

Lyle Fitterer  
1040 San Jose Drive  
Elm Grove, IL 53122

Dear Mr. or Ms. Fitterer:

The Department of Natural Resources has completed its review of your application for a permit to place a pier on the bed of Geneva Lake, in the City of Lake Geneva, Walworth County. You will be pleased to know your application is approved.

I am attaching a copy of your permit, which lists the many important conditions that must be followed to protect water quality and habitat. A copy of the permit must be posted for reference at the project site. Please read your permit conditions carefully so that you are fully aware of what is expected of you.

Please note you are required to submit photographs of the completed project within 7 days after you've finished construction. This helps both of us to document the completion of the project and compliance with the permit conditions.

Your next step will be to notify me of the date on which you plan to start construction and again after your project is complete.

For project details, maps, and plans related to this decision, please see application number WP-IP-SE-2016-65-X02-25T08-08-09 on the Department's permit tracking website at <https://permits.dnr.wi.gov/water/SitePages/Permit%20Search.aspx>.

If you have any questions about your permit, please call me at (262) 574-2172 or email [travis.schroeder@wi.gov](mailto:travis.schroeder@wi.gov).

Sincerely,

Travis Schroeder  
Water Management Specialist  
cc: Rachel Nuetzel, Project Manager, (651) 290-5282, U.S. Army Corps of Engineers  
Blain Oborn City of Lake Geneva  
Darrell Frederick Austin Pier service  
Juan Gomez conservation warden

**We are committed to service excellence.**

Visit our survey at <http://dnr.wi.gov/customersurvey> to evaluate how I did.

**STATE OF WISCONSIN  
DEPARTMENT OF NATURAL RESOURCES**

**Pier PERMIT  
IP-SE-2016-65-00571**

Lyle Fitterer is hereby granted under Section 30.12(3m), Wisconsin Statutes, a permit to place a pier on the bed of Geneva Lake, in the City of Lake Geneva, Walworth County, also described as being in the NE1/4 of the SE1/4 of Section 35, Township 2 North, Range 17 East, subject to the following conditions:

**PERMIT**

1. You must notify Travis Schroeder at phone (262) 574-2172 or email [travis.schroeder@wi.gov](mailto:travis.schroeder@wi.gov) before starting construction and again not more than 5 days after the project is complete.
2. You must complete the project as described on or before 10/01/2018. If you will not complete the project by this date, you must submit a written request for an extension prior to expiration of the initial time limit specified in the permit. Your request must identify the requested extension date. The Department shall extend the time limit for an individual permit or contract for no longer than an additional 5 years if you request the extension before the initial time limit expires. You may not begin or continue construction after the original permit expiration date unless the Department extends the permit in writing or grants a new permit.
3. This permit does not authorize any work other than what you specifically describe in your application and plans, and as modified by the conditions of this permit. If you wish to alter the project or permit conditions, you must first obtain written approval of the Department.
4. Before you start your project, you must first obtain any permit or approval that may be required for your project by local zoning ordinances and by the U.S. Army Corps of Engineers. You are responsible for contacting these local and federal authorities to determine if they require permits or approvals for your project. These local and federal authorities are responsible for determining if your project complies with their requirements.
5. Upon reasonable notice, you shall allow access to your project site during reasonable hours to any Department employee who is investigating the project's construction, operation, maintenance or permit compliance.
6. The Department may modify or revoke this permit for good cause, including if the project is not completed according to the terms of the permit or if the Department determines the activity is detrimental to the public interest.
7. You must post a copy of this permit at a conspicuous location on the project site, visible from the waterway, for at least five days prior to construction, and remaining at least five days after construction. You must also have a copy of the permit and approved plan available at the project site at all times until the project is complete.
8. Your acceptance of this permit and efforts to begin work on this project signify that you have read, understood and agreed to follow all conditions of this permit.

9. You must submit a series of photographs to the Department, within one week of completing work on the site. The photographs must be taken from different vantage points and depict all work authorized by this permit.
10. You, your agent, and any involved contractors or consultants may be considered a party to the violation pursuant to Section 30.292, Wis. Stats., for any violations of Chapter 30, Wisconsin Statutes, or this permit.
11. Construction shall be accomplished in such a manner as to minimize erosion and siltation into surface waters. Erosion control measures (such as silt fence and straw bales) must meet or exceed the technical standards of ch. NR 151, Wis. Adm. Code. The technical standards are found at:  
[http://dnr.wi.gov/topic/stormwater/standards/const\\_standards.html](http://dnr.wi.gov/topic/stormwater/standards/const_standards.html) .
12. The pier shall be constructed to the dimensions as shown in the attached approved pier plan dated 10/16/2015.
13. Electrical, fueling, and waste handling facilities must comply with applicable safety and environmental protection regulations.
14. If foam flotation is used, this material must be completely coated or contained to resist deterioration from the elements and gasoline. A written description of the proposed material must be submitted to the Department for approval prior to use.
15. The pier must allow the free movement of water and must not entrap vegetation.
16. The pier must not enclose any portion of the navigable waterway.
17. This permit and plans must be encased in plastic and legibly displayed along the water's edge during construction and for 30 days after construction of this pier. The purpose of this condition is to allow Department staff and the public to monitor the project and to ensure compliance with the conditions of the project.
18. This permit authorizes future maintenance to the piers; however, no change can be made to the type of materials, number of slips, or pier configuration without written approval from the Department or amendment of this permit.
19. This pier must not interfere with the rights of other riparians.
20. The boat shelter may have a roof, but may not have walls, sides or drops. The roof must be pitched not less than 1 foot nor more than 2.5 feet from peak to eaves. Any roof must cover the berth only, not the pier.
21. All equipment used for the project including but not limited to tracked vehicles, barges, boats, hoses, sheet pile and pumps shall be de-contaminated for invasive and exotic viruses and species prior to use and after use.

The following steps must be taken every time you move your equipment to avoid transporting invasive and exotic viruses and species. To the extent practicable, equipment and gear used on infested waters shall not be used on other non-infested waters.

