



FINANCE, LICENSE & REGULATION COMMITTEE

MONDAY, OCTOBER 24, 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 Special Finance, License and Regulation Committee Meeting minutes of October 7, 2016 and October 11, 2016, and the Regular Finance, License and Regulation Committee Meeting minutes of October 10, 2016, as prepared and distributed.
5. **LICENSES & PERMITS**
 - a. Original 2016-2017 Operator's (Bartender) License application filed by Briana Krowlek, Kiersten Riese-Squire, Patrick Staggs, Stephanie Najera-Diaz, and Tania Parat
6. Discussion/Recommendation on Park System – Memorial and Donation application filed by Anne Brunk Peterson for the donation of 2 wind sculptures to be placed in front of the Brunk Pavilion in Flat Iron Park (*recommended by the Board of Park Commissioners on Oct. 5, 2016*)
7. Discussion/Recommendation/Presentation on Geneva Theater Redevelopment Grant Project and amendment to Development Agreement with Shad Branen
8. Discussion/Recommendation on the 2017 Budget and setting the Public Hearing date for the Budget
9. Discussion/Recommendation on the 2017 replacement of a Police Department Vehicle from Capital/Equipment Replacement Funds in the amount of \$29,765
10. Discussion/Recommendation on Cost Allocation Plan to/from the Water/Sewer Funds for Administrative and Public Works Services
11. Discussion/Recommendation to award the 227 South Lake Shore Drive Parking Lot Paving Project bid to The Wanasek Corporation of Burlington, WI in the amount of \$119,444 (*recommended by the Public Works Committee on Oct. 13, 2016*)
12. Discussion/Recommendation on approval of a 48 month Lease Agreement with Martin Group in the amount of \$158.30 per month for a copy machine located at the Fire Department
13. Discussion/Recommendation on Michael's Signs Escrow Draw Request No. 4 for \$16,739.70
14. Discussion/Recommendation on draft language for Sidewalk Right of Way Permit for Creameries

15. Discussion/Recommendation on Resolution 16-R50, amending the Schedule of Fees for Dog License Fees
16. Discussion/Recommendation on approval of the Luke II Agreement not to exceed \$62,900 funded from Parking Fund-Support Contracts and Lakefront Fund-Luke Operating Expenses contingent on Attorney review *(recommended by the Public Works Committee on Oct. 13, 2016)*
17. **Presentation of Accounts**
 - a. Purchase Orders (none)
 - b. Prepaid Bills in the amount of \$5,297.59
 - c. Regular Bills in the amount of \$307,659.44

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.

10/21/2016 5:32pm

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

**SPECIAL FINANCE, LICENSE & REGULATION COMMITTEE –
BUDGET WORKSHOP
FRIDAY, OCTOBER 7, 2016 – 3:00 PM
COUNCIL CHAMBERS, CITY HALL**

Alderman Kordus called the meeting to order at 3:00 p.m.

Roll Call. Present: Aldermen Kordus, Gelting, Horne. Absent: Alderman Chappell and Howell. Also Present: Mayor Kupsik, Alderman Skates, and Hedlund, City Administrator Oborn and Comptroller Pollitt.

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.

Review/Discussion/Recommendation of budget proposal for Budget Year 2017 for Fire, Police, Emergency Management, Building & Zoning, Administrator, Finance/Attorney, and Public Works/Streets/Park
Presentations on Fire, Police, Attorney, Public Works/Streets/Parks, City Hall, Council and Mayor.

Adjournment

Gelting/Horne motion to adjourn at 4:23 p.m. Motion carried 3 to 0.

/s/ Sabrina Waswo, City Clerk

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

**FINANCE, LICENSE & REGULATION COMMITTEE
MONDAY, OCTOBER 10, 2016 – 6:00 PM
COUNCIL CHAMBERS, CITY HALL**

Alderman Kordus called the meeting to order at 6:00pm.

Roll Call. Present: Aldermen Howell, Horne, Gelting, Chappell, Kordus. Also Present: City Administrator Oborn, Comptroller Pollitt, Director of Public Works Earle, and City Clerk Waswo.

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. Horne/Gelting motion to approve the Finance, License and Regulation Committee Meeting minutes of September 26, 2016, and Special Finance, License and Regulation Committee minutes of October 6, 2016, as prepared and distributed. Unanimously carried.

LICENSES & PERMITS

Gelting/Horne motion to recommend approval of original 2016-2017 Operator’s (Bartender) License application filed by Chuck Pietsch. Unanimously carried.

Discussion/Recommendation on Employee Health Benefits and Wellness Program with employee cost share options. Horne/Gelting motion to send to council without recommendation. Unanimously carried.

Gelting/Horne motion to recommend approval of the Business Improvement District (BID) 2017 Operating Plan, Budget and Map. Unanimously carried.

Discussion/Recommendation on approval of the LaSalle Street and LaSalle Court asphalt paving of the surface layer (*recommended by Public Work Committee on September 8, 2016*).

Mr. Kordus noted this was discussed at Public Works, the work was approved but the vendor was not. Mr. Kordus authorized Public Works to move this forward without going through Public Works as it is time sensitive. Director of Public Works Earle stated the contracts are the same, price is the only difference. The asphalt is the same as well as the way it is put down. These are the two main contractors we use. Mr. Earle recommends Stark Pavement Corp. based off the cost.

Gelting/Horne motion to recommend the low bid from Stark Pavement Corp in an amount not to exceed \$29,383. Alderman Kordus thought the funding was coming out of capital. Mr. Oborn stated we have had overages on the TIF, but there is a good chance we can take this out of capital. Comptroller Pollitt noted it could come out of contingency as well. Alderman Horne requested to see at least 4 bids. He can’t tell if there is an outlier on this when there are only 2 bids. DPW Earle explained the history of LaSalle Street, stating no houses were ever built there. Now there is a house being built there so the city now has to maintain the road during the winter. They solicited the big two and a couple of the smaller companies. The smaller companies did not respond as they are booked up into winter. Stark and Payne & Dolan are the only companies that make the asphalt. He stated we are only doing the section with the curb and gutter. There is approximately 700 more feet of the roadway but there is no curb and gutter, so it doesn’t present a problem to us. Typically this would have been in the developer’s contract but this subdivision has gone through several bankruptcies or sales. Unanimously carried.

Discussion/Recommendation on Notice Under the American’s with Disabilities Act, Grievance Procedure, and appointment of an ADA Coordinator

Mr. Oborn stated we are required to have an ADA procedure as we have more than 50 employees. The City Attorney researched it and drafted a proposed grievance procedure.

Horne/Gelting motion to recommend Blaine Oborn as the ADA Coordinator. Unanimously carried.

Horne/Gelting motion to recommend approval of Kapur & Associates Inc. TIF4 Escrow Draw Request No. 4 for \$1,723.00. Mr. Oborn stated we are still waiting on the paving, but this is way under budget. They would have to give us an advance notice if they go over, which would come back as a change order. He anticipates staying within budget. Unanimously carried.

Discussion/Recommendation/Update on 2017 Budget

Comptroller Pollitt stated they completed all the departmental and outside group budgets. A presentation will be available tomorrow at 6pm.

Presentation of Accounts – Alderman Kordus

Purchase Orders. None.

Horne/Gelting motion to recommend approval of Prepaid Bills in the amount of \$3,198.87. Unanimously carried.

Gelting/Horne motion to recommend approval of Regular Bills in the amount of \$160,879.90. Unanimously carried.

Gelting/Horne motion to adjourn at 6:18pm. Unanimously carried.

/s/ Sabrina Waswo, City Clerk

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

**SPECIAL FINANCE, LICENSE & REGULATION COMMITTEE –
BUDGET WORKSHOP/REVIEW
TUESDAY, OCTOBER 11, 2016 – 6:00 PM
COUNCIL CHAMBERS, CITY HALL**

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

Roll Call. Present: Aldermen Kordus, Gelting, Horne, Chappell, Howell. Also Present: Mayor Kupsik, Alderman Skates, Hedlund, and Flower, City Administrator Oborn and Comptroller Pollitt.

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.

Discussion/Action/Recommendation of the 2017 Budget

Ken Etten with the Historic Preservation Committee presented their budget as requested by FLR.

The Committee reviewed the overall budget and gave consensus on direction to staff for items to bring back at the October 18th Special Council meeting.

Adjournment

Howell/Horne motion to adjourn at 8:29 p.m. Unanimously carried.

/s/ Sabrina Waswo, City Clerk

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



REGULAR CITY COUNCIL MEETING
MONDAY, OCTOBER 24, 2016 – 7:00 PM
COUNCIL CHAMBERS, CITY HALL

AMENDED AGENDA

1. Mayor Kupsik calls the meeting to order
2. Pledge of Allegiance – Alderman Gelting
3. Roll Call
4. Awards, Presentations, and Proclamations
 - a. Swearing in of Fire Chief John Peters
 - b. Proclamation declaring October as Breast Cancer Awareness Month
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 October 10, 2016 and Special City Council Meeting minutes of October 18, 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 application filed by Briana Krowlek, Kiersten Riese-Squire, Patrick Staggs, Stephanie Najera-Diaz, and Tania Parat
10. Item(s) removed from the Consent Agenda
11. **Finance, License and Regulation Committee Recommendations – Alderman Kordus**
 - a. Discussion/Action on Park System – Memorial and Donation application filed by Anne Brunk Peterson for the donation of 2 wind sculptures to be placed in front of the Brunk Pavilion in Flat Iron Park *(recommended by the Board of Park Commissioners on Oct. 5, 2016)*
 - b. Discussion/Action/Presentation on Geneva Theater Redevelopment Grant Project and amendment to Development Agreement with Shad Branen
 - c. Discussion/Action on the 2017 Budget and setting the Public Hearing date for the Budget
 - d. Discussion/Action on the 2017 replacement of a Police Department Vehicle from Capital/Equipment Replacement Funds in the amount of \$29,765
 - e. Discussion/Action on Cost Allocation Plan to/from the Water/Sewer Funds for Administrative and Public Works Services

*Added Item 14

- f. Discussion/Action to award the 227 South Lake Shore Drive Parking Lot Paving Project bid to The Wanasek Corporation of Burlington, WI in the amount of \$119,444 *(recommended by the Public Works Committee on Oct. 13, 2016)*
- g. Discussion/Action on approval of a 48 month Lease Agreement with Martin Group in the amount of \$158.30 per month for a copy machine located at the Fire Department
- h. Discussion/Action on Michael's Signs Escrow Draw Request No. 4 for \$16,739.70
- i. Discussion/Action on draft language for Sidewalk Right of Way Permit for Creameries
- j. Discussion/Action on **Resolution 16-R50**, amending the Schedule of Fees for Dog License Fees
- k. Discussion/Action on approval of the Luke II Agreement not to exceed \$62,900 funded from Parking Fund-Support Contracts and Lakefront Fund-Luke Operating Expenses contingent on Attorney review *(recommended by the Public Works Committee on Oct. 13, 2016)*

12. Plan Commission Recommendations – Alderman Skates

- a. Discussion/Action on **Resolution 16-R48**, a Conditional Use Application filed by Robert & Christine Jankowski, 1004 Tolman St, Lake Geneva to construct a fence in the street yard setback in excess of three feet (six) at 1004 Tolman St, Lake Geneva, Tax Key No. ZWB 00020 including all staff recommendations and Findings of Fact *(recommended by Plan Commission on Oct. 17, 2016)*
- b. Discussion/Action on **Resolution 16-R49**, a Conditional Use Application filed by FYF, LLC, 43 South Water St East, Fort Atkinson, WI 53538 to operate a Commercial Indoor Lodging facility at an existing Commercial Building in the Central Business (CB) zoning district located at 640 W Main St, Lake Geneva, Tax Parcel ZOP 00306 including the Findings of Fact, staff recommendations, parking for two vehicles onsite and six vehicles offsite at their other facility, fence in street yard setback, Downtown Design review setting building envelope, landscaping plan, deck additions, and signage, with the applicant to return to the Plan Commission with samples of the more durable siding and lower fence materials and the Conditional Use limited to this Applicant/Operator only *(recommended by Plan Commission on Oct. 17, 2016)*
- c. Discussion/Action on Zoning Text Amendment, Section 98-206 Commercial Land Uses, pertaining to Tattooing, filed by the City of Lake Geneva, 626 Geneva St, Lake Geneva *(recommended by Plan Commission on Oct. 17, 2016)*

13. Discussion/Action on rescheduling a Joint Workshop with the City Council and Utility Commission regarding coordination and interaction between City operations and Utility operations as they currently exist

14. Discussion/Action on approval of website design

15. Presentation of Accounts

- a. Purchase Orders (none)
- b. Prepaid Bills in the amount of \$5,297.59
- c. Regular Bills in the amount of \$307,659.44

16. Mayoral Appointments. None.

17. 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.

CITY OF LAKE GENEVA

Proclamation

DESIGNATING OCTOBER 2016 BREAST CANCER AWARENESS MONTH

WHEREAS, the citizens of the City of Lake Geneva value the benefits of good health as a key component of a long, productive and fulfilling life and proudly support observances that focus public attention on crucial health issues, such as breast cancer awareness; and

WHEREAS, breast cancer is the most prevalent cancer and second most common cause of cancer-related death among women. It is expected that as many as 15,000 new cases will be diagnosed this year; and

WHEREAS, while there are factors known to increase a woman's risk of developing breast cancer, nearly 80 percent of women diagnosed do not exhibit any of the determinant factors. Additionally, it is important to realize that breast cancer does not only affect women. According to the American Cancer Society, about one in 1,000 men will be diagnosed with breast cancer in his lifetime; and

WHEREAS, prevention and early detection are the keys to survival. While there are factors known to increase a woman's risk of developing breast cancer, nearly 80 percent of women diagnosed do not exhibit any of the determinant factors. Early detection of signs and symptoms of breast cancer can increase the survival rate by nearly 95 percent; and

WHEREAS, during this month-long observance, all City of Lake Geneva residents are encouraged to join in related activities and initiatives that help raise support and awareness of this serious health concern which has claimed too many lives over the years; moreover, people everywhere are called upon to raise their awareness of breast cancer and contribute to the global fight against this devastating disease;

NOW, THEREFORE, BE IT RESOLVED that I, Mayor Alan Kupsik, do hereby proclaim the month of October 2016 as National Breast Cancer Awareness Month in the City of Lake Geneva.