1. **Inspect and remove** aquatic plants, animals, and mud from your equipment.
2. **Drain all water** from your equipment that comes in contact with infested waters, including but not limited to tracked vehicles, barges, boats, hoses, sheet pile and pumps.
3. **Dispose** of aquatic plants, animals in the trash. Never release or transfer aquatic plants, animals or water from one waterbody to another.
4. **Wash your equipment** with hot (>140° F) and/or high pressure water,  
- OR -  
Allow your equipment to **dry thoroughly for 5 days.**

#### FINDINGS OF FACT

1. Lyle Fitterer has filed an application for a permit to place a pier/wharf on the bed of Geneva Lake, in the City of Lake Geneva, Walworth County, also described as being in the NE1/4 of the SE1/4 of Section 35, Township 2 North, Range 17 East.
2. The proposed project will replace an existing pier. They will have one power boat, 2- PWC units and keep a 10x12 side extension that is existing. The addition will be constructed of 6x6, 2x6, and 2x10 Douglass Fir with 3 cribs. The 3 new cribs will cover 280 square feet, and will be removing 2 old cribs that covered 132 square feet for an added difference of 148 square feet total, they will be rock filled and placed on the bottom of the lake. The purpose of this construction is to eliminate the roof platform and provide space for a canopied boatlift in deeper water as the current pier is in very shallow water. The
3. The Department has completed an investigation of the project site and has evaluated the project as described in the application and plans.
4. Geneva Lake is a navigable water (and no bulkhead exists at the project site.)
5. The proposed project, if constructed in accordance with this permit will not adversely affect water quality, will not increase water pollution in surface waters and will not cause environmental pollution as defined in s. 283.01(6m), Wis. Stats.
6. The proposed project will not impact wetlands if constructed in accordance with this permit.
7. The Department of Natural Resources has determined that the agency's review of the proposed project constitutes an integrated analysis action under s. NR 150.20(2), Wis. Adm. Code. The Department has considered the impacts on the human environment, alternatives to the proposed projects and has provided opportunities for public disclosure and comment. The Department has completed all procedural requirements of s. 1.11(2)(c), Wis. Stats., and NR 150, Wis. Adm. Code for this project.
8. The Department of Natural Resources has completed all procedural requirements and the project as permitted will comply with all applicable requirements of sections 30.12(3m), Wisconsin Statutes and Chapters NR 102, 103, and 326 of the Wisconsin Administrative Code.

The applicant was responsible for fulfilling the procedural requirements for publication of notices under s. 30.208(5)(c)1m., Stats., and was responsible for publication of the notice of pending application under s.30.208(3)(a), Stats. or the notice of public informational hearing under s.30.208(3)(c), Stats., or both. S. 30.208(3)(e), Stats., provides that if no public hearing is held, the Department must issue its decision within 30 days of the 30-day public comment period, and if a public hearing is held, the Department must issue its decision within 20 days after the 10-day period for public comment after the public hearing. S. 30.208(5)(bm), Stats., requires the Department to consider the date on which the department publishes a notice on its web site as the date of notice.

9. The structure will not materially obstruct navigation because it will be the same relative length as adjacent structures

#### CONCLUSIONS OF LAW

1. The Department has authority under the above indicated Statutes and Administrative Codes, to issue a permit for the construction and maintenance of this project.

#### NOTICE OF APPEAL RIGHTS

If you believe that you have a right to challenge this decision, you should know that the Wisconsin statutes and administrative rules establish time periods within which requests to review Department decisions shall be filed. For judicial review of a decision pursuant to sections 227.52 and 227.53, Wis. Stats., you have 30 days after the decision is mailed, or otherwise served by the Department, to file your petition with the appropriate circuit court and serve the petition on the Department. Such a petition for judicial review shall name the Department of Natural Resources as the respondent.

To request a contested case hearing of any individual permit decision pursuant to section 30.209, Wis.-Stats., you have 30 days after the decision is mailed, or otherwise served by the Department, to serve a petition for hearing on the Secretary of the Department of Natural Resources, P.O. Box 7921, Madison, WI, 53707-7921. The petition shall be in writing, shall be dated and signed by the petitioner, and shall include as an attachment a copy of the decision for which administrative review is sought. If you are not the applicant, you must simultaneously provide a copy of the petition to the applicant. If you wish to request a stay of the project, you must provide information, as outlined below, to show that a stay is necessary to prevent significant adverse impacts or irreversible harm to the environment. If you are not the permit applicant, you must provide a copy of the petition to the permit applicant at the same time that you serve the petition on the Department.

**The filing of a request for a contested case hearing is not a prerequisite for judicial review and does not extend the 30 day period for filing a petition for judicial review.**

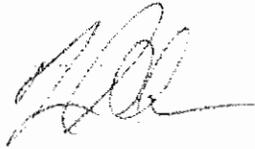
A request for contested case hearing must meet the requirements of section 30.209, Wis. Stats., and sections NR 2.03, 2.05, and 310.18, Wis. Admin. Code, and if the petitioner is not the applicant the petition must include the following information:

1. A description of the objection that is sufficiently specific to allow the department to determine which provisions of this section may be violated if the proposed permit or contract is allowed to proceed.
2. A description of the facts supporting the petition that is sufficiently specific to determine how the petitioner believes the project, as proposed, may result in a violation of Chapter 30, Wis. Stats.;
3. A commitment by the petitioner to appear at the administrative hearing and present information supporting the petitioner's objection.

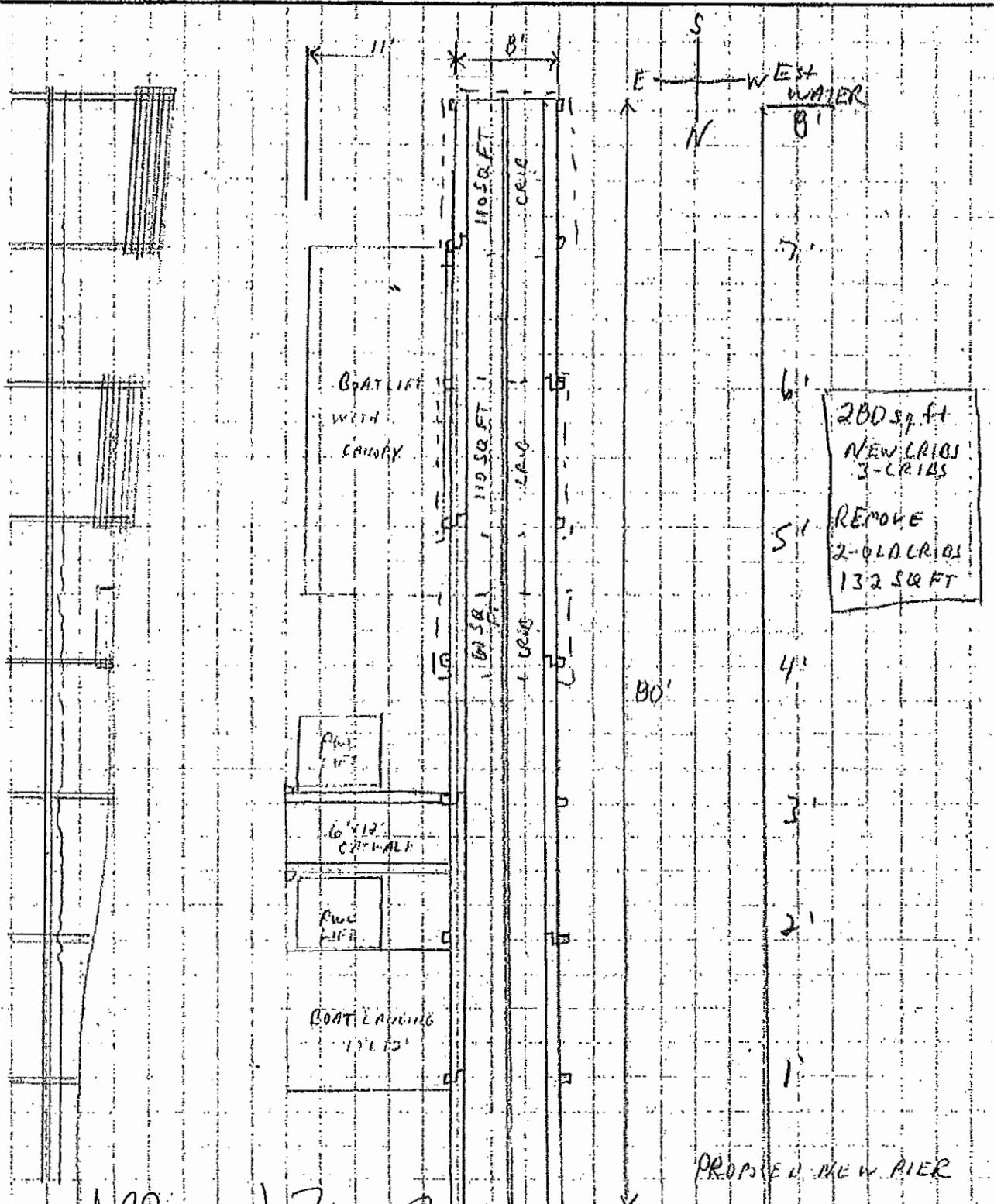
If the petition contains a request for a stay of the project, the petition must also include information showing that a stay is necessary to prevent significant adverse impacts or irreversible harm to the environment.

Dated at Waukesha Service Center, Wisconsin on 07/12/2016.

STATE OF WISCONSIN DEPARTMENT OF NATURAL RESOURCES  
For the Secretary



By \_\_\_\_\_  
Travis Schroeder  
Water Management Specialist



Approved Pier Plan

**AUSTIN PIER SERVICE, INC.**  
 North 139B Highway 14  
 WALWORTH, WISCONSIN 53184  
 (262) 278-2615

JOB FITTERER  
 SHEET NO. 2 OF 2  
 CALCULATED BY DIETZ DATE 10/6/15  
 CHECKED BY \_\_\_\_\_ DATE \_\_\_\_\_  
 SCALE 1" = 10'

**City of Lake Geneva  
Council Meeting  
July 25, 2016**

**Prepaid Checks**

**7/12/16 to 7/22/16**

**Total:  
\$12,696.57**

**Checks over \$5,000:**

**\$ 8,109.88**  
***2015 Tax Chargeback - Brunk Industries***

FROM 07/13/2016 TO 07/22/2016

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
COPIE	COPIES & PRINTS PLUS LLC								
	208891			07/20/16		63155	07/21/16	178.00	178.00
		01 "FOR RENT" SIGN-RIV SHOP	4055205399						178.00
								VENDOR TOTAL:	178.00
DIVIN	DIVING 911 RESCUE TRAINING LLC								
	D-2292			06/30/16		63156	07/21/16	2,985.00	2,985.00
		01 DIVE GEAR	4122001504						2,985.00
								VENDOR TOTAL:	2,985.00
MONAH	MICHAEL MONAHAN								
	REIMB			07/18/16		63157	07/21/16	48.30	48.30
		01 HOME DEPOT-DOOR PAINT	9900005350						48.30
								VENDOR TOTAL:	48.30
T0001283	BRUNK INDUSTRIES								
	ZGC00010C			07/20/16		63158	07/21/16	8,109.88	8,109.88
		01 2015 TAX REFUND-WI BOA APPEAL	1110005741						8,109.88
								VENDOR TOTAL:	8,109.88
VERIZON	VERIZON WIRELESS								
	9767659146			06/23/16		63159	07/21/16	1,375.39	223.43
		01 CELL CHGS-JUN	1122005262						223.43
	9767971043			07/01/16		63159	07/21/16	1,375.39	40.01
		01 AIR CARDS-JUN	1129005221						40.01
	9767971496			07/01/16		63159	07/21/16	1,375.39	461.62
		01 CELL CHGS-JUN	1121005221						461.62
	9768122005			07/03/16		63159	07/21/16	1,375.39	650.33
		01 AIR CARDS-JUN	1121005221						650.33
								VENDOR TOTAL:	1,375.39
								TOTAL --- ALL INVOICES:	12,696.57

**City of Lake Geneva  
Council Meeting  
July 25, 2016**

**Accounts Payable**

	<u>Fund #</u>	
1. General Fund	11	\$ 141,726.45
2. Debt Service	20	\$ 94.84
3. TID #4	34	\$ 650.00
4. Lakefront	40	\$ 20,765.55
5. Capital Projects	41	\$ 3,850.00
6. Parking	42	\$ 1,664.71
7. Cemetery	48	\$ 147.98
8. Equipment Replacement	50	\$ -
		1763.54
9. Library Fund	99	\$ -
10. Impact Fees	45	\$ 6,399.00
11. Tax Agency Fund	89	\$ -
<b>Total All Funds</b>		<b>\$177,062.07</b>

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

**COUNCIL MEETING DATE: 7/25/16**

**TOTAL UNPAID ACCOUNTS PAYABLE \$ 177,062.07**

**ITEMS > \$5,000**

Johns Disposal - July Refuse & Recycling Service	\$ 38,648.40
Accurate Appraisal - 75% of Contract	\$ 30,000.00
Alliant Energy - June Electric Bills	\$ 26,222.82
Schenck Business Solutions - 2015 Audit & Annual TID Report	\$ 18,450.00
General Communications Inc - Emergency Management Radios & Programming	\$ 8,059.45
Lake Geneva Utility Commission - Impact Fees	\$ 6,399.00
Gage Marine - Pier Painting	\$ 5,057.28