Proclaimed and adopted this 24th day of October, 2016.

Alan Kupsik, Mayor

Sabrina Waswo, City Clerk

**REGULAR CITY COUNCIL MEETING
MONDAY, OCTOBER 10, 2016 – 7:00 PM
COUNCIL CHAMBERS, CITY HALL**

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

The Pledge of Allegiance was led by Alderman Kordus

Roll Call. Present: Mayor Kupsik, Aldermen Chappell, Skates, Kordus, Gelting, Horne, Hedlund, Howell.
Absent: Alderman Flower. Also Present: City Attorney Draper, City Administrator Oborn, Director of Public Works Earle, Comptroller Pollitt and City Clerk Waswo.

Awards, Presentations, and Proclamations.

Mayor Kupsik announced there is a Special Finance meeting on Oct. 11 at 6:00 in the Council Chambers. There is also a Special Council meeting on October 18 at 6:00 in the Council Chambers which will include the budget workshop and review. He reminded that on October 20 there is a combination workshop with the City Council and Utility Commission at 5:00.

Mayor Kupsik read into the record a Proclamation declaring October 9 through October 15 Fire Prevention week.

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.

Joanne Busch, 6343 First Ave, thanked the council for allowing the employees to have the listening session and hearing out all the employees.

Acknowledgement of Correspondence. None.

Approval of Minutes. Kordus/Gelting motion to approve the Regular City Council Meeting minutes of September 26, 2016, as prepared and distributed. Motion carried 7 to 0.

Consent Agenda

Original 2016-2017 Operator's (Bartender) License application filed by Chuck Pietsch
Gelting/Horne motion to approve. Motion carried 7 to 0.

Items removed from the Consent Agenda. None.

Finance, License and Regulation Committee Recommendations – Alderman Kordus

Gelting/Hedlund motion to amend the agenda and move item b. before item a. Motion carried 7 to 0.

Kordus/Horne motion to approve the Business Improvement District (BID) 2017 Operating Plan, Budget and Map
Alderman Chappell asked for clarification of the council members' role in the BID budget. Mr. Oborn explained state statute requires we adopt an operating plan every year in November. Alderman can make recommendations to the budget. The BID is a self imposed tax the businesses impose on themselves. The city saves money as the BID pays for items that the city would normally pay.

Roll Call: Chappell, Kordus, Skates, Gelting, Horne, Hedlund, Howell voting "yes." Motion carried 7 to 0.

Discussion/Action on Employee Health Benefits and Wellness Program with employee cost share options

Kordus/Chappell motion to continue or forgo employee payments of health premium using a marker of \$1.5 million dollars in claims paid, not including fixed costs as a cap. If that cap is exceeded those monies that are exceeded by would be used as a baseline for the employee contribution in the 2018 budget.

City Attorney questioned how the council can bind future city councils to that motion.

Comptroller Pollitt stated what Alderman Kordus is proposing is just flat claims per calendar year. Ms. Pollitt spoke with the broker and he shied away from doing it on a per claim basis on a dollar for dollar. This could incentivize employees to not go to the doctor when they are sick or be mad at other employees for using the health plan. The broker thought the rolling average or the cost per employee would be fair than just saying dollar claims. The first number on the graph was \$107,000, which is a rolling average. Two of the months included were zero as that was before they took over as our broker. The true numbers are up in the \$161,000 range. Ms. Pollitt clarified the broker recommended the fairest way to do this would be to do a 6 month rolling average or the average claim per employee per month. Our health year is from July to July.

Alderman Gelting felt we are going too far by binding future councils. The expectation is that we want the costs to stay the same. If the costs go up from where they are, we expect the sharing to begin. Ms. Pollitt stated the broker suggested instituting a premium share and if the costs go down, a rebate goes back to the employees of a certain percentage.

Mr. Kordus suggested implementing a cost share this year and still use the rolling average number. If we beat that rolling average number, then whatever that number is would be rebated back to the employees. Ms. Pollitt stated they did get a bid in on a self funded plan and the premiums were higher than what our cobra rates are. Mayor Kupsik said when this all started we had to see somewhere near a 20% reduction in order to consider leaving the program the way it is. The employees went from 0 to 18%. Mr. Oborn replied the 20% was a projection. Mayor Kupsik said the original target was 25%, which Mr. Oborn explained was to avoid the Cadillac tax.

Mayor Kupsik said there was 7% left to go. Alderman Horne stated that 7% is a false number, it's more than that. Total health care spending growth is expected to average 5.8% annually over 2015 to 2025. He explained that prescription drug prices are increasing as well. Mr. Horne feels this is being kicked down the road. There is anything that puts skin in the game for the employees. He wants to set a realistic expectation so employees aren't looking at a double digit premium.

Alderman Kordus withdrew his motion. Alderman Chappell agreed as well.

Kordus/Chappell motion to leave the employee health care contribution sharing at 0% for now and use the 6 month rolling total claims average from July of 2016 and set the target at \$110,000 per month. Anything above that expenditure would be multiplied by 12 and used as the baseline for employee contributions.

Ms. Chappell said it is not binding but it's a recommendation. Mayor Kupsik said if there are no savings by next year, the council will have the ability to set a percentage for the employee contribution. Mr. Oborn replied they are shopping for different plans; but will benefit it they can get it cheaper being self insured.

Gelting/Hedlund motion an amendment to the increase the non-wellness 1 to \$200 monthly and non-wellness 2 to \$400 monthly.

Alderman Hedlund explained his motivation is to drive insurance costs down. If we need to get our claims experience down, employees need to get healthier. If they decide they don't want to do the alternative procedure and are going to be a drag on the rest of the city, they should have to pay. Ms. Pollitt stated you can do that, but the wellness disincentive is added to any premium share. The Affordable Care Act states you cannot charge more than 9.66% of your lowest paid employee for a single. That computes the premium share for a single at \$254; but there is no cap for family. The broker felt a better disincentive would be within the \$150 to \$175 range. When it gets too high, it backfires. The ACA stated employer provided healthcare has to be affordable. We are bound to the 9.66% of the wage of the lowest paid person on the plan. Mr. Kordus clarified if there is a premium share for 2018, we can address the wellness program at that time. It will be effective starting January 1.

Roll Call on Amendment: Chappell, Kordus, Skates, Gelting, Horne, Hedlund, Howell voting "yes." Motion carried 7 to 0.

Mr. Kordus stated there are at least 5 of us that will be here next year. Mr. Gelting hoped some of the things that are being done will help on plan expenses. He doesn't know if costs will go down, but there is a commitment from employees to follow through as they don't want to see higher premiums. Mr. Horne stated if it comes back, it's their costs and their share, no complaints.

Roll Call on Main Motion as Amended: Chappell, Kordus, Skates, Gelting, Hedlund, Howell voting "yes." Motion carried 6 to 1 with Alderman Horne voting "no."

Discussion/Action on approval of the LaSalle Street and LaSalle Court asphalt paving of the surface layer

(recommended by Public Work Committee on September 8, 2016)

Kordus/Gelting motion to approve the Stark bid not to exceed \$29,383 for the LaSalle Street and LaSalle Court asphalt paving of the surface layer. This would be funded out of capital. Director of Public Works Earle explained the subdivision was built around 10 years ago. The City did take it over, but the developer went under so the City took the street over but not the land. There was no development on the subdivision, so it sat empty. The Street Department would make passes through it to keep it open for fire purposes during the winter. There is now a house being built on one of the lots on LaSalle Court and occupancy should be sometime this year. Now it will have to be kept open as the rest of the city curb to curb with snow removal. The curb and gutter is sticking up as well as the man holes and water boxes. Quite a bit of damage would be done to the infrastructure of the road, the curb and gutter and equipment if the top coat was not put on. We really need to get another layer of asphalt on there so we don't lose the entire road due to the increased traffic.

Roll Call: Chappell, Kordus, Skates, Gelting, Horne, Hedlund, Howell voting "yes." Motion carried 7 to 0.

Discussion/Action on Notice Under the American's with Disabilities Act, Grievance Procedure, and appointment of an ADA Coordinator

Kordus/Gelting motion to approve the Notice Under the American's with Disabilities Act, Grievance Procedure, and appoint the City Administrator as the ADA Coordinator.

City Attorney Draper stated this is a requirement when you have 50 or more employees. We should be posting that on the website and publishing it from time to time as it should be available to the public. He explained the ADA Coordinator, the City Administrator, would take complaints about services not being available to the public or a complaint from an employee that we are not complying with the Act. In which case, he will refer it to someone who handles the City's human resources or will refer it to someone who can address the issue with the complainant. If they are not happy with the response, they can then take it up to the City Administrator for final determination.

Roll Call: Chappell, Kordus, Skates, Gelting, Horne, Hedlund, Howell voting "yes." Motion carried 7 to 0.

Kordus/Gelting motion to approve the Kapur & Associates Inc. TIF4 Escrow Draw Request No. 4 for \$1,723.00

Roll Call: Chappell, Kordus, Skates, Gelting, Horne, Hedlund, Howell voting "yes." Motion carried 7 to 0.

Presentation of Accounts – Alderman Kordus

Purchase Orders. None.

Kordus/Gelting motion to approve Prepaid Bills in the amount of \$3,198.87

Roll Call: Chappell, Kordus, Skates, Gelting, Horne, Hedlund, Howell voting "yes." Motion carried 7 to 0.

Kordus/Gelting motion to approve Regular Bills in the amount of \$160,879.90

Roll Call: Chappell, Kordus, Skates, Gelting, Horne, Hedlund, Howell voting "yes." Motion carried 7 to 0.

Mayoral Appointments.

Kordus/Chappell motion to approve Appointment of Ann Esarco to Utility Commission expiring October 1, 2021. Motion carried 7 to 0.

Kordus/Skates motion to approve Appointment of Mark Johnson to the Utility Commission expiring October 1, 2019. Motion carried 7 to 0.

Horne/Skates motion to approve Appointment of Nikki Scott to the Avian Committee expiring May 1, 2017. Motion carried 7 to 0.

Kordus/Chappell motion to approve Appointments to the Business Improvement District Board of Directors: Michael Kocourek, Roger Wolff, and Andrew Fritz for a term expiring January 1, 2019. Motion carried 7 to 0.

Closed Session

Kordus/Gelting motion to go into closed session pursuant to Wis. Stat. 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility for Comptroller, Fire Chief, and Assistant Emergency Management Director; and pursuant to Wis. Stat. 19.85(1)(e) for purposes of conducting other specified public business, whenever competitive bargaining reasons require a closed session regarding Police Officer's Union Negotiations

Roll Call: Chappell, Kordus, Skates, Gelting, Horne, Hedlund, Howell voting "yes." Motion carried 7 to 0.

Entered into closed session at 8:07pm

Kordus/Skates 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, Kordus, Skates, Gelting, Horne, Hedlund, Howell voting "yes." Motion carried 7 to 0.

Council returned to open session at 9:13pm.

- a. Kordus/Chappell motion to give the current Comptroller an offer as discussed in closed session. Motion carried 7 to 0.
- b. Kordus/Chappell motion to put in place the compensation offer as discussed in closed session regarding the Fire Chief position. Motion carried 7 to 0.
- c. Kordus/Chappell motion to direct the City Administrator to continue negotiating the Police Union contract as discussed in closed session. Motion carried 7 to 0.

Adjournment. Kordus/Skates motion to adjourn at 9:16 pm. Motion carried 7 to 0.

/s/ Sabrina Waswo, City Clerk

THESE ARE NOT OFFICIAL MINUTES UNTIL APPROVED BY THE COMMON COUNCIL

**SPECIAL CITY COUNCIL MEETING – BUDGET WORKSHOP/REVIEW
TUESDAY, OCTOBER 18, 2016 – 6:00 PM
COUNCIL CHAMBERS, CITY HALL**

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

The Pledge of Allegiance was led by Alderman Flower

Roll Call. Present: Mayor Kupsik, Aldermen Chappell, Skates, Kordus, Flower, Gelting, Horne, Hedlund, Howell.
Also Present: City Administrator Oborn, Comptroller Pollitt and City Clerk Waswo.

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.

Mary Jo Fesenmaier, 955 George Street, thanked the council for having a special council budget meeting. She further thanked them for sending letters to the legislature, closing TIF4, trying to bring the Utility Commission back into the City, and for being aware of the investment put into common and public spaces as we can never have enough green space.

Discussion/Action on 2017 Annual Budget

The Lakefront budget was reviewed. The Riviera Ballroom revenue is down. It was decided not to advertise this year, so it's hard to tell if the decreased revenue is due to the fee increase or the lack of advertising.

The Parking budget was discussed with revenue trending up. Comptroller Pollitt noted they were behind in sending tickets, which is why the collection agency budget was higher in 2016. They are now caught up and not looking to send so much to the agency.

City Administrator Oborn explained we are at a budget deficit of \$203,000. He presented 3 options to balance the budget including a cost allocation plan for charging Administrative Services to the Water/Sewer funds. Option 1 keeps the mill rate flat, which increases the levy by \$230,000. Option 2 drops the mill rate by 50% of the increase. But it also decreases the contingency account from \$75,000 to \$50,000. Option 3 reduces the mill rate by 25% of the increase. It fully funds the contingency and puts \$54,000 more into the equipment replacement fund.