Balance of Other Items \$ 44,225.12

INVOICES DUE ON/BEFORE 07/26/2016

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
A+ GRAPHICS & PRINTING							
10580	07/05/16	01	OLD TIME NEWSLETTER	1170005720		07/26/16	65.00
						INVOICE TOTAL:	65.00
10630	07/08/16	01	SIGNS-"NO PARK"-MUSEUM	1134105375		07/26/16	151.75
						INVOICE TOTAL:	151.75
						VENDOR TOTAL:	216.75
ACCURATE APPRAISAL LLC							
7/16	07/18/16	01	75% OF CONTRACT	1115405210		07/26/16	30,000.00
						INVOICE TOTAL:	30,000.00
						VENDOR TOTAL:	30,000.00
ADVANCED DISPOSAL SERVICES							
A40000007369	06/30/16	01	LANDFILL USE-7.12 TNS	1136005296		07/26/16	397.75
						INVOICE TOTAL:	397.75
						VENDOR TOTAL:	397.75
ALLIANT ENERGY							
RE072016	07/01/16	01	ACCT #026273-HAVENWOOD FLSH	1134105222		07/26/16	8.18
		02	ACCT #057300-SOUTH/WELLS FLSH	1134105222			10.53
		03	ACCT #064443-WELLS ST FLSH	1134105222			9.90
		04	ACCT #072470-MAIN ST LITES	1134105223			94.71
		05	ACCT #089416-SHARED SAVINGS P	9900005623			138.78
		06	ACCT #089416-SHARED SAVINGS I	9900005663			1.04
		07	ACCT #108571-1055 CAREY	1132105222			132.18
		08	ACCT #111395-BROAD ST TRFC LT	1134105223			41.96
		09	ACCT #121601-SHARED SAVINGS P	2081005625			93.66
		10	ACCT #121601-SHARED SAVINGS I	2081005664			1.18
		11	ACCT #148614-HWY 50/12 FLASHER	1134105222			11.06
		12	ACCT #152472-W COOK SIREN	1129005222			12.14
		13	ACCT #161895-RIVIERA ELEC	4055305222			4,718.14

INVOICES DUE ON/BEFORE 07/26/2016

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
-----							
ALLIANT	ALLIANT ENERGY						
RE072016	07/01/16	14	ACCT #165231-BEACH HOUSE	4054105222		07/26/16	806.60
		15	ACCT #178450-INTCHG N/SHER SPR	1134105223			73.52
		16	ACCT #182684-HWY 120/BLMFLD LT	1134105223			83.98
		17	ACCT #243254-LIBRARY PARK	1152005222			40.85
		18	ACCT #252132-EDWDS BLVD/WM SIG	1134105223			77.23
		20	ACCT #293132-SAGE ST/DUNN SRN	1129005222			5.47
		21	ACCT #303645-MS2 STREET LTS	1134105223			301.56
		22	ACCT #327582-DUNN FIELD	1152005922			118.52
		23	ACCT #339772-SNAKE RD/HWY 50	1134105222			11.17
		24	ACCT #363673-VETS PK/TWNLN RD	1152015222			786.78
		25	ACCT #393713-MUSEUM 256 MILL	1151105222			1,431.85
		27	ACCT #401872-WELLS ST FLSH	1134105222			10.59
		28	ACCT #414694-HOST DR WATER TWR	1122005222			188.76
		29	ACCT #422323-GENEVA SQ TRF LT	1134105223			29.41
		30	ACCT #433371-LIBRARY	9900005222			1,338.87
		31	ACCT #457625-LOT LITE GNVA ST	1134105223			189.54
		32	ACCT #462852-WELLS ST FLSH	1134105222			73.66
		33	ACCT #549716-FLAT IRON PARK	1152005222			138.48
		34	ACCT #566211-W HWY 50 BLK FLSH	1134105222			11.17
		35	ACCT #595515-LIB PARK RESTROOM	1152005222			46.64
		36	ACCT #602235-724 WILLIAMS ST	1134105223			21.19
		37	ACCT #604445-S LAKESHORE DR FL	1134105222			8.03
		38	ACCT #622184-S LAKESHORE DR	1152005222			15.21
		39	ACCT #630016-COOK ST/HWY 50	1134105223			34.24
		40	ACCT #661112-OAK HILL CEMETERY	4800005222			40.40
		41	ACCT #684954-730 MARSHALL SRN	1129005222			19.63
		43	ACCT #688465-TENNIS CTS/SCHL	1152005222			12.71
		44	ACCT #718894-OAK HILL CEMETERY	4800005222			20.34
		46	ACCT #732492-389 EDWDS TRF LT	1134105223			102.50
		47	ACCT #734115-HWY 50/HWY 12 LTS	1134105222			27.10
		48	ACCT #738154-RUSHWOOD PARK	1152005222			13.34
		49	ACCT #758433-700 GENEVA ST LOT	1134105223			114.82
		50	ACCT #758940-1065 CAREY ST	1132105222			611.86
		51	ACCT #759513-STREET LIGHTS	1134105223			7,138.67

INVOICES DUE ON/BEFORE 07/26/2016

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
-----							
ALLIANT ALLIANT ENERGY							
RE072016	07/01/16	52	ACCT #800930-VETS PK SCOREBRD	1152015222		07/26/16	304.64
		53	ACCT #837813-SEM PARK RESTROOM	1152005222			18.12
		54	ACCT #895526-HWY 50 TRF LT	1134105223			144.30
		55	ACCT #912610-GEORGE ST FLSHR	1134105222			8.20
		56	ACCT #923482-1070 CAREY ST	1132105222			142.76
		59	ACCT #926683-FLAT IRON PK/WRGL	1152005222			8.57
		60	ACCT #932215-DODGE ST FLSHR	1134105222			8.81
		63	ACCT #940353-IMPND 1070 CAREY	1121005222			44.52
		64	ACCT #952816-FIRE HOUSE	1122005222			980.27
		65	ACCT #957203-HWY 120/TWNLD RD	1134105222			84.95
		66	ACCT #965570-201 EDWARDS SIREN	1129005222			11.88
		67	ACCT #969933-CITY HALL	1116105222			4,903.59
		68	ACCT #973443-VETS PARK PAVLN	1152015222			226.30
		69	ACCT #980910-DONIAN PARK	1152005222			83.47
		70	ACCT #998403-COBB PARK	1152005222			34.29
						INVOICE TOTAL:	26,222.82
						VENDOR TOTAL:	26,222.82
AT&TL AT&T LONG DISTANCE							
RE072016	07/04/16	01	LONG DIST-JUL	1100001391		07/26/16	48.77
		02	LONG DIST-JUL	4055105221			0.90
		03	LONG DIST-JUL	4800005221			7.24
		04	LONG DIST-JUL	1132105221			17.65
		05	LONG DIST-JUL	1122005221			54.01
		06	LONG DIST-JUL	9900005221			31.85
		07	LONG DIST-JUL	1121005221			507.30
		08	LONG DIST-JUL	1116105221			4.23
		09	LONG DIST-JUL	1112005221			1.13
						INVOICE TOTAL:	673.08
						VENDOR TOTAL:	673.08
AUROE AURORA EAP							
IN14595	06/30/16	01	3RD QTR 2016 FEE	1110205135		07/26/16	937.50
						INVOICE TOTAL:	937.50
						VENDOR TOTAL:	937.50