Parking Manager Mullally presented options on raising parking rates in certain zoned areas. Zones could be broken up by BID District and Lakefront. The Council discussed the average hours of parking, busiest locations, payment rates, and other options for those who have parking stickers. The consensus was to discuss this item further at another time.

Ms. Pollitt stated with Option 1 the mill rate would stay the same at \$6.04 per thousand. Option 2 decreases the mill rate to \$5.91 and Option 3 would decrease the mill rate to \$5.96. There was discussion on the ramifications of dropping the mill rate and when a referendum would be needed to increase the mill rate in the future. The consensus was to direct staff to move forward with option 3 and to prepare the budget for publishing.

Horne/Flower motion to go with option 3.

Roll Call: Kordus, Skates, Flower, Gelting, Horne voting "yes." Motion carried 5 to 3 with Chappell, Hedlund and Howell voting "no."

Adjournment. Kordus/Skates motion to adjourn at 7:26 pm. Unanimously carried.

/s/ Sabrina Waswo, City Clerk

THESE ARE NOT OFFICIAL MINUTES UNTIL APPROVED BY THE COMMON COUNCIL

City of Lake Geneva

Licenses Issued Between 10/24/2016 and 10/24/2016

Date: 10/21/2016

Time: 10:09 AM

Page: 1

Operator's Regular

<u>Issued</u>	<u>License No</u>	<u>Customer</u>	<u>Address</u>	<u>Total</u>	
10/24/2016	2016 -284	Briana L. Krowlek Employer: Thumbs Up / Two Thumbs Up LLC	8737 Fishman Rd 260 Broad St	Burlington, WI 53147 Lake Geneva, WI 53147	50.00
10/24/2016	2016 -285	Kiersten Joy Riese-Squire Employer: Target Store T-2348	284 Windsor Terrace Apt. 660 N. Edwards Blvd.	Antioch, IL 60002 Lake Geneva, WI 53147	50.00
10/24/2016	2016 -286	Patrick Staggs Employer: Walgreens #5600	19524 83rd St #3 351 N Edwards Blvd	Bristol, WI 53104 Lake Geneva, WI 53147	50.00
10/24/2016	2016 -287	Stephanie Najera-Diaz Employer: GT66 / Gaur Enterprises Inc	W3540 State Road 50 #40 605 Williams St	Lake Geneva, WI 53147 Lake Geneva, WI 53147	50.00
10/24/2016	2016 -288	Tania Parat Employer: PH Hospitality Group LLC d/b/a	W3746 Union Rd 801 Williams St	Lake Geneva, WI 53147 Lake Geneva, WI 53147	50.00

Operator's Regular

Count: 5

park. He stated the Tread Heads are willing to come in and assist. Mr. Lambert stated this wouldn't be the first time the Tread Heads have done this. They developed, built and maintain all the mountain bike and hiking trails at the Lake Geneva Canopy Tours. They have built trails at the Grand Geneva as well. John Swanson suggested getting this on the radio. Alderman Skates suggested having a share program in the City. Ms. Esarco noted this would be for safety as well.

Old Business

Wind Sculptures at Brunk Pavilion – Anne Brunk Peterson

Ms. Hartigan explained she spoke with Anne Brunk who stated she would not be able to attend the meeting. The Park Board already recommended to accept the donation, but before going to Council they requested Ms. Brunk provide the exact locations as determined with staff and the style and size of the wind sculptures. Ms. Brunk sent over 4 mock ups. Ms. Hartigan went over the maintenance that would be required and the warranty of the sculptures. Mr. Skates questioned if these would be a distraction during a performance or concert and can they be removed if need be. Street Superintendent Waswo stated there are two options, a permanent and detachable structure. It was noted that the sculptures do not make noise. Mayor Kupsik suggested putting a sleeve in the ground in case the pole has to come out. He also suggested a larger base as well as digging the hole deeper than her suggestion. Ms. Hartigan called Anne Brunk who answered a number of questions regarding the sculptures. The consensus was to select mock up number 1 at the sub-huge sizing.

Skates/Hassler motion to approve number 1 and direct staff to discuss installation, future removal options, concerns on height with regard to touching, and for an option to put it deeper in the ground. Unanimously carried.

Manning Way Park

Mr. Skates said he could reach out to the residents to discuss the potential park. He asked Street Superintendent Waswo to put together a list of playground equipment including baby swings, adaptive swing for older children, and a teeter totter along with costs. Mr. Skates also wanted to discuss what to do with the woods behind the area. Mayor Kupsik felt there should be at least one piece of equipment that is handicap rated at the parks. It was discussed to put a piece of adaptive equipment in Rushwood and Seminary parks.

Pickle Ball Court Location

Mr. Waswo stated he hasn't heard anything. Mr. Swanson said he spoke with the YMCA and Mike Coolidge stated they aren't interested in doing anything more this year. They feel there will be too many lines on the basketball court. Mr. Skates said he wasn't sure if it was on our comprehensive plan but it should be on the radar. It was suggested to perhaps repurpose the bocce ball area; however there is no parking and the court is under the Utility Commission.

Future meeting agenda items

Items requested for the next agenda included Center Street bike trails, the Manning Way park discussion with residents, handicap parking at the dog park, and pricing for playground equipment.

Adjournment

Skates/Hassler motion to adjourn. Motion carried unanimously at 7:17pm.

/s/ Stephanie Gunderson, Assistant City Clerk

THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE BOARD of PARK COMMISSIONERS



Subj: **Fwd: Mockups for Lake Geneva**
 Date: 10/4/2016 9:49:49 P.M. Central Daylight Time
 From: annepetersontv@gmail.com
 To: Barba44216@aol.com

Hello Barb,

Here are the mockups for the proposed wind sculptures that I will be donating as a dedication to my parents at the Brunk Pavilion. I am working with Paul Dorrell from the Leopold Gallery in Kansas City who is one of the major national distributors for the Lyman Whitaker wind sculptures.

General Information

- Installation. This merely involves digging a hole 2' deep, 10" diameter, filling it with concrete, and setting up the sculptures. Each piece comes with illustrated instructions.
- Maintenance: This is very simple, and only involves applying grease to each sculpture shaft annually. Otherwise, the sculptures spin on sealed bearings.
- Bearing Replacement: The bearings are easy to access at the top of each sculpture, and need to be replaced roughly every 15 years.
- Warranty: Each sculpture comes with a complete three-year warrantee. Beyond that, the works last for generations with little if any repair ever needed.
- These are all Sub-Huge sizes, with each measuring roughly 14'H x 4'2"W.

Mockup Options

- ~~•~~ Mockup 1: Double Dancer and Double Helix Horizontal.
- Mockup 2: Star Dancer and Twister Oval.
- Mockup 3: Twister Oval and Double Helix Horizontal.
- Mockup 4: Double Dancer and Twister Oval.
- Delivery: Paul will deliver any two pieces that are at Leopold.

Please let me know if you need any other information.

Thank you,

Anne

Lyman Whitaker Wind Sculpture Pricing

LEOPOLDgallery

324 WEST 63RD STREET, KANSAS CITY, MO 64113

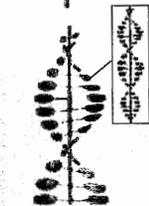
816 333 3111

LEOPOLDgallery.com



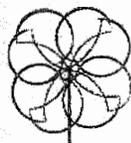
Agave

Large	\$ 1500	6' 4"h x 2' 1"w
X-Large	\$ 2000	7' 5"h x 3' 4"w



Bean Pole

One Size	\$ 1400	9' 8"h x 1' 4"w
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Counterpoint

One Size	\$ 1700	7' 3"h x 2' 11"w
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Desert Flame

One Size	\$ 950	6' 4"h x 1' 5"w
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Desert Lily

Large	\$ 950	6' 6"h x 1' 10"w
X-Large	\$ 1500	9' 4"h x 2' 8"w



Desert Palm

One Size	\$ 1400	7' 6"h x 2' 7"w
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Double Dancer

Small	\$ 900	5' 0"h x 1' 7"w
Large	\$ 1700	7' 8"h x 2' 1"w
X-Large	\$ 2400	10' 6"h x 3' 2"w
Sub-Huge	\$ 3000	14' 1"h x 4' 1"w
Huge	\$ 4200	16' 1"h x 5' 1"w



Double Helix Horizontal

Small	\$ 600	5' 0"h x 1' 8"w
Medium	\$ 850	6' 7"h x 2' 2"w
Large	\$ 1100	7' 8"h x 2' 2"w
X-Large	\$ 1700	10' 0"h x 3' 1"w
Sub-Huge	\$ 2400	13' 5"h x 4' 1"w
Huge	\$ 3600	16' 10"h x 5' 2"w
X-Huge	\$ 7200	21' 4"h x 6' 7"w



Double Helix Sail

Medium	\$ 850	6' 7"h x 2' 2"w
Large	\$ 1100	7' 8"h x 2' 5"w
X-Large	\$ 1700	10' 0"h x 3' 4"w
Sub-Huge	\$ 2400	13' 5"h x 4' 2"w
Huge	\$ 3600	16' 10"h x 5' 10"w



Double Helix Vertical

Small	\$ 575	5' 0"h x 1' 6"w
Medium	\$ 850	6' 7"h x 1' 11"w
Large	\$ 1100	7' 8"h x 2' 3"w
X-Large	\$ 1700	10' 0"h x 2' 11"w
Sub-Huge	\$ 2400	13' 5"h x 3' 10"w
Huge	\$ 3600	16' 10"h x 5' 1"w
X-Huge	\$ 7200	21' 4"h x 5' 10"w



Double Spinner

Large	\$ 1700	7' 2"h x 2' 7"w
X-Large	\$ 2300	9' 3"h x 3' 9"w
Sub-Huge	\$ 3400	11' 7"h x 4' 8"w
Huge	\$ 6000	16' 1"h x 6' 0"w
X-Huge	\$ 11000	19' 2"h x 7' 4"w
Gyro-Max	\$ 20000	24' 11"h x 9' 6"w



Eclipse

Large	\$ 700	6' 2"h x 1' 8"w
X-Large	\$ 1100	9' 0"h x 2' 6"



Elements

Air	\$ 300	6' 10"h x 2' 6"w
Earth	\$ 425	6' 0"h x 2' 5"w
Fire	\$ 475	5' 2"h x 2' 2"w
Water	\$ 400	5' 2"h x 2' 6"w

Purchase all Elements and receive a \$200 Discount.



Fleur-de-Lis

One Size	\$ 1400	5' 9"h x 2' 7"w
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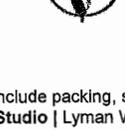
Guardian Angel

One Size	\$ 800	5' 5"h x 2' 2"w
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Lotus

Large	\$ 1100	3' 5"h x 2' 2"w
X-Large	\$ 1700	5' 5"h x 3' 2"w



Meridian

Large	\$ 800	6' 9"h x 1' 7"w
X-Large	\$ 1200	9' 0"h x 2' 8"w

Lyman Whitaker Wind Sculpture Pricing



Mirinda

Mirinda II	\$ 600	6' 4" h x 3' 1" w
Mirinda III	\$ 700	6' 8" h x 3' 1" w

Nautilus

One Size	\$ 800	5' 6" h x 1' 10" w
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Nebula

One Size	\$ 950	6' 9" h x 2' 2" w
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Ponderosa

Large	\$ 1200	6' 7" h x 2' 9" w
X-Large	\$ 2400	7' 5" h x 3' 11" w

Sail

Small	\$ 575	5' 0" h x 2' 3" w
Medium	\$ 850	6' 7" h x 2' 9" w
Large	\$ 1100	7' 8" h x 3' 4" w

Schooner

One Size	\$ 900	6' 7" h x 2' 0" w
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Shamrock

One Size	\$ 1700	7' 6" h x 2' 6" w
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Single Helix Oval

Small	\$ 700	5' 0" h x 1' 4" w
Medium	\$ 1100	6' 7" h x 2' 0" w
X-Large	\$ 2200	10' 0" h x 3' 0" w
Sub-Huge	\$ 2800	13' 5" h x 4' 0" w

Single Helix Star

Small	\$ 700	5' 0" h x 1' 4" w
Medium	\$ 1100	6' 7" h x 2' 0" w
X-Large	\$ 2200	10' 0" h x 3' 0" w
Sub-Huge	\$ 2800	13' 5" h x 4' 0" w

Star Dancer Horizontal

Small	\$ 600	5' 0" h x 1' 10" w
Medium	\$ 850	6' 7" h x 2' 2" w
Large	\$ 1100	7' 8" h x 2' 2" w
X-Large	\$ 1700	10' 0" h x 3' 3" w
Sub-Huge	\$ 2400	13' 5" h x 4' 2" w
Huge	\$ 3600	16' 10" h x 5' 8" w
X-Huge	\$ 7200	21' 4" h x 6' 7" w

Star Dancer Vertical

Small	\$ 575	5' 0" h x 1' 8" w
Medium	\$ 850	6' 7" h x 1' 11" w
Large	\$ 1100	7' 8" h x 2' 3" w
X-Large	\$ 1700	10' 0" h x 2' 11" w
Sub-Huge	\$ 2400	13' 5" h x 3' 10" w
Huge	\$ 3600	16' 10" h x 5' 8" w
X-Huge	\$ 7200	21' 4" h x 5' 10" w

Stream

Large	\$ 600	6' 8" h x 2' 6" w
X-Large	\$ 1200	8' 2" h x 4' 0" w

Tulip

One Size	\$ 800	5' 2" h x 1' 4" w
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Twister Oval

Large	\$ 1400	7' 8" h x 2' 0" w
X-Large	\$ 2200	11' 3" h x 2' 7" w
Sub-Huge	\$ 2800	14' 9" h x 4' 2" w
Huge	\$ 3900	18' 1" h x 5' 5" w
X-Huge	\$ 8300	23' 1" h x 6' 2" w
Gyro-Max	\$17000	28' 1" h x 7' 7" w

Twister Star

Large	\$ 1400	7' 8" h x 2' 0" w
X-Large	\$ 2200	11' 3" h x 2' 7" w
Sub-Huge	\$ 2800	14' 9" h x 4' 2" w
Huge	\$ 3800	18' 1" h x 5' 5" w
X-Huge	\$ 8300	23' 1" h x 6' 2" w

Wave

Large	\$ 900	8' 2" h x 1' 3" w
	\$ 900	8' 6" h x 1' 3" w
X-Large	\$ 1700	11' 10" h x 2' 0" w

Artist recommends grouping 2-4 waves in varying sizes and heights.

Wind Dancer

One Size	\$ 575	5' 0" h x 1' 7" w
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Windflower

One Size	\$ 850	5' 6" h x 2' 6" w
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6.1 MEMORIALS, EXHIBITS AND DONATIONS

Adopted by Common Council	1/25/2010
Amended by Common Council	11/1/2011
Amended by Common Council	4/25/2016

I. PURPOSE

The purpose of this policy is to establish guidelines, standards and procedures for the installation and care of donated park improvements, either as a result of a cash or physical property donation or temporary exhibits. These donations or exhibits may include, but are not limited to the following: park benches, trees, flagpoles, picnic tables, public art, sculptures, statuary and other appropriate parkland amenities and accessories. The City of Lake Geneva desires to encourage donations and exhibits from individuals and groups, both public and private, while at the same time managing aesthetic impacts and mitigating on-going maintenance costs.

II. DEPARTMENT RESPONSIBLE

The City Administrator will oversee park memorials and donations.

III. COMMITTEE OVERSIGHT

The Board of Park Commissioners and Common Council will oversee this policy. Guidelines established by this policy shall apply to all donations and exhibits to the City of Lake Geneva within its park system. Standards established by this policy will apply to purchased equipment, installation techniques, donation acknowledgements and long-term maintenance of all donations. The standards as set forth in this document may be applied to donations to other City of Lake Geneva departments, though other committees and commissions are not required to utilize this policy. This policy is simply a guideline for accepting donations and authorizing exhibits. Each donation or exhibit will be reviewed on its own merits and decided on a case-by-case basis. These policies do not create a precedent for the acceptance of memorials, donations, or exhibits.

IV. STANDARDS FOR DONATIONS AND EXHIBITS

Acquisition or Purchase: The City and the community have an interest in ensuring that park elements purchased or exhibited and installed are of high quality related to style, appearance, durability and ease of maintenance. The City staff will be responsible for the

purchase and installation of all park elements. Park elements, such as park benches, shall be standardized where possible.

Appearance and Aesthetics: The City and the community have an interest in ensuring the best appearance and aesthetic quality of public facilities. Park elements and/or their associated donation or exhibit acknowledgements should reflect the character of the park or facility. The parks system exists for the benefit of the general public and, to that end, donations or exhibits of statues and works of art which depict an individual are discouraged. All park elements will be installed in such a manner that will not substantially alter the character of a facility or its intended use. It is also a consideration of the City to preserve the shoreline and lake views of Geneva Lake. The City specifically designates Home Depot Park for temporary rotating sculptures.

Donation Maintenance: Donated park elements and/or their associated donation acknowledgement become City property. Accordingly, the City has the duty to maintain the donation for the expected life cycle of the donation. Life cycles are indicated on the Fee Schedule maintained by the City. The City, at its sole discretion, may choose to replace or remove the donated element. The City shall not be responsible for donations located or installed contrary to the terms of this policy.

Temporary Exhibits Maintenance:

The artist agrees to deliver the artwork(s) for installation to City of Lake Geneva, Wisconsin, at the agreed upon date, time and specific location as designated by the City. Location of Artwork(s) will be at the absolute discretion of the City. The City shall have no obligation to pay any compensation for the display of artwork on City property

The artist certifies that his/her artwork is original and of his own creation. The artist certifies that works are soundly and professionally constructed of durable and sturdy materials, have no breakable or easily damaged parts or pieces, are suitable for outdoor public display, are constructed in a way that will not cause safety or liability problems, and will require no maintenance during the exhibit period. The City shall have absolute discretion to determine the appropriateness of the Artwork(s) for public display. The artist is responsible for securely attaching 3-D works to a durable steel base or mounting plate in order for the piece to be welded or bolted to a metal pedestal or a concrete slab at the designated location.

The artist shall indemnify and hold the City harmless from any damage or injuries to the City or any third parties resulting from the display of artist's artworks in the City. Said indemnity shall include all damages including reasonable attorney's fees incurred by the City in bringing or defending any such damages or injuries. The artist agrees to maintain liability insurance in an amount not less than \$500,000.00 per incident and total insurance

in the amount of \$1,000,000.00. The artist shall provide a certificate of insurance prior to placement of his Artwork(s) in the City. Said certificate of insurance shall name the City as an additional insured and shall require that the City be notified 10 days prior to cancelation of the insurance.

The City of Lake Geneva is responsible for attaching all artwork to the designated metal pedestal or concrete slab, but will have no duty to protect, insure or maintain the Artwork(s). The City of Lake Geneva reserves the right but is not required to make emergency repairs to works when necessary with or without notice to artists.

The artist agrees to remove his artwork on a time mutually agreed to in writing by City and artist. The City will detach the Artwork(s) from the metal pedestal or concrete slab. The Artist shall be required to remove the Artwork(s) from the premises. If the artist fails to remove the Artwork(s) from the premises on the date designated, the City is authorized to remove the Artworks from the premises and dispose of the Artwork(s) as it deems fit. The artist shall pay the City the actual cost incurred by the City for removal and disposal of the Artwork(s)

Repair: The community has an interest in ensuring that all park elements remain in good repair. In addition, the public has an interest in ensuring that the short and long-term repair costs are reasonable. Repair parts and materials must be readily available. Donated park elements must be of high quality to ensure a long life and be resistant to the elements, wear and tear, and to acts of vandalism. Due to factors beyond the City's control, it cannot guarantee the longevity of the donation.

Cost: The City has an interest in ensuring that the donor covers the full cost for the purchase, installation and routine maintenance (if applicable) during the expected life cycle of the donated park elements. The donation cost shall also include the cost of the donation acknowledgement/memorial plaque. A separate fee schedule is maintained in which the City will detail costs for donations, installation and maintenance.

V. PROCEDURE FOR MAKING A DONATION or Allowing and Exhibit

The City of Lake Geneva Board of Park Commissioners will administer all donations and exhibits located on City park property, with the assistance of the City Public Works Department and generally through recommendations to the Common Council.

Donor Application: The donor must contact the City Administrator or Director of Public Works to determine whether a donation may be accepted based upon criteria contained in this policy. If a donation can be accepted, the donor will complete an application form. Completed applications and payment will be made to the City of Lake Geneva for review and processing by the Board of Park Commissioners.

Exhibit Recommendations: Recommendations for Sculpture Exhibits for Home Depot Park will come from an informal art group as agreed upon by the City Council. Artist must complete and Exhibit Contract before installation.

Approval or Denial: The Board of Park Commissioners, upon determining that the donation or exhibit request meets the criteria provided in this policy, may approve donations up to \$2,500 and exhibits. Donation offers of trees may be referred to the City of Lake Geneva Tree Board for recommendation. If the value of a proposed donation exceeds \$2,500 or has the potential to adversely impact the shoreline or views of Geneva Lake, the Board of Park Commissioners shall review the application and make an appropriate recommendation to the Common Council and/or the Plan Commission for action on the donation. The Common Council must approve all donation requests in excess of \$2,500 and statutory donations of any kind prior to the City accepting any such donations.

VI. CRITERIA FOR ACCEPTANCE

Park Plan: To accept donations of park elements for a specific park facility, City staff will determine whether or not the donation falls within the scope of the City's most recent Park Use and Open Space Master Plan, before forwarding the offer to the Board of Park Commissioners.

If no plan exists, the City may accept the donation under certain circumstances. The donation must:

- Be consistent with the intended current or future use of the facility
- Not create an adverse impact on the varied recreational, social, wellness, enjoyment or educational needs of park users
- Not require the relocation of other equipment or infrastructure to accommodate the donation; and
- Must comply with all deed restrictions as well as local, state and federal guidelines (if applicable).
- The City specifically designates Home Depot Park for temporary rotating sculptures.
- The City of Lake Geneva reserves the right to determine, in its sole discretion, which facilities and sites are available for the placement of memorial donations.

Donation Acknowledgements/Memorial Plaques/On-line Registry: Donation acknowledgements and memorial plaques, as approved by the City, will be placed on or near the donated element at the sole discretion of the City. Such acknowledgements and plaques will be made of bronze and purchased through the City unless separate approval is granted. The cost for these items is incorporated in the cost of the donation. In cases where bronze plaques are not feasible, City staff may suggest alternative types. These types will be in character with the intent of this section and acknowledgements shall be tasteful and subtle; the Board of Park Commissioners (<\$2,500) or Common Council (>\$2,500) must approve all text for donation acknowledgements/memorial plaques. If a donation is made anonymously, a plaque may be installed which reads "Donated by Friends of Lake Geneva". If a donation is removed, the donor, if he/she can be contacted, has the option of accepting the remnant of the donation and related plaque. The donor also will be given the option of paying for the replacement of the donation upon its destruction, death of a live planting, or end of its useful life. The City will maintain a registry or record of all donations to the park system.

VII. OTHER DONATIONS

There may be donations possible other than those expressly listed or contained within this policy. The City may accept those donations subject to review of the staff, Board of Park Commissioners, Plan Commission (if necessary), and Common Council. The City also reserves the right to modify or alter certain conditions as set forth in this policy.

VIII. CONDITIONS

Location: Although suggestions will be considered for a particular location, placement of park elements will be at the discretion of the Board of Park Commissioners and/or Common Council. The location of monuments or other statuary elements may be subject to the approval of the Plan Commission, as required by law. Donations of trees may be approved subject to the final approval of the City Arborist as to species and planting location.

Installation: Installation of donated park elements, including the donor acknowledgement/memorial plaques, will be completed by City personnel or a third party chosen by the City. The installation will be scheduled at a time and date as determined by the Public Works Department so as to not unnecessarily interfere with routine park maintenance activities.

Removal and/or Relocation: The City reserves the right to remove and/or relocate donated park elements and their associated donation acknowledgements/memorial plaques when they interfere with site safety, maintenance, construction activities or if damaged beyond repair. In accordance with previously stated procedures in this policy, the

City will send a letter to each identifiable donor notifying the donor of any action related to the disposition of the donation. In certain situations, such as safety or emergency situations, the notification may be made after the action has been taken. In the event a donation must be permanently removed, the City will, when feasible, seek an alternate location consistent with this policy. If no alternate location can be found, the acknowledgement/memorial plaque and element (if appropriate), at the donors request, may be given to the donor.

Fee Schedule

Costs for certain park components shall be as follows:

Lakefront & Downtown Park Bench including acknowledgement plaque (\$2,200.00). Term of donation up to 10 years.

Park Bench other than Lakefront & Downtown including acknowledgement plaque (\$1,200). Term of donation up to 10 years.

Tree including acknowledgement plaque in ground with species selected from the City's approved planting list (\$400.00 unless special more expensive tree is ordered).

Bike rack including acknowledgement plaque in ground (Minimum \$800 or actual cost for material and labor depending upon the size of the rack). Term of donation up to 15 years.

Standard City Picnic Table (\$600). Term of donation up to 10 years.

Modular Play Equipment (Actual cost of components including labor to assemble and install). Requires City Council approval as cost will exceed \$2,500. Term of donation up to 20 years.

Lakefront & Downtown Trash Receptacle (\$1,400 plus cost of concrete pad if required). Term of donation up to 15 years.

Statuary & Works of Art (Actual cost of purchase and installation. A 10-year maintenance charge shall be estimated and added). Term of donation up to 25 years.

30' Anodized Aluminum Flagpole (\$2,000). Term of donation is 25 years.

Other memorial and donation requests may be accepted at the sole discretion of the City of Lake Geneva.

CITY OF LAKE GENEVA

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



Memorandum

Date: October 21, 2016

To: Finance, License & Regulation Committee

From: Blaine Oborn, City Administrator

Subject: Discussion/Action/Presentation on Geneva Theater Redevelopment Grant Project and amendment to Development Agreement with Shad Branen

Shad Branen will attend the City Council meeting on Monday, October 24, 2016 to provide an update on the Geneva Theater Redevelopment Project and answer any questions the City Council may have regarding the project.

Fox River State Bank (FRSB) as a party to the Geneva Theater Redevelopment Grant Project has requested an amendment to the corresponding Development Agreement. The City is working in partner with the FRSB to insure the City's interest yet maintain the long term viability of the Geneva Theater. This includes an SBA loan that requires some modification to the Development Agreement.

The amendment proposals are as follows:

- 1) Increase the loans in front of the City's mortgage lean from \$731,000 to \$931,000.
- 2) In return for the increase in the first leans, the City will receive cash collateral for \$200,000. The cash collateral will be released first as part of the loan forgiveness.
- 3) The aggregate amount ahead of the City's lien interest at \$931,000 will be broken into two separate mortgage amounts for FRSB and SBA/US Government.
- 4) Clarification of the UCC lien noting that FRSB is in first position, SBA/US Government in second, and the City in third position.
- 5) In Section 7.5, verbiage change for the SBA loan. The verbiage amended to read '.....not including liens placed on the property by Fox River State Bank, the SBA/US Government and the City, and'
- 6) In Section 11.1.C amending to specify request to SBA.
- 7) With the cash collateral it makes sense to amend completion date from December 31, 2016 to February 28, 2017

The recommendation is to allow the City Attorney to amend the Development Agreement with Shad Branen per the terms presented.