INVOICES DUE ON/BEFORE 07/26/2016

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
-----							
AUTOM	AUTOMATED PARKING TECHNOLOGIES						
160682	04/27/16	01	COIN CHUTE REPLACE	4234505250		07/26/16	105.00
						INVOICE TOTAL:	105.00
						VENDOR TOTAL:	105.00
BAY	BAY LOCK SERVICE						
21271	07/15/16	01	LOCK REPAIR-PD	1116105360		07/26/16	90.00
						INVOICE TOTAL:	90.00
						VENDOR TOTAL:	90.00
BIGELOW	BIGELOW REFRIGERATION						
64224	06/19/16	01	COOLER FIX	4055105360		07/26/16	175.44
						INVOICE TOTAL:	175.44
64252	07/07/16	01	COOLER MAINT	4055105360		07/26/16	100.00
						INVOICE TOTAL:	100.00
						VENDOR TOTAL:	275.44
BUMPL	BUMPER TO BUMPER AUTO PARTS						
662-344740	07/13/16	01	BATTERY-#56	1132105250		07/26/16	69.00
						INVOICE TOTAL:	69.00
						VENDOR TOTAL:	69.00
CES	CES						
LKG/001526	06/06/16	01	3 1/2" EMT PIPE RETURNED	4234505250		07/26/16	-40.63
						INVOICE TOTAL:	-40.63
LKG/031110	03/30/16	01	KEYED SWITCH-RESTROOM LTS	1152015350		07/26/16	35.00
						INVOICE TOTAL:	35.00
LKG/031269	04/07/16	01	SPLICERS, CRIMP TOOLS	4234505250		07/26/16	98.75
						INVOICE TOTAL:	98.75

INVOICES DUE ON/BEFORE 07/26/2016

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
-----							
CES	CES						
LKG/032299	06/06/16	01	3 1/2" EMT PIPE	4234505250		07/26/16	40.63
						INVOICE TOTAL:	40.63
LKG/032303	06/06/16	01	3" CONDUIT PIPE	4234505250		07/26/16	162.42
						INVOICE TOTAL:	162.42
LKG/032379	06/09/16	01	NOALOX COMPOUND	1152005350		07/26/16	16.33
						INVOICE TOTAL:	16.33
LKG/032609	06/22/16	01	ELEC TAPE,CONNECTORS	4234505250		07/26/16	17.34
						INVOICE TOTAL:	17.34
						VENDOR TOTAL:	329.84
CHASE	CHASE CARD SERVICES						
8486-7/16	07/08/16	01	WISTAX-MUNI FACTS 2016	1114205324		07/26/16	27.39
		02	KWIK TRIP-GAS	1122005341			13.10
		03	WW GRAINGER	1122005340			30.65
		04	USPS	1122005312			25.85
		05	HOME DEPOT-BLOCKS,SOIL,FLWRS	1122005241			174.32
		06	HOME DEPOT-BLOCKS,POT	1122005241			53.20
		07	FRYS.COM-CCTV SPLICES	1132105340			10.95
		08	PALOS SPORTS-BASKETBALL NETS	1100001391			51.94
		09	RUBBERSTAMPS-CREDIT TAX	1115105310			-4.62
		10	LWM-CONF REG	1114105331			160.00
						INVOICE TOTAL:	542.78
						VENDOR TOTAL:	542.78
CHICA	CHICAGO TITLE COMPANY						
WA-6961 DRAW #3 FEE	07/12/16	01	ESCROW SERVICE-DRAW 3	3430005214		07/26/16	100.00
						INVOICE TOTAL:	100.00
WA-6961 DRAW #4 FEE	07/18/16	01	ESCROW SVC-DRAW 4	3430005214		07/26/16	100.00
						INVOICE TOTAL:	100.00
						VENDOR TOTAL:	200.00

INVOICES DUE ON/BEFORE 07/26/2016

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
CINTAS CINTAS CORP							
5005459763	07/07/16	01	GLOVES, MEDS, WIPES	1132105390		07/26/16	102.26
						INVOICE TOTAL:	102.26
						VENDOR TOTAL:	102.26
CULLI CULLIGAN OF BURLINGTON							
500-08378051-9	06/30/16	01	SOLAR SALT SVC	4055105360		07/26/16	142.40
						INVOICE TOTAL:	142.40
						VENDOR TOTAL:	142.40
DELS DEL'S SERVICE							
26647	06/14/16	01	TOW TRACTOR/BURL-LG	1132105250		07/26/16	75.00
						INVOICE TOTAL:	75.00
26931	06/07/16	01	TOW TRACTOR/LG-BURL	1132105250		07/26/16	75.00
						INVOICE TOTAL:	75.00
						VENDOR TOTAL:	150.00
DOWN DOWN TO EARTH CONTRACTORS INC							
6243	07/01/16	01	STORM SEWER FIX-SLD	1132155450		07/26/16	1,124.00
						INVOICE TOTAL:	1,124.00
6248	07/01/16	01	STORM SEWER FIX-SOUTH ST	1132155450		07/26/16	651.00
						INVOICE TOTAL:	651.00
						VENDOR TOTAL:	1,775.00
DUNN DUNN LUMBER & TRUE VALUE							
651386	07/05/16	01	DOLLY	1152015350		07/26/16	29.99
		02	DISCOUNT	1100004819			-1.50
						INVOICE TOTAL:	28.49
651494	07/06/16	01	NUTS, BOLTS	4054105352		07/26/16	5.29

INVOICES DUE ON/BEFORE 07/26/2016

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
-----							
DUNN	DUNN LUMBER & TRUE VALUE						
651494	07/06/16	02	DISCOUNT	1100004819		07/26/16	-0.26
						INVOICE TOTAL:	5.03
651535	07/06/16	01	HOSE,CONNECTOR	4055205350		07/26/16	11.98
		02	DISCOUNT	1100004819			-0.60
						INVOICE TOTAL:	11.38
651630	07/07/16	01	PAINT-3 GALS	1152005340		07/26/16	101.97
		02	DISCOUNT	1100004819			-5.10
						INVOICE TOTAL:	96.87
651646	07/07/16	01	NUTS,BOLTS,SPIKES	1152015350		07/26/16	7.60
		02	DISCOUNT	1100004819			-0.38
						INVOICE TOTAL:	7.22
651686	07/07/16	01	LITE BULBS	1152005350		07/26/16	9.99
		02	DISCOUNT	1100004819			-0.50
						INVOICE TOTAL:	9.49
651709	07/07/16	01	SEALER-BENCHES	1152005352		07/26/16	13.98
		02	DISCOUNT	1100004819			-0.70
						INVOICE TOTAL:	13.28
651742	07/08/16	01	GLUE,CAULK GUN	1152005352		07/26/16	10.97
		02	DISCOUNT	1100004819			-0.55
						INVOICE TOTAL:	10.42
651983	07/11/16	01	BUSHINGS	1152005352		07/26/16	7.47
		02	DISCOUNT	1100004819			-0.37
						INVOICE TOTAL:	7.10
652480	07/13/16	01	BOLTS-STAIRS	4054105352		07/26/16	1.19
		02	DISCOUNT	1100004819			-0.06
						INVOICE TOTAL:	1.13

INVOICES DUE ON/BEFORE 07/26/2016

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
DUNN DUNN LUMBER & TRUE VALUE							
652564	07/14/16	01	PAINT ROLLERS	1152005352		07/26/16	23.96
		02	DISCOUNT	1100004819			-1.20
						INVOICE TOTAL:	22.76
653073	07/19/16	01	PAINT, BRUSHES-ASH	1152005352		07/26/16	20.98
		02	DISCOUNT	1100004819			-1.05
						INVOICE TOTAL:	19.93
653102	07/19/16	01	PAINT ROLLERS-BENCHES	1152005352		07/26/16	9.98
		02	DISCOUNT	1100004819			-0.50
						INVOICE TOTAL:	9.48
653168	07/19/16	01	FLUSH VALVE KIT-LIB	1152005350		07/26/16	2.69
		02	DISCOUNT	1100004819			-0.13
						INVOICE TOTAL:	2.56
						VENDOR TOTAL:	245.14
DUO DUO SAFETY LADDER CORPORATION							
447222	12/23/14	01	RUNG REAMER TOOL RETURN	1122005351		03/16/16	-126.00
		02	REFUND CK RECD-TOOL RETURN	1122005351			126.00
						INVOICE TOTAL:	0.00
						VENDOR TOTAL:	0.00
EBC EMPLOYEE BENEFITS CORPORATION							
5806-IN	07/12/16	01	2% COBRA-JUL	1110205132		07/26/16	58.03
						INVOICE TOTAL:	58.03
						VENDOR TOTAL:	58.03
ELKHO ELKHORN CHEMICAL CO INC							
576334	06/30/16	01	TRASH BAGS, CLEANER, MOPS	4055105350		07/26/16	482.32
						INVOICE TOTAL:	482.32

INVOICES DUE ON/BEFORE 07/26/2016

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
-----							
ELKHO	ELKHORN CHEMICAL CO INC						
576844	07/08/16	01	ODOR BLOCKS, SPRAY	1116105350		07/26/16	142.04
						INVOICE TOTAL:	142.04
						VENDOR TOTAL:	624.36
EVERG	EVERGREEN SEPTIC SERVICE LLC						
1738	07/15/16	01	PUMP SEPTIC-COBB PARK	1152005241		07/26/16	150.00
						INVOICE TOTAL:	150.00
						VENDOR TOTAL:	150.00
FIRSTS	FIRST SUPPLY LLC						
1374731-00	07/01/16	01	TOILET VALVES	4055105350		07/26/16	119.92
						INVOICE TOTAL:	119.92
						VENDOR TOTAL:	119.92
GAGE	GAGE MARINE CORP						
124714	06/07/16	01	PIER PAINTING	4055305264		07/26/16	5,000.00
						INVOICE TOTAL:	5,000.00
124811	06/08/16	01	BUOY INSTALL #25	4052105264		07/26/16	57.28
						INVOICE TOTAL:	57.28
						VENDOR TOTAL:	5,057.28
GENERC	GENERAL COMMUNICATIONS INC						
227429	06/01/16	01	RADIOS/RADIO PROGRAMMING	1129005735		07/26/16	8,059.45
						INVOICE TOTAL:	8,059.45
						VENDOR TOTAL:	8,059.45
GENEVA	TOWN OF GENEVA						
STACK-GOVPAYREF	06/28/16	01	REF CIT #U321839-0 STACK	1112002428		07/26/16	10.00
						INVOICE TOTAL:	10.00
						VENDOR TOTAL:	10.00

INVOICES DUE ON/BEFORE 07/26/2016

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
-----							
GENON	GENEVA ONLINE INC						
1031381	07/01/16	01	EMAIL SVC-JULY	1112005221		07/26/16	2.00
						INVOICE TOTAL:	2.00
						VENDOR TOTAL:	2.00
GEOSY	GEO-SYNTHETICS LLC						
122670	07/08/16	01	EROSION TUBES-CATCH BASINS	1132155450		07/26/16	68.00
						INVOICE TOTAL:	68.00
						VENDOR TOTAL:	68.00
GIRAF	GIRAFFE ELECTRIC						
16-506	07/12/16	01	ELECTRIC LOCATE-BROAD ST	1134105261		07/26/16	413.75
						INVOICE TOTAL:	413.75
						VENDOR TOTAL:	413.75
GLPLU	GENEVA LAKE PLUMBING CO						
11702	06/30/16	01	CLEAR PLUGGED TOILET	4055105360		07/26/16	246.03
						INVOICE TOTAL:	246.03
						VENDOR TOTAL:	246.03
HEIN	HEIN ELECTRIC SUPPLY CO						
256142-00	07/05/16	01	LOT LIGHTS-B-BALL CRTS	1152015952		07/26/16	1,167.50
		02	DISCOUNT	1100004819			-11.63
						INVOICE TOTAL:	1,155.87
						VENDOR TOTAL:	1,155.87
HENRYS	HENRY SCHEIN INC						
19412199	05/07/15	01	PERFUSION BACKPACK	1122005810		07/26/16	183.00
						INVOICE TOTAL:	183.00
19542321	05/11/15	01	MEGAMOVERS	1122005810		07/26/16	231.00
						INVOICE TOTAL:	231.00