DEVELOPMENT AGREEMENT

THIS DEVELOPMENT AGREEMENT (this "Agreement") is made and entered into as of this 24 day of March, 2016, by and between the City of Lake Geneva, a Wisconsin municipal corporation (the "City"), and Shad Branen, and any and all entities holding, owning or operating the Property (the Developer").

RECITALS

WHEREAS, Effective September, 11 ¹⁹⁹⁵ ~~20~~ the City created City of Lake Geneva Tax Increment District No. 4 (the "District") pursuant to Section 66.1105, Wis. Stat. (the "Tax Increment Law");

WHEREAS, the City desires to facilitate the development of property within the District to eliminate blight, expand the tax base, and create jobs; and

WHEREAS, to facilitate the Project contemplated by this Agreement, the City wishes to provide a grant for redevelopment of property located at 244 Broad Street, Lake Geneva, WI 53147 (the "Property"); and

WHEREAS, the City and the Developer intend to enter into this Development Agreement to ensure that the grant is used to fulfill the purposes of the Lake Geneva Tax Increment No. 4 and satisfy the requirements of the Tax Increment Law; and

WHEREAS, the Developer proposes to purchase the property at 244 Broad Street, Lake Geneva, (the "Property") and restore said property back to a for profit theater (the "Project"); and

WHEREAS, all of the components of the Project are located within the District; and

WHEREAS, the City finds and determines that unless the City provides the tax increment payments described in this Agreement, the Developer will not undertake the Project and the City will not accomplish the objectives of the Project Plan for the District; and

WHEREAS, in order to induce the Developer to undertake and complete the Project in the manner and timeframe described herein and to make the Project financially feasible and implement the Project Plan for the District, the City finds it appropriate to provide tax increment incentive payments to the Project as described in this Agreement subject to the reservations contained herein; and

WHEREAS, the City finds that the development of the Project and the fulfillment of the terms and conditions of this Agreement are in the vital best interests of the City and its residents by eliminating blight, expanding the tax base and creating commercial opportunities, all consistent with the purpose of a TIF district under the Tax Increment Law; and

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained in this Agreement, and for other good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, the City and The Developer agree as follows:

**ARTICLE I
PROPERTY DESCRIPTION**

The property subject to this Agreement is located within the District at 244 Broad Street in the City of Lake Geneva, and is more accurately described in Exhibit A, which is attached to this Agreement and incorporated by reference (the "Property").

**ARTICLE II
PROJECT DESCRIPTION**

The project contemplated by this Agreement shall consist of 20,000 square foot Theater constructed substantially in accordance with the Developer's plans and specifications, which are attached to this Agreement as Exhibit B and incorporated herein by reference (the "project").

**ARTICLE III
OBLIGATIONS OF THE DEVELOPER**

3.1. Execution of Purchase and Sale Agreement. Developer has entered into a Purchase and Sale Agreement a copy of which attached to this Agreement as Exhibit C and incorporated by reference. Said Purchase and Sale Agreement is contingent upon Developer receiving a grant from the City for the construction of the project attached hereto as Exhibit B and incorporated herein by reference.

3.2. Development of the Property. Subject to the terms of this Agreement, the Developer shall develop or cause to be developed the Project on the Property by December 31, 2016.

3.3. Minimum Project Costs. The Developer shall incur costs in developing the project of not less than \$1,360,000.00 (which does not include the acquisition cost of the real estate). Costs less than \$1,360,000 shall result in a dollar for dollar reduction in the amount of the Grant specified in Article IV. For the project costs calculation, the installation of professional digital projection packages, sound systems and screens in all of the four auditoriums shall be valued at \$400,000.

3.4. Project Deadline. The Developer shall complete construction of the project on or before December 31, 2016. For the purposes of this Agreement, construction shall be complete on the date a temporary Certificate of Occupancy for the project is issued by the State of Wisconsin Department of Safety and Professional Services and the Project is open for business. In the event weather conditions prevent the completing of project exterior improvements and/or landscaping by the date prescribed above, construction shall be deemed complete on the date a temporary Certificate of Occupancy for the project is issued by the State of Wisconsin Department of Safety and Professional Services, provided that such exterior and/or landscaping improvements shall be completed no later than six (6) months following the issuance of the temporary Certificate. In the event the project is not completed by the above deadline, the Developer shall pay a penalty of \$100 per day which shall be deducted from the Grant amount.

3.5. Cost Reimbursements. The Developer shall submit monthly written Request for Payment forms and related attachments to the City and a title insurance company mutually agreed to by the

parties hereto who will act as escrow agent for any costs for which the Developer wishes to be reimbursed as provided in Article VII of this Agreement. Payments will be 85 percent of the total amount of the construction bills submitted and the remaining amount will be provided by the Developer. No more than \$777,500 in grant proceeds shall be paid for the construction costs. However, additional grant payments shall be made as follows: 1) \$50,000 upon proof of installation of professional digital projection packages, sound systems and screens in all of the auditoriums, 2) \$27,500 for the installation of an elevator if required, and 3) \$40,000 as provided in Section 7.5 of this agreement.

3.6. Except as provided in Article VIII of this Agreement, the Developer shall continue to own the Property for at least ten (10) years following completion of the Project and operate the same as a for profit entertainment center open to the general public.

3.7. Property Taxes. The Developer shall pay all property taxes on the Property in full each year when due and payable.

3.8. Compliance with Law. The Developer shall maintain the Property and all operations thereon in full compliance with all local, state and federal laws and regulations.

3.9. Record Keeping. The Developer shall maintain copies of all regulatory, contract, cost and reimbursement records related to the Project for ten (10) years following the completion of the Project and shall make all such records available for inspection by the City and its duly authorized agents and contractors within two (2) business days of the City's providing written notice to the Developer as provided in Article X of this Agreement.

ARTICLE IV OBLIGATIONS OF THE CITY

4.1. Payment of Grant. Subject to the terms of this Agreement, in order to induce the Developer to undertake and complete the project, the City shall provide a cash grant to the Developer, or its assigns, in an amount not to exceed \$895,000.00 (the "Grant"), of which \$867,500 in grant funds shall be applied to construction renovation and purchasing of furniture, fixtures, and equipment provided the City is provided a second lien evidenced by UCC financing statement against said furniture, fixtures, and equipment and a second lien position on the Property provided however that the first lien on the Property shall not exceed \$731,000.00 and in no event shall the Grant exceed the capital investment by the Developer. The compensation of the fixture lien and the property lien shall not exceed \$867,500. An additional \$27,500 in grant funds is available for construction of an elevator if required as part of the State construction permit with an additional property lien of \$27,500. Further, the Developer shall provide a personal guaranty for the terms and conditions of this Grant.

4.2. Cooperation with Developer. The City shall cooperate with the Developer throughout the construction of the project and shall promptly review and/or process all submissions and applications in accordance with all applicable City ordinances.

ARTICLE V REPRESENTATIONS AND WARRANTIES OF THE DEVELOPER

5.1. Legal Authority. The Developer represents and warrants to the City that it has approved this Agreement and that it authorized the appropriate officers in accordance with applicable law to negotiate and execute this Agreement on the Developer's behalf.

5.2. Necessity of Grant. The Developer represents and warrants to the City that but for the Grant to be provided by the City under this Agreement, the Developer would not proceed with the purchase and reconstruct and renovate the property back to a theater.

ARTICLE VI REPRESENTATIONS AND WARRANTIES OF THE CITY

6.1. Legal Authority. The City represents and warrants to the Developer that it has the authority to enter into this Agreement and to perform all the obligations under this Agreement.

6.2. Board Approval. The City represents and warrants to the Developer that on March 14, 2016 the City Council approved this Agreement and authorized its execution by the proper City officers on the City's behalf.

ARTICLE VII GRANT PAYMENT PROCESS

7.1. Construction Costs. For the purposes of this Agreement, all hard and soft construction costs and furniture, fixtures, and equipment purchases subject to the limitations set forth in 4.1 for the current premises on the Property shall be considered eligible for reimbursement under this Agreement.

7.2. Request for Payment Forms.

(a) The Grant funds shall be deposited with a title company acceptable to both parties.

(b) No more than once per month, the Developer may submit to the title company holding the funds in escrow, a completed request for payment for as required by the title company with attached copies of all related receipts and invoices for construction costs and purchases for the project.

(c) Copies shall be provided to the City Clerk and the City Comptroller for review and approval.

(d) If the City Clerk receives a completed Request for Payment form and attachments at least 3 business days before the 2nd Monday of the month, the Clerk will do all things necessary to schedule the Request for Payment for action by the City Council at the regularly scheduled City Council meeting on that 2nd Monday of the month.

(e) If the City Clerk receives a completed Request for Payment form and attachments at least 3 business days before the 4th Monday of the month, the Clerk will do all things necessary to schedule the Request for Payment for action by the City Council at regularly scheduled City Council meeting on that 4th Monday of the month.

(f) Requests for Payment forms received by the City Clerk less than 3 days prior to the 2nd Monday of a month shall be scheduled for action by the City Council at the regularly scheduled City Council meeting on the 4th Monday.

(g) Requests for Payment forms received by the City Clerk less than 3 days prior to the 4th Monday of a month shall be scheduled for action by the City Council at the regularly scheduled City Council meeting on the following month on the 2nd Monday.

(h) The City in its sole discretion shall be authorized to hire a third party to inspect and verify that all work has been completed according to plans attached hereto as Exhibit B and the submitted budget attached hereto as Exhibit C which inspections shall be paid by the Developer.

(i) All cost over runs above those costs shown on the attached Exhibit C shall be paid by Developer unless savings on budgeted items are realized in which case said savings may be applied to such over runs.

7.3. Approval of Request. Within three (3) days of the City Council's approval of the Request for Payment, the City shall instruct the title company acting as escrow agent to issue a check to the Developer for the approved amount.

7.4. Denial of Request. If the City Council denies all or a portion of the Request for Payment, the City Council shall indicate the grounds for so doing and indicate what, if any, additional actions the Developer must take to gain City Council approval of the request. The City Council may deny all or a portion of a Request for Payment based on either of the following grounds:

(a) All or a portion of the amount requested is not evidenced by a written receipt or invoice.

(b) The City Council reasonably believes that all or a portion of the amount requested is not attributable to hard or soft construction costs for the premises, or furniture, fixtures, or equipment purchased for the Property.

7.5. The title company shall withhold payment of the final \$40,000.00 of the Grant until 1) The Developer has received a final Certificate of Occupancy for the project from the State of Wisconsin Department of Safety and Professional Services, 2) Any and all construction and mechanics' liens on the property have been satisfied, not including liens placed on the property by the City, and 3) The minimum projects costs of \$1,360,000 has been incurred as provided in Section 3.3 of this agreement.

7.6. Lien on the Property. Concurrent with payment of the retainage, the Developer shall execute a lien or mortgage document in favor of the City in the amount of the final amount of the Grant, which shall be recorded and act as security to insure performance of the obligations of the Developer under this Agreement. Upon the fulfillment of the obligations of the Developer under this Agreement, the City shall execute and record a document releasing the lien or mortgage on the Property and the developer shall be released from any obligation to repay the Grant.

7.7. Termination of Payments. The obligation of the City to make payments under this

Agreement shall terminate once the aggregate total of all payments made to the Developer equals the maximum amount of the Grant specified in Article IV of this Agreement.

**ARTICLE VIII
ASSIGNMENT BY DEVELOPER**

8.1. Permitted Assigns. The Developer may:

(a) Assign its rights and obligations under this Agreement to an entity that holds title to the Property and that is controlled by the Developer or by one or more of the principals of the Developer.

(b) Assign or collaterally assign the right to receive payments to any third party with written consent by the City Council, which written consent shall not be unreasonably withheld.

(c) Collaterally assign its rights hereunder to a first mortgage lender for the Project, if any.

8.2. Cooperation by the City. The City will cooperate with the execution of any assignment documents consistent with the provisions of this Article.

**ARTICLE IX
NO PARTNERSHIP OR VENTURE**

The Developer and its contractors or subcontractors or its assignees shall be solely responsible for the completion of the Project. Nothing contained in this Agreement shall create or affect any partnership, venture or relationship between the City and Developer or any contractor or subcontractor employed by Developer in the construction of the Project.

The intentions, affirmations, authorizations and agreements between the parties as expressed herein are approved solely by and between the parties and no other; and provided further, however, that neither and none of such intentions, affirmations, authorizations or agreements may be relied upon by any person or entity, to such entity or person's detriment, or for any reason whatsoever, whether third person or otherwise. Any such reliance or purported reliance as a third party beneficiary to this Agreement or predicated upon any other relationship to any of the parties and each of them, whether real or alleged, is specifically disclaimed by the parties.

**ARTICLE X
WRITTEN NOTICES**

10.1. Method of Delivery. Any notice required or permitted under this Agreement shall be in writing, signed by the party giving the notice, and shall be deemed given when:

(a) Hand delivered to the party to whom the notice is addressed;

(b) Mailed by certified mail, return receipt requested, United States mail, postage prepaid;

(c) Delivered by overnight courier delivery service (e.g., Federal Express, UPS, etc.), and addressed to the party at the address shown below; or

(d) Delivered by email to the email address indicated, provided confirmation of receipt of any sent email is received.

10.2. Addresses. Notice shall be address to the respective parties as follows:

(a) **FOR THE CITY:**

City of Lake Geneva
City Hall
Attention: Sabrina Waswo, City Clerk
636 Geneva Street
Lake Geneva, WI 53141
Email: CityClerk@cityoflakegeneva.com

With a copy to:

Daniel S. Draper,
City Attorney
636 Geneva Street
Lake Geneva, WI53813
Email: ddraper@cityoflakegeneva.com

(b) **FOR THE DEVELOPER:**

Shad Branen
WIN Properties, LLC
P.O. Box 731
Burlington, WI 53105
Email: shad@winmediainc.com

**ARTICLE XI
DEFAULT, TERMINATION AND INDEMNITY**

11.1. Events of Default. Any one or more of the following events constitutes an event of default ("Event of Default"):

(a) A party fails to perform any material obligation owing by such party under this Agreement within ten (10) days after receipt of written notice thereof from the party to whom such obligation is owing; or

(b) Any foreclosure action is filed against the Property, any petition is filed by or against a party to declare a party bankrupt or a debtor under any insolvency law or to delay,

reduce or modify a party's debts or obligations, or a party is declared insolvent according to law, or any assignment of a party's property is made for the benefit of creditors, or a trustee or receiver is appointed for a party or its property provided, however, that none of the foregoing shall constitute an Event of Default if the party reasonably contests the action by appropriate proceedings.

(c) The Developer shall require any other financial institution providing financing for the project to provide the City with any notices of default.

(d) Any transfer of ownership by Developer without the written consent of the City.

11.2. Default in Obligation to Own the Property. Except as limited by this paragraph, if the Developer fails to fully perform its obligations under this Agreement, said failure shall be deemed a default.

11.3. Default in Obligation. If the Developer fails to fully perform any of its obligations under this Agreement or any other financing for the project, then the City or the City's agents shall have the right to enter onto the Property to perform those obligations. The Developer shall reimburse the City for any costs incurred by the City in performing said obligations. If the Developer reimburses the City for all grant monies provided to Developer, then the City shall release any lien or mortgage against the Property as provided for under this Agreement. If the Developer fails to reimburse the City, then the City may seek to foreclose on the lien or mortgage or exercise any other remedy available at law or in equity.

Right to Cure. Either party shall have the right to cure an Event of Default within ten (10) days of its occurrence (or, if the act necessary to cure such Event of Default does not involve the payment of money and cannot reasonably be cured within such ten day period, if the defaulting party fails to commence such act within the ten day period and thereafter promptly, effectively and continuously proceed with such act, subject to the Force Majeure provisions of Article XII).

11.5. Remedies. Upon the failure of a party to cure an Event of Default, the party to whom such obligation is owing may at its sole option exercise any and all remedies available at law or in equity first to compel specific performance by the defaulting party of its obligations hereunder, or if appropriate, to recover damages incurred by the party seeking to pursue its remedies hereunder including, without limitation, all costs, taxes, filing fees, arbitration fees, witness expense and reasonable attorneys' fees and disbursements. Notwithstanding the foregoing, no party may initiate any action or proceeding to terminate this Agreement or its obligations hereunder, except as provided in Section 11.7 below. The termination of this Agreement shall not preclude either party from exercising its remedies under this Agreement to recover damages incurred by such party as a result of such termination.

11.6. Waiver. No failure or delay by a party to insist on specific performance of any term of this Agreement or to exercise any right, power, or remedy upon a breach of this Agreement shall constitute a waiver of such term or such breach.

11.7. Termination. This Agreement may be terminated only upon the occurrence of one or more of the following events:

(a) Either party is relieved of or enjoined from performing its obligations, in whole or in part, by a judicial determination by any court of competent jurisdiction, and all appeals therefrom shall have been adjudicated or terminated;

(b) An Event of Default shall have occurred and the non-defaulting party to this Agreement agrees to such termination;

(c) The obligation under Section 3.6 of this Agreement to continue to own the Property for ten (10) years following the completion of the Project has expired or is waived by the City.

(d) The liens provided and grant obligations under this Agreement shall be reduced in the form of grant (loan) forgiveness over ten years as follows:

- 1) After 2 years of operation a 10% reduction of the grant total
- 2) After 3 years of operation a 10% reduction of the grant total
- 3) After 4 years of operation a 10% reduction of the grant total
- 4) After 5 years of operation a 10% reduction of the grant total
- 5) After 6 years of operation a 10% reduction of the grant total
- 6) After 7 years of operation a 10% reduction of the grant total
- 7) After 8 years of operation a 10% reduction of the grant total
- 8) After 9 years of operation a 10% reduction of the grant total
- 9) After 10 years of operation a 20% reduction of the grant total

11.8. Cumulative and Concurrent Powers. Each right, power and remedy of a party provided for under this Agreement shall be cumulative and concurrent and shall be in addition to every other right, power or remedy provided for under this Agreement. The exercise or beginning of the exercise by a party of any one or more of the rights, powers or remedies provided for under this Agreement shall not preclude the concurrent or later exercise by a party of any or all such other rights, powers or remedies.

11.9. Indemnity. Developer hereby agrees to and shall at all times indemnify and hold harmless the City of Lake Geneva (the "Indemnitee") against all: (i) claims, demands, liabilities, actions and prosecutions which may be asserted, made or brought against the Indemnitee, or any and; (ii) losses, costs, damages and expenses, including reasonable attorney expenses and disbursements, which may be suffered, incurred or sustained by the Indemnitee, to the extent caused or contributed to by any breach of this Agreement by such Developer or any lien filed by any contractor or agent undertaking work or supplying services or materials for the Project or Infrastructure; provided in no event shall Developer be liable to the Indemnitee for any consequential or incidental damages, damages resulting from loss of profits or income, loss of use or property or other indirect damages.

ARTICLE XII TIME AND FORCE MAJEURE

Time is of the essence of this Agreement; provided, however, a party shall not be deemed in material breach of this Agreement with respect to any obligations of this Agreement on such party's part to be performed if such party fails to timely perform the same and such failure is due in whole or in part to any strike, lock-out, labor trouble (whether legal or illegal),

civil disorder, inability to procure materials, wet soil conditions, failure or interruptions of power, restrictive governmental laws and regulations, condemnations, riots, insurrections, war, fuel shortages, accidents, casualties, floods, earthquakes, fires, acts of God, epidemics, quarantine restrictions, freight embargos, acts caused directly or indirectly by the other party (or the party's agents, employees, or invitees), or similar causes beyond the reasonable control of such party ("Force Majeure"). If one of the foregoing events shall occur or any party shall claim that such an event shall have occurred, the other party shall investigate same and consult with the other and the party making such claim regarding the same and the party to whom such claim is made shall grant any extension for the performance of the unsatisfied obligation equal to the period of delay, which period shall commence to run from the time of the commencement of the Force Majeure; provided, however, that failure of performance was reasonably caused by such Force Majeure.

ARTICLE XIII GENERAL PROVISIONS

13.1. Defined Terms. All terms that are capitalized but not defined in this Agreement and that are defined under the Tax Increment Law shall have the definitions assigned to such terms by the Tax Increment Law.

13.2. Entire Agreement. This Agreement, including any document expressly incorporated by reference into this Agreement, states the final and exclusive agreement between the parties. Any and all prior negotiations and agreements are merged into and superseded by this Agreement.

13.3. Binding Effect. This Agreement binds and benefits the parties and their respective heirs, legal representatives, successors, and permitted assigns.

13.4. Modification. This Agreement may be amended or modified only by a written agreement duly executed by all parties hereto.

13.5. Non-Discrimination. The Developer agrees that neither the Property nor any portion thereof, shall be sold to, leased or used by any person or entity in a manner to permit discrimination or restriction on the basis of race, creed, ethnic origin, religion, or identity, color, gender, marital status, age, handicap, or national origin, and that the development of and construction and operations of the Project shall be in compliance with all applicable laws, ordinances and regulations relating to discrimination on any of the foregoing grounds.

13.6. Counterparts. This Agreement may be executed in one or more counterparts, each of which is an original, and all of which constitute only one agreement between the parties.

13.7. Governing Law. This Agreement shall be governed by the laws of the State of Wisconsin, and the sole and exclusive venue for any disputes arising out of this Agreement shall be any state court located within Walworth County, Wisconsin, or United States federal court located within the appropriate venue. A waiver of any part of this Agreement shall be limited to that specific event and shall not be a waiver of the entire Agreement.

13.8. Severability. If any provision of this Agreement is held to be illegal, invalid or unenforceable, then that provision is severed from this Agreement and the other provisions remain

in effect.

13.9. Execution of Supporting Documents. From time to time hereafter and without further consideration, the parties shall execute and deliver, or cause to be executed and delivered, such recordable memoranda, further instruments, and agreements, and shall take such other actions, as either party may reasonably request in order to more effectively memorialize, confirm, and effectuate the intentions, undertakings, and obligations contemplated by this Agreement.

13.10. Headings and Titles. This Agreement is to be construed as a whole, without reference to any heading or title, which are inserted merely for the convenience of the parties.

13.11. Recording. The parties agree that this Agreement may be recorded to provide notice to third parties of the ownership requirements contained in this Agreement.

13.12. Ambiguities. Each party has participated fully in the review and revision of this Agreement. Any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply interpreting this Agreement. The language in this Agreement shall be interpreted as to its fair meaning and not strictly for or against any party.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in their respective names by their duly authorized officers as of the date set forth above.

[SIGNATURE PAGES FOLLOW]

CITY SIGNATURE PAGE TO DEVELOPMENT AGREEMENT

CITY OF LAKE GENEVA

By: *[Signature]*
JIM CONNORS, City President
Mayor City of Lake Geneva

By: *Sabrina M. Waswo*
SABRINA WASWO, City Clerk

State of Wisconsin)
) ss:
Walworth County)

This instrument was acknowledged before me on the 24th day of March
2016, by James Connors.

[Seal] State of Wisconsin
 Notary Public
 Sabrina M. Waswo

Sabrina M. Waswo
Notary Public, State of Wisconsin
My commission expires on 7/20/2019

State of Wisconsin)
) ss:
Walworth County)

This instrument was acknowledged before me on the 28th day of March
2016, by Sabrina M. Waswo.

[Seal] State of Wisconsin
 Notary Public
 Cindy L. Papenfuss

Cindy L. Papenfuss
Notary Public, State of Wisconsin
My commission expires on 2-13-18

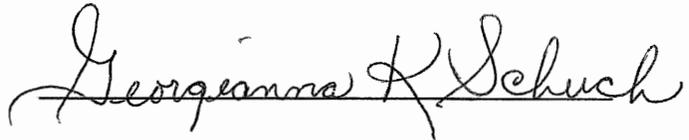
DEVELOPER SIGNATURE PAGE TO DEVELOPMENT AGREEMENT



State of Wisconsin)
) ss:
Walworth County)

This instrument was acknowledged before me on the 24th day of March
2016

[Seal]



Notary Public, State of Wisconsin
My commission expires on 7.24.16

This instrument was drafted by Attorney Daniel S. Draper of Lake Geneva, Wisconsin.

**NOTICE OF PUBLIC HEARING
CITY OF LAKE GENEVA
PROPOSED 2017 BUDGET**

Notice is hereby given that a PUBLIC HEARING will be held, on Monday, **November 21, 2016 at 5:30 P.M.**, in the Council Chambers, at City Hall, 626 Geneva Street, City of Lake Geneva, on the 2017 PROPOSED MUNICIPAL OPERATING BUDGET. A detailed copy of the 2017 PROPOSED MUNICIPAL OPERATING BUDGET is available for public inspection at the City Clerk's Office in City Hall, from 8:30 A.M. to 5:00 P.M. on Monday through Friday. A copy is also available for public inspection at the Lake Geneva Public Library and on the City's website at www.cityoflakegeneva.com.

Dated this 24th day of October, 2016.

/S/ Alan R. Kupsik
Mayor
City of Lake Geneva, Wisconsin

**CITY OF LAKE GENEVA
2017 PROPOSED OPERATING BUDGET**

	2016 APPROVED BUDGET	2017 PROPOSED BUDGET	2016-2017 % CHANGE		
REVENUES:					
Taxes:					
General Property Taxes	\$ 4,605,000	\$ 4,722,510	2.6%		
Other Taxes	843,120	901,870	7.0%		
Special Assessments	1,268	720	-43.2%		
Intergovernmental Revenues	1,102,848	1,003,238	-9.0%		
Licenses and Permits	488,268	490,789	0.5%		
Fines and Forfeitures	136,552	137,494	0.7%		
Public Charges for Services	312,002	364,701	16.9%		
Interest Earnings	5,500	20,000	263.6%		
Miscellaneous Revenues	13,963	14,600	4.6%		
Net Interfund Transfers	983,935	1,078,565	9.6%		
TOTAL REVENUES:	<u>\$ 8,492,456</u>	<u>\$ 8,734,487</u>	<u>2.8%</u>		
EXPENDITURES:					
General Government	\$ 1,356,416	\$ 1,360,918	0.3%		
Public Safety	3,677,235	3,792,718	3.1%		
Public Works	1,609,339	1,569,294	-2.5%		
Health & Human Services	1,325,980	1,439,100	8.5%		
Culture, Recreation & Education	381,870	423,517	10.9%		
Conservation & Development	141,616	148,940	5.2%		
TOTAL EXPENDITURES:	<u>\$ 8,492,456</u>	<u>\$ 8,734,487</u>	<u>2.8%</u>		
TOTAL REVENUES OVER (UNDER) EXPENDITURES:	\$ -	\$ -			
DEBT SERVICE FUND					
REVENUES	1,105,369	1,070,706	-3.1%		
EXPENDITURES:					
Principal Retirement	956,028	875,000	-8.5%		
Interest Expense	149,341	120,563	-19.3%		
TOTAL EXPENDITURES:	<u>\$ 1,105,369</u>	<u>\$ 995,563</u>	<u>-9.9%</u>		
TOTAL REVENUES OVER (UNDER) EXPENDITURES:	\$ -	\$ 75,143			
CAPITAL PROJECTS FUND					
REVENUES	\$ 90,000	\$ -	-100.0%		
EXPENDITURES	90,000	-	-100.0%		
TOTAL REVENUES OVER (UNDER) EXPENDITURES:	<u>\$ -</u>	<u>\$ -</u>			
EQUIPMENT REPLACEMENT FUND					
REVENUES	\$ 130,000	\$ 677,990	421.5%		
EXPENDITURES	\$ -	\$ 334,000			
TOTAL REVENUES OVER (UNDER) EXPENDITURES:	<u>\$ 130,000</u>	<u>\$ 343,990</u>			
SPECIAL REVENUE FUNDS					
REVENUES	\$ 3,362,211	\$ 3,296,648	-1.9%		
EXPENDITURES (Includes Transfers)	3,212,211	3,146,648	-2.0%		
TOTAL REVENUES OVER (UNDER) EXPENDITURES:	<u>\$ 150,000</u>	<u>\$ 150,000</u>			
Tax Rate Per \$1,000 of Assessed Value for City Purposes:	<u>2012</u> 5.51	<u>2013</u> 5.90	<u>2014</u> 6.04	<u>2015</u> 6.04	<u>2016</u> 6.04

CITY OF LAKE GENEVA

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



Memorandum

Date: October 21, 2016

To: Finance, License & Regulation Committee

From: Blaine Oborn, City Administrator

Subject: Discussion/Recommendation on 2017 replacement of Police Department Vehicle from Capital/Equipment Replacement Funds for \$29,765

In the 2016 Budget, \$90,000 was allocated in the Capital Fund for the Police Department. The City is in the process of including the Police Department in the Equipment Replacement Fund in the 2017 Budget. The Police Department can save 3% by ordering a vehicle now rather than waiting for the Capital/Equipment Replacement Fund budgets to be completed in the next few weeks (See attached request to place 204 order prior to November 1, 2016). There are adequate funds and a need substantiated by the Police & Fire Commission. The purchase is included in the submitted Police Department 2017 Budget. The Police Department normally purchases two vehicles per year and is only requesting one in the 2017 Budget.