INVOICES DUE ON/BEFORE 07/26/2016

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
-----							
HENRYS HENRY SCHEIN INC							
21643132	07/20/15	01	UNUSED CREDIT MEMO	1122005810		07/26/16	-32.01
						INVOICE TOTAL:	-32.01
28072508	02/22/16	01	SUCTION BATTERY	1122005810		07/26/16	102.65
						INVOICE TOTAL:	102.65
						VENDOR TOTAL:	484.64
HESTA HE STARK AGENCY INC							
6089CRTPRK-5/16	05/31/16	01	COLLECTION FEES-MAY	1112005214		07/26/16	2.50
						INVOICE TOTAL:	2.50
6089PARK-6/16	06/30/16	01	COLLECTION FEES-JUN	4234505216		07/26/16	906.20
						INVOICE TOTAL:	906.20
						VENDOR TOTAL:	908.70
ITU ITU ABSORB TECH INC							
6621628	07/15/16	01	MOPS,MATS,FRAGRANCE	4055105350		07/26/16	66.05
						INVOICE TOTAL:	66.05
6621629	07/15/16	01	MATS	1116105360		07/26/16	75.18
						INVOICE TOTAL:	75.18
						VENDOR TOTAL:	141.23
JDENV JD ENVIRONMENTAL LLC							
1303	06/21/16	01	ASBESTOS INSPECTION-227 SLS	4234505870		07/26/16	375.00
						INVOICE TOTAL:	375.00
						VENDOR TOTAL:	375.00
JERRY JERRY WILLKOMM INC							
225837	07/06/16	01	1300 GALS GAS	1132105341		07/26/16	2,988.70
						INVOICE TOTAL:	2,988.70
						VENDOR TOTAL:	2,988.70

INVOICES DUE ON/BEFORE 07/26/2016

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
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JOHNS	JOHNS DISPOSAL SERVICE INC						
78946	07/06/16	01	JUL SVC	1136005294		07/26/16	26,734.40
		02	JUL SVC	1136005297			10,934.00
		03	TRASH-ELMER PIER	4052105800			980.00
						INVOICE TOTAL:	38,648.40
						VENDOR TOTAL:	38,648.40
KAEST	KAESTNER AUTO ELECTRIC CO						
242370	06/04/16	01	RAKES	1132105340		07/26/16	227.96
						INVOICE TOTAL:	227.96
						VENDOR TOTAL:	227.96
KAPUR	KAPUR & ASSOCIATES, INC						
88005	06/22/16	01	MAY ENG	1100001391		07/26/16	2,104.00
						INVOICE TOTAL:	2,104.00
						VENDOR TOTAL:	2,104.00
KENOSC	KENOSHA CIRCUIT COURT						
WARRANT-KELLEY, CHAD	07/08/16	01	#16040796A-KELLEY, CHAD	1112002428		07/26/16	134.00
						INVOICE TOTAL:	134.00
						VENDOR TOTAL:	134.00
LABYR	LABYRINTH HEALTHCARE GROUP						
28862	07/01/16	01	PATIENT CARE-JULY	1110205132		07/26/16	301.50
						INVOICE TOTAL:	301.50
						VENDOR TOTAL:	301.50
LARRY	LARRY'S TOWING & RECOVERY						
27508	07/08/16	01	TOWING-CHRYSLER	1134105290		07/26/16	145.00
						INVOICE TOTAL:	145.00
						VENDOR TOTAL:	145.00

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INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
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LGUTI	LAKE GENEVA UTILITY						
351 PELLER RD	07/19/16	01	351 PELLER RD	4500002452		07/26/16	3,042.00
		02	351 PELLER RD	4500002453			3,357.00
						INVOICE TOTAL:	6,399.00
						VENDOR TOTAL:	6,399.00
MAXR	MAX-R						
675696	06/29/16	01	TRASH CAN LIDS	4152001125		07/26/16	3,850.00
						INVOICE TOTAL:	3,850.00
						VENDOR TOTAL:	3,850.00
NAPAE	ELKHORN NAPA AUTO PARTS						
37649	06/23/16	01	AIR,OIL,FUEL FILTERS	1132105351		07/26/16	63.89
						INVOICE TOTAL:	63.89
38995	07/06/16	01	BATTERY,BOLT-TRK #25	1132105351		07/26/16	210.37
						INVOICE TOTAL:	210.37
						VENDOR TOTAL:	274.26
OTIS	OTIS ELEVATOR COMPANY						
CMM23647001	04/21/16	01	2 ELEV CIRCUIT BOARDS FIX	4055205360		07/26/16	3,450.00
						INVOICE TOTAL:	3,450.00
						VENDOR TOTAL:	3,450.00
PATS	PATS SERVICES INC						
A-128722	07/07/16	01	PORT A POTTY SVC-JUL	4800005360		07/26/16	80.00
						INVOICE TOTAL:	80.00
						VENDOR TOTAL:	80.00
PIRAN	PIRANHA PAPER SHREDDING LLC						
12491071116	07/11/16	01	SHREDDING SVC-JUL	1116105360		07/26/16	15.00
						INVOICE TOTAL:	15.00
						VENDOR TOTAL:	15.00

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INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
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QUILL	QUILL CORPORATION						
7102026	07/01/16	01	COPY PAPER	1116105310		07/26/16	149.95
						INVOICE TOTAL:	149.95
						VENDOR TOTAL:	149.95
ROTE	ROTE OIL COMPANY						
1619500616	07/13/16	01	294.7 GALS DYED DIESEL	1132105341		07/26/16	515.42
						INVOICE TOTAL:	515.42
1619600007	07/14/16	01	391.7 GALS CLEAR DIESEL	1132105341		07/26/16	806.52
						INVOICE TOTAL:	806.52
						VENDOR TOTAL:	1,321.94
SCHEN	SCHENCK BUSINESS SOLUTIONS						
SC10110364	05/31/16	01	2015 AUDIT	1115105213		07/26/16	18,000.00
		02	ANNUAL TID REPORT	3430005214			450.00
						INVOICE TOTAL:	18,450.00
						VENDOR TOTAL:	18,450.00
SHERW	SHERWIN-WILLIAMS COMPANY						
9475-8	07/01/16	01	STRIPING PAINT	1134105370		07/26/16	142.00
						INVOICE TOTAL:	142.00
						VENDOR TOTAL:	142.00
STAFF	STAFFORD ROSENBAUM LLP						
1182664	06/21/16	01	PD PERSONNEL ISSUE	1113105214		07/26/16	4,652.00
						INVOICE TOTAL:	4,652.00
						VENDOR TOTAL:	4,652.00
STAPL	STAPLES BUSINESS ADVANTAGE						
3307731074	07/02/16	01	TAG FLAGS,STICKIES	1116105310		07/26/16	9.39