Memo

To: Administrator Oborn

From: Lt. Gritzner

Date: 10/20/2016

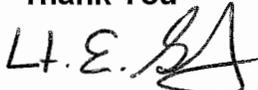
Re: Request to place 204 order prior to November 01, 2016

Administrator Oborn-

Patrol vehicle 204 is scheduled for replacement in 2017. The total cost of the vehicle is \$29,765.00. We participate in the state bid through Ewald Automotive group and would like to place the order prior to November 01, 2016. If we do not place the order by this date, there is a 3% increase.

Please advise how you would like me to proceed.

Thank You-


Lt. Gritzner

CITY OF LAKE GENEVA

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



Memorandum

Date: October 21, 2016
To: Finance, License & Regulation Committee
From: Blaine Oborn, City Administrator
Subject: Discussion/Recommendation on Cost Allocation Plan to/from the Water/Sewer Funds for Administrative and Public Works Services

Attached is the following 2017 Budget Cost Allocation Plans to/from the Water/Sewer Funds for Administrative and Public Works Services:

- 1) Cost Allocation Plan for Allocation of Administrative Services to Water/Sewer Funds for Building Inspection Service related to the City's collection on Water/Sewer Fund Impact Fees for \$4,099.01.
- 2) Cost Allocation Plan for Allocation of Administrative Services to Water/Sewer Funds for Employee Benefits related to the City's time in providing Employee Benefits and Workers Compensation Services to Water/Sewer Fund Impact Fees for \$63,666.10
- 3) Cost Allocation Plan for Allocation of Administrative Services to Water/Sewer Funds for handling liability and property insurances including claims for \$7,390.90
- 4) Cost Allocation Plan for Allocation of Public Works Services to Water/Sewer Funds for mowing, tree trimming, sweeping, striping, and blowing services for \$19,522.24
- 5) Cost Allocation Plan for Allocation of Water/Sewer Services to City Public Works for Administrative Support from the Utility Commission Office Manager for \$9,114.56

The allocations are an effort to reimburse the City General Fund for services provided to the Water and Sewer Funds and to reimburse the Water and Sewer Funds for services provided to the Public Works Department that is in the General Fund. The Water and Sewer Funds already bill the City for Diggers Hotline service provided General Fund storm-water locates.

I recommended City Council approval of these five new allocations so the items can be included in the 2017 Budget.

City of Lake Geneva
 Cost Allocation Plan for Allocation of Administrative Services to Water/Sewer Funds
 2017 Budget 10/18/2016

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	--2017-- BUDGET	Building Inspection		Employee Benefits		Insurance	
			%	Allocation	%	Allocation	%	Allocation
GENERAL GOVERNMENT								
11-10-00-5133	LIFE INSURANCE POLICY FEES	1,850.00						
11-10-00-5154	UNEMPLOYMENT COMPENSATION	10,000.00						
11-10-00-5245	EXPENSES SUBJECT TO INS CLAIM	10,000.00						
11-10-00-5314	OFFICIAL PUBLICATIONS & NOTICE	12,000.00	1%	120.00	5%	600.00	1%	120.00
11-10-00-5315	PUBLICATION FEES REIMBURSABLE	2,100.00						
11-10-00-5316	RECORDING FEES	100.00						
11-10-00-5398	BANK CHARGES	910.00						
11-10-00-5399	GENERAL GOV'T MISC EXPENSES	250.00						
11-10-00-5740	PERSONAL PROPERTY WRITEOFFS	1,000.00						
11-10-00-5780	CONTINGENCY ACCOUNT	75,000.00						
INSURANCE								
11-10-10-5509	INS REIMB-OTHER DEPTS	(92,000.00)	0%	-	0%	-	0%	-
11-10-10-5512	GENERAL LIABILITY INSURANCE	174,115.00	1%	1,741.15	7%	12,188.05	1%	1,741.15
11-10-10-5513	BOILER & MACHINERY INS	405.00	0%	-	0%	-	2%	8.10
11-10-10-5516	WORKERS COMPENSATION	160,250.00	1%	1,602.50	10%	16,025.00	1%	1,602.50
HEALTH & OTHER BENEFITS								
11-10-20-5111	HEALTH & DENTAL REIMBURSABLE	(630,000.00)	0%	-	0%	-	0%	-
11-10-20-5132	HEALTH AND DENTAL ADMIN CHGS	625,000.00	1%	6,250.00	15%	93,750.00	1%	6,250.00
11-10-20-5133	HEALTH AND DENTAL CLAIMS	1,425,000.00	1%	14,250.00	15%	213,750.00	1%	14,250.00
11-10-20-5134	DISABILITY PREMIUMS CITY	11,500.00	1%	115.00	15%	1,725.00	1%	115.00
11-10-20-5135	EAP PROGRAM	3,800.00	1%	38.00	15%	570.00	1%	38.00
11-10-20-5152	OPT OUT SOCIAL SECURITY EXP	3,800.00						

City of Lake Geneva
 Cost Allocation Plan for Allocation of Administrative Services to Water/Sewer Funds
 2017 Budget 10/18/2016

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	--2017-- BUDGET	Building Inspection		Employee Benefits		Insurance	
			%	Allocation	%	Allocation	%	Allocation
COMMON COUNCIL								
11-11-00-5114	COUNCIL SALARIES	32,000.00	1%	320.00	5%	1,600.00	1%	320.00
11-11-00-5120	PART TIME WAGES	1,615.00	1%	16.15	5%	80.75	1%	16.15
11-11-00-5152	COUNCIL SOCIAL SECURITY	2,572.00	1%	25.72	5%	128.60	1%	25.72
11-11-00-5214	VIDEOTAPING EXPENSES	50.00	1%	0.50	5%	2.50	1%	0.50
11-11-00-5320	COUNCIL WIS LEAGUE MEMBERSH	3,527.00	1%	35.27	5%	176.35	1%	35.27
11-11-00-5331	COUNCIL MEALS & LODGING	500.00	1%	5.00	5%	25.00	1%	5.00
11-11-00-5332	COUNCIL CONFERENCES & SCHOOL	600.00	1%	6.00	5%	30.00	1%	6.00
11-11-00-5399	COUNCIL MISCELLANEOUS EXPENS	1,000.00	1%	10.00	5%	50.00	1%	10.00
LEGAL EXPENSES								
11-13-00-5113	CITY ATTORNEY SALARY	67,926.00	1%	679.26	5%	3,396.30	1%	679.26
11-13-00-5134	CITY ATTORNEY LIFE INSURANCE	415.00	1%	4.15	5%	20.75	1%	4.15
11-13-00-5136	CITY ATTORNEY RETIREMENT FUNI	4,620.00	1%	46.20	5%	231.00	1%	46.20
11-13-00-5152	CITY ATTORNEY SOCIAL SECURITY	5,196.00	1%	51.96	5%	259.80	1%	51.96
11-13-00-5331	CITY ATTORNEY MEALS & LODGINC	450.00	1%	4.50	5%	22.50	1%	4.50
11-13-00-5332	CITY ATTORNEY SCHOOL/CONFER	450.00	1%	4.50	5%	22.50	1%	4.50
11-13-00-5399	CITY ATTORNEY MISC EXPENSES	300.00	1%	3.00	5%	15.00	1%	3.00
MAYOR								
11-14-10-5114	MAYOR SALARY	6,858.00	1%	68.58	5%	342.90	1%	68.58
11-14-10-5152	MAYOR SOCIAL SECURITY	525.00	1%	5.25	5%	26.25	1%	5.25
11-14-10-5331	MAYOR MEALS,LODGING,ETC	200.00	1%	2.00	5%	10.00	1%	2.00
11-14-10-5399	MAYOR MISC EXPENSE	700.00	1%	7.00	5%	35.00	1%	7.00

City of Lake Geneva
 Cost Allocation Plan for Allocation of Administrative Services to Water/Sewer Funds
 2017 Budget 10/18/2016

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	--2017-- BUDGET	Building Inspection		Employee Benefits		Insurance	
			%	Allocation	%	Allocation	%	Allocation
CITY ADMINISTRATOR								
11-14-20-5110	CITY ADMINISTRATOR SALARY	106,636.00	2%	2,132.72	15%	15,995.40	2%	2,132.72
11-14-20-5134	CITY ADMIN LIFE INSURANCE	300.00	2%	6.00	15%	45.00	2%	6.00
11-14-20-5136	CITY ADMIN RETIREMENT	7,251.00	2%	145.02	15%	1,087.65	2%	145.02
11-14-20-5152	CITY ADMIN SOCIAL SECURITY	8,158.00	2%	163.16	15%	1,223.70	2%	163.16
11-14-20-5310	CITY ADMIN OFFICE SUPPLIES	200.00	2%	4.00	15%	30.00	2%	4.00
11-14-20-5324	DUES,BOOKS,PUBLICATIONS	1,300.00	2%	26.00	15%	195.00	2%	26.00
11-14-20-5330	CITY ADMIN TRAVEL-MILEAGE	1,200.00	2%	24.00	15%	180.00	2%	24.00
11-14-20-5331	CITY ADMIN MEALS/LODGING	1,300.00	2%	26.00	15%	195.00	2%	26.00
11-14-20-5332	CITY ADMIN CONFR/SCHOOLS	2,000.00	2%	40.00	15%	300.00	2%	40.00
11-14-20-5399	CITY ADMIN MISC EXPENSE	200.00	2%	4.00	15%	30.00	2%	4.00
CITY CLERK								
11-14-30-5110	CITY CLERK SALARY	57,960.00	1%	579.60	2%	1,159.20	5%	2,898.00
11-14-30-5111	ASSISTANT CLERK WAGES	37,706.00	1%	377.06	2%	754.12	5%	1,885.30
11-14-30-5120	CITY CLERK STAFF WAGES	18,236.00	1%	182.36	2%	364.72	5%	911.80
11-14-30-5126	CITY CLERK SEASONAL WAGES	6,000.00	1%	60.00	2%	120.00	5%	300.00
11-14-30-5134	CITY CLERK LIFE INSURANCE	125.00	1%	1.25	2%	2.50	5%	6.25
11-14-30-5136	CITY CLERK RETIREMENT FUND	6,505.00	1%	65.05	2%	130.10	5%	325.25
11-14-30-5152	CITY CLERK SOCIAL SECURITY	9,550.00	1%	95.50	2%	191.00	5%	477.50
11-14-30-5190	POLL WORKERS FEES	4,900.00						
11-14-30-5218	MUNICIPAL CODIFICATION	4,800.00	1%	48.00	2%	96.00	5%	240.00
11-14-30-5310	CITY CLERK OFFICE SUPPLIES	1,100.00	1%	11.00	2%	22.00	5%	55.00
11-14-30-5311	BALLOTS/OTHER ELECTION EXPENS	3,200.00						
11-14-30-5312	POSTAGE-CITY CLERK	5,500.00	1%	55.00	2%	110.00	5%	275.00
11-14-30-5330	CITY CLERK TRAVEL-MILEAGE	800.00	1%	8.00	2%	16.00	5%	40.00
11-14-30-5331	CITY CLERK MEALS,LODGING	900.00	1%	9.00	2%	18.00	5%	45.00
11-14-30-5332	CITY CLRK CONFERENCES & DUES	1,100.00	1%	11.00	2%	22.00	5%	55.00

City of Lake Geneva
 Cost Allocation Plan for Allocation of Administrative Services to Water/Sewer Funds
 2017 Budget 10/18/2016