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INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
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STAPL STAPLES BUSINESS ADVANTAGE							
3307731074	07/02/16	02	PAPER-CREAM	1114305382		07/26/16	30.84
		03	CARD STOCK-YELLOW	1124005310			10.30
						INVOICE TOTAL:	50.53
						VENDOR TOTAL:	50.53
SUPPLY THE SUPPLY CORPORATION							
64542-IN	07/06/16	01	HAND SOAP	1152005350		07/26/16	219.50
						INVOICE TOTAL:	219.50
64564-IN	07/08/16	01	HAND SOAP	1152005350		07/26/16	263.40
						INVOICE TOTAL:	263.40
						VENDOR TOTAL:	482.90
T0001269 ROBERT DILLMAN							
REFUND	07/07/16	01	DILLMAN-SEC DEP 7/3/16	4055102353		07/26/16	1,000.00
		02	DILLMAN-SETUP, SEC GRD 7/3/16	4055104674			-315.75
						INVOICE TOTAL:	684.25
						VENDOR TOTAL:	684.25
T0001271 KARISSA KAISNER							
REFUND	07/11/16	01	KAISNER-SEC DEP 7/9/16	4055102353		07/26/16	1,000.00
		02	KAISNER-SETUP, SEC GRD 7/9/16	4055104674			-418.50
						INVOICE TOTAL:	581.50
						VENDOR TOTAL:	581.50
T0001272 DON JACOBS							
REFUND	07/11/16	01	DINGHY RETURN	1100004690		07/26/16	189.57
		02	DINGHY RETURN TAX	1100002421			10.43
						INVOICE TOTAL:	200.00
						VENDOR TOTAL:	200.00

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INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
T0001274 SYBIL MCDONALD							
REFUND	07/07/16	01	MCDONALD-SEC DEP 7/2/16	4055102353		07/26/16	1,000.00
		02	MCDONALD-SETUP, SEC GRD 7/2/16	4055104674			-314.00
						INVOICE TOTAL:	686.00
						VENDOR TOTAL:	686.00
T0001275 ANTHONY OSNAEZ							
REFUND	06/24/16	01	CN80GD2XZX-RESTITUTION	1112004510		07/26/16	60.00
						INVOICE TOTAL:	60.00
						VENDOR TOTAL:	60.00
T0001276 KATEY WALLS							
REFUND	07/07/16	01	WALLS-SEC DEP 7/1/16	4055102353		07/26/16	1,000.00
		02	WALLS-SETUP, SEC GRD 7/1/16	4055104674			-354.00
						INVOICE TOTAL:	646.00
						VENDOR TOTAL:	646.00
T0001278 FRIENDS OF LG LIBRARY							
REFUND	07/12/16	01	FRIENDS LG LIB-SEC DEP 7/9/16	1100002353		07/26/16	100.00
						INVOICE TOTAL:	100.00
						VENDOR TOTAL:	100.00
T0001279 GRACE HIRTE							
REFUND	07/18/16	01	HIRTE-SEC DEP 7/15/16	4055102353		07/26/16	1,000.00
		02	HIRTE-SETUP, SEC GRD 7/15/16	4055104674			-394.00
						INVOICE TOTAL:	606.00
						VENDOR TOTAL:	606.00
T0001280 KAYLA STEPHENS							
REFUND	07/18/16	01	STEPHENS-SEC DEP 7/16/16	4055102353		07/26/16	1,000.00

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INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
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T0001280 KAYLA STEPHENS							
REFUND	07/18/16	02	STEPHENS-ADD'L HOUR 7/16/16	4055102353		07/26/16	400.00
		03	STEPHENS-SETUP, SEC GRD 7/16/16	4055104674			-284.00
						INVOICE TOTAL:	1,116.00
						VENDOR TOTAL:	1,116.00
T0001281 SHEREE CARLSON							
REFUND	07/18/16	01	CARLSON-SEC DEP 7/16/16	1100002353		07/26/16	147.00
						INVOICE TOTAL:	147.00
						VENDOR TOTAL:	147.00
T0001282 ADAM YOUNG							
REFUND	07/21/16	01	YOUNG-SEM PK CANCEL 7/30/16	1100002353		07/26/16	50.00
						INVOICE TOTAL:	50.00
						VENDOR TOTAL:	50.00
THELE	THELEN MATERIALS LLC						
336247	06/25/16	01	DIAMOND MIX	1152015952		07/26/16	505.44
						INVOICE TOTAL:	505.44
						VENDOR TOTAL:	505.44
TRUGR	TRUGREEN PROCESSING CTR						
49629158	06/28/16	01	FERTILIZER SVC	1152005362		07/26/16	790.20
						INVOICE TOTAL:	790.20
						VENDOR TOTAL:	790.20
UNITE	UNITED LABORATORIES						
INV158779	06/28/16	01	WEED KILLER-AQUATIC	1152005362		07/26/16	1,657.59
						INVOICE TOTAL:	1,657.59
						VENDOR TOTAL:	1,657.59

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INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT	
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WALCOP WALWORTH COUNTY PUBLIC WORKS								
610	07/05/16	01	CENTER LINE PAINTING	1134105370		07/26/16	3,698.12	
							INVOICE TOTAL:	3,698.12
							VENDOR TOTAL:	3,698.12
WALCOS WALWORTH COUNTY SHERIFF								
JUNE 2016	07/07/16	01	PRISONER CONFINES--JUN	1112005290		07/26/16	150.00	
							INVOICE TOTAL:	150.00
							VENDOR TOTAL:	150.00
WEENE WE ENERGIES								
RE072016	07/07/16	01	7891-194-618 JUN GAS BILL	1116105224		07/26/16	275.78	
		03	7837-744-963 JUN GAS BILL	1122005224			96.69	
		04	0480-524-472 JUN GAS BILL	4055105224			82.26	
		06	0847-573-906 JUN GAS BILL-ST#2	1122005224			11.91	
		07	5288-664-956 JUN GAS BILL	1151105224			52.64	
		08	8052-439-940 JUN GAS BILL-1055	1132105224			9.90	
		09	8017-524-022 JUN GAS BILL-1065	1132105224			25.50	
		10	6602-046-262 JUN GAS BILL-1070	1132105224			9.90	
		11	7283-171-261 JUN GAS BILL	1152015224			10.23	
		13	5604-510-433 JUN GAS BILL	9900005222			183.00	
		14	3843-358-997 JUN GAS BILL	9900005222			70.00	
							INVOICE TOTAL:	827.81
							VENDOR TOTAL:	827.81
WISSC WI SUPREME COURT								
SEMINAR-2016	07/06/16	01	CLERK SEMINAR-2016	1112005332		07/26/16	40.00	
							INVOICE TOTAL:	40.00
							VENDOR TOTAL:	40.00
ZSCAPE Z-SCAPE LANDSCAPE & DESIGN								
5605	07/01/16	01	POND MAINT--JUN	1152005362		07/26/16	300.00	
							INVOICE TOTAL:	300.00
							VENDOR TOTAL:	300.00
							TOTAL ALL INVOICES:	177,062.07