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	--2017-- BUDGET	Building Inspection		Employee Benefits		Insurance	
			%	Allocation	%	Allocation	%	Allocation
11-14-30-5382	LICENSE/SUPPORT EXPENSE	2,000.00	1%	20.00	2%	40.00	5%	100.00
11-14-30-5399	CITY CLERK MISCELLANEOUS EXP	400.00	1%	4.00	2%	8.00	5%	20.00
ACCOUNTING & DATA PROCERSSING								
11-15-10-5110	ACCOUNTING SALARY	91,000.00	1%	910.00	15%	13,650.00	1%	910.00
11-15-10-5120	ACCOUNTING WAGES	49,455.00	1%	494.55	2%	989.10	1%	494.55
11-15-10-5126	ACCTG PART TIME WAGES	36,220.00	0%	-	35%	12,677.00	0%	-
11-15-10-5134	ACCTG LIFE INSURANCE	650.00	1%	6.50	12%	78.00	1%	6.50
11-15-10-5136	ACCTG RETIREMENT EXP	9,552.00	1%	95.52	12%	1,146.24	1%	95.52
11-15-10-5152	ACCTG SOCIAL SECURITY	13,516.00	1%	135.16	12%	1,621.92	1%	135.16
11-15-10-5212	ACCTG CONSULTANT FEES	2,000.00	1%	20.00	12%	240.00	1%	20.00
11-15-10-5213	INDEPENDENT AUDIT FEES	25,100.00	1%	251.00	12%	3,012.00	1%	251.00
11-15-10-5310	ACCTG OFFICE SUPPLIES	1,000.00	1%	10.00	12%	120.00	1%	10.00
11-15-10-5320	ACCTG PROFESSIONAL DUES	250.00	1%	2.50	12%	30.00	1%	2.50
11-15-10-5332	ACCTG CONFERENCES/TRAINING	1,800.00	1%	18.00	12%	216.00	1%	18.00
11-15-10-5399	ACCTG MISC EXPENSE	250.00	1%	2.50	12%	30.00	1%	2.50
11-15-10-5450	COMPUTER IT SVC & EQUIPMENT	30,000.00	1%	300.00	12%	3,600.00	1%	300.00
CITY HALL BUILDING								
11-16-10-5120	CITY HALL MAINT WAGES	47,178.00	1%	471.78	5%	2,358.90	1%	471.78
11-16-10-5125	CITY HALL MAINT OVERTIME	1,000.00	1%	10.00	5%	50.00	1%	10.00
11-16-10-5134	CITY HALL MAINT LIFE INS	275.00	1%	2.75	5%	13.75	1%	2.75
11-16-10-5136	CITY HALL MAINT RETIREMENT	3,276.00	1%	32.76	5%	163.80	1%	32.76
11-16-10-5152	CITY HALL MAINT SOCIAL SEC	3,686.00	1%	36.86	5%	184.30	1%	36.86
11-16-10-5221	CITY HALL TELEPHONE EXPENSE	10,000.00	1%	100.00	5%	500.00	1%	100.00
11-16-10-5222	CITY HALL ELECTRICITY	45,000.00	1%	450.00	5%	2,250.00	1%	450.00
11-16-10-5224	CITY HALL GAS HEAT	13,000.00	1%	130.00	5%	650.00	1%	130.00
11-16-10-5226	CITY HALL WATER & SEWER EXP	2,100.00	1%	21.00	5%	105.00	1%	21.00

City of Lake Geneva
 Cost Allocation Plan for Allocation of Administrative Services to Water/Sewer Funds
 2017 Budget 10/18/2016

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	--2017-- BUDGET	Building Inspection		Employee Benefits		Insurance	
			%	Allocation	%	Allocation	%	Allocation
11-16-10-5240	CITY HALL BUILDING REPAIRS	22,000.00	1%	220.00	5%	1,100.00	1%	220.00
11-16-10-5310	CITY HALL OFFICE SUPPLIES	3,300.00	1%	33.00	5%	165.00	1%	33.00
11-16-10-5350	CITY HALL BLDG MAINT SUPPLIES	6,000.00	1%	60.00	5%	300.00	1%	60.00
11-16-10-5360	CITY HALL MAINT SERVICE COSTS	16,500.00	1%	165.00	5%	825.00	1%	165.00
11-16-10-5531	CH OFFICE EQUIPMENT CONTRACT	1,700.00	1%	17.00	5%	85.00	1%	17.00
11-16-10-5532	CH POSTAGE METER RENT & EXP	5,000.00	1%	50.00	5%	250.00	1%	50.00
BUILDING & ZONING								
11-24-00-5110	BUILDING INSPECTOR SALARIES	68,850.00	50%	34,425.00	0%	-	0%	-
11-24-00-5120	BUILDING INSPECTION WAGES	44,325.00	50%	22,162.50	0%	-	0%	-
11-24-00-5134	BLDG INSPECTOR LIFE INSURANCE	450.00	50%	225.00	0%	-	0%	-
11-24-00-5136	BLDG INSPECTOR RETIREMENT FUI	7,095.00	50%	3,547.50	0%	-	0%	-
11-24-00-5152	BLDG INSPECTOR SOCIAL SECURITY	8,660.00	50%	4,330.00	0%	-	0%	-
11-24-00-5217	CONTRACT-ELEVATOR INSPECTION	100.00	0%	-	0%	-	0%	-
11-24-00-5218	CONTRACTS-WEIGHTS & MEASURE	5,000.00	0%	-	0%	-	0%	-
11-24-00-5219	CONTRACT BUILDING INSPECTOR	6,000.00	0%	-	0%	-	0%	-
11-24-00-5262	TELEPHONE EXPENSE	660.00	50%	330.00	0%	-	0%	-
11-24-00-5310	BLDG INSPECTOR OFFICE SUPPLIES	3,500.00	50%	1,750.00	0%	-	0%	-
11-24-00-5320	MEMBERSHIP DUES & FEES	200.00	50%	100.00	0%	-	0%	-
11-24-00-5330	BLDG INSPECTOR TRAVEL-MILEAGE	2,800.00	50%	1,400.00	0%	-	0%	-
11-24-00-5331	BLDG INSP-MEALS & LODGING	550.00	50%	275.00	0%	-	0%	-
11-24-00-5332	CONFERENCES & SCHOOL	500.00	50%	250.00	0%	-	0%	-
11-24-00-5399	BLDG INSPECTOR MISC EXPENSES	250.00	50%	125.00	0%	-	0%	-
Total Administration Costs		2,803,659.00		102,475.29		413,829.65		39,670.67

City of Lake Geneva
 Cost Allocation Plan for Allocation of Administrative Services to Water/Sewer Funds
 2017 Budget 10/18/2016

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	--2017-- BUDGET	Building Inspection		Employee Benefits		Insurance	
			%	Allocation	%	Allocation	%	Allocation
Water & Sewer Fund Impact Fee Allocation								
	Total Permits	750						
	Permits with Water & Sewer Impact Fees	30	4.0%	4,099.01				
Employee Benefits Allocation								
	Total Employees	78						
	Employees in the Water & Sewer Funds	12			15.4%	63,666.10		
Insurance Allocation								
	Total Liability & Property	127,067.50						
		23,673.50					18.6%	7,390.90
Total Allocations to Water & Sewer Funds		75,156.01						

City of Lake Geneva
 Cost Allocation Plan for Allocation of Public Works Services to Water/Sewer Funds
 2017 Budget 10/18/2016

	<u>Hours</u>	<u>Times/Year</u>	<u>Annual Hours/Amount</u>
Mowing			
Bocci ball Ct	1	25	25
Sr Hill h2o tower	3	25	75
Host h2o tower	1	25	25
Dodge h2o tower	2	25	50
Commission Bldg	4.5	25	112.5
N Center St bldg	1	25	25
Easement to well 4	1	3	3
2 bldgs at Dunn	1	25	25
Bldg on Edgewood	0.5	25	12.5
Tree/brush trimming at all location	45	1	45
Sweep commission bldg	1	7	7
Stripe commission	2	1	2
Plow Host	0.5	15	7.5
Allendale to Haskins plow	0.25	15	3.75
Total Annual Hours			418.25
Public Works Regular Staff Hourly Rate			41.11
Total Public Works Regular Staff Cost			<u>17,194.26</u>
Management Hours 10%			41.83
Management Rate			55.66
Total Management Cost			<u>2,327.98</u>
Total Public Works Cost			<u><u>19,522.24</u></u>

City of Lake Geneva
Cost Allocation Plan for Allocation of Water/Sewer Services to City Public Works
2017 Budget 10/18/2016

	Annual		
	<u>Hours</u>	<u>Times/Year</u>	<u>Hours/Amount</u>
Administrative Assistant support for Public Work			
Office Manager	4	52	208
Office Manager Rate			<u>43.82</u>
Total Utility Commission Staff Cost			<u>9,114.56</u>

MEMORANDUM TO THE CITY OF LAKE GENEVA

To: Tom Earle, Sylvia Mullally

From: Greg Governatori

Date: October 12th, 2016

Re: Bid Approval and Recommendation for Cove Parking Lot

This memo is in regards to the bid opening for the above referenced project, which was held at 10:00 am on October 12, 2016. Bids were received from seven (7) contractors to complete the project as detailed in the plans and specifications prepared by our office. The Wanasek Corporation from Burlington was the apparent low bidder for this project, with a Bid of \$119,444.00. The below table summarizes the final tab results of the bidders.

	Engineers Estimate	Bidder No. 1 Corporate Contractors, Inc.	Bidder No. 2 DK Contractors, Inc	Bidder No. 3 The Wanasek Corp.
TOTAL BASE BID:	\$135,496.80	\$132,084.00	\$151,540.00	\$119,444.00
	Bidder No. 4	Bidder No. 5	Bidder No. 6	Bidder No. 7
	Willkomm Excavating & Grading	Johnson & Sons Paving	Poblocki Paving	Wolf Paving
TOTAL BASE BID:	\$120,846.45	\$146,888.00	\$168,770.00	\$130,686.75**

** Denotes adjusted bid total due to math error.

Based on the review of the bids, the review of the bidder's qualification statement, it is our recommendation to award the **Cove Parking Lot Project** contract to **The Wanasek Corporation** for the total cost of \$119,444, if so selected by the Public Works Committee. A bid bond of 5% of the contract price, and qualification statement were submitted and complete. The project General Bid Tab is included for your review.

BASE BID:

Cove Parking Lot BASE BID				Engineers Estimate		Corporate Contractors, Inc.		DK Contractors, Inc		APPARENT LOW BIDDER The Wanasek Corp.		Willkomm Excavating & Grading		Johnson & Sons Paving		Poblocki Paving		Wolf Paving*	
Item No.	Item Description	Unit	Bid Qty.	Bid Unit \$	Bid Total \$	Bid Unit \$	Bid Total \$	Bid Unit \$	Bid Total \$	Bid Unit \$	Bid Total \$	Bid Unit \$	Bid Total \$	Bid Unit \$	Bid Total \$	Bid Unit \$	Bid Total \$	Bid Unit \$	Bid Total \$
204.0150	Removing Curb and Gutter	LF	135	\$ 7.00	\$ 945.00	\$ 8.00	\$ 1,080.00	\$ 7.00	\$ 945.00	\$ 12.00	\$ 1,620.00	\$ 5.30	\$ 715.50	\$ 3.00	\$ 405.00	\$ 11.00	\$ 1,485.00	\$ 25.00	\$ 3,375.00
204.0155	Removing Concrete Sidewalk	SY	10	\$ 15.00	\$ 150.00	\$ 35.00	\$ 350.00	\$ 65.00	\$ 650.00	\$ 32.00	\$ 320.00	\$ 32.00	\$ 320.00	\$ 10.00	\$ 100.00	\$ 151.00	\$ 1,510.00	\$ 22.00	\$ 220.00
205.0100	Excavation Common	CY	770	\$ 30.00	\$ 23,100.00	\$ 43.40	\$ 33,418.00	\$ 40.00	\$ 30,800.00	\$ 26.00	\$ 20,020.00	\$ 29.20	\$ 22,484.00	\$ 45.00	\$ 34,650.00	\$ 43.00	\$ 33,110.00	\$ 35.00	\$ 26,950.00
305.0120	Base Aggregate Dense 1 1/4-Inch	TON	826	\$ 20.00	\$ 16,520.00	\$ 19.00	\$ 15,694.00	\$ 30.00	\$ 24,780.00	\$ 20.00	\$ 16,520.00	\$ 19.60	\$ 16,189.60	\$ 22.00	\$ 18,172.00	\$ 34.00	\$ 28,084.00	\$ 28.00	\$ 23,128.00
460.5223	HMA Pavement 3 LT 58-28 S	TON	206	\$ 100.00	\$ 20,600.00	\$ 95.00	\$ 19,570.00	\$ 85.00	\$ 17,510.00	\$ 85.00	\$ 17,510.00	\$ 90.10	\$ 18,560.60	\$ 95.00	\$ 19,570.00	\$ 94.00	\$ 19,364.00	\$ 78.00	\$ 16,068.00
460.5224	HMA Pavement 4 LT 58-28 S	TON	160	\$ 100.00	\$ 16,000.00	\$ 95.00	\$ 15,200.00	\$ 90.00	\$ 14,400.00	\$ 90.00	\$ 14,400.00	\$ 95.00	\$ 15,200.00	\$ 95.00	\$ 15,200.00	\$ 103.00	\$ 16,480.00	\$ 84.00	\$ 13,440.00
601.0407	Concrete Curb & Gutter 18-Inch Type D	LF	871	\$ 14.00	\$ 12,194.00	\$ 19.00	\$ 16,549.00	\$ 30.00	\$ 26,130.00	\$ 18.00	\$ 15,678.00	\$ 18.00	\$ 15,678.00	\$ 37.20	\$ 32,401.20	\$ 22.00	\$ 19,162.00	\$ 17.00	\$ 14,807.00
601.0411	Concrete Curb & Gutter 30-Inch Type D	LF	80	\$ 25.00	\$ 2,000.00	\$ 31.00	\$ 2,480.00	\$ 60.00	\$ 4,800.00	\$ 25.00	\$ 2,000.00	\$ 32.00	\$ 2,560.00	\$ 55.80	\$ 4,464.00	\$ 34.00	\$ 2,720.00	\$ 17.00	\$ 1,360.00
602.0405	Concrete Sidewalk 4-Inch	SF	260	\$ 4.00	\$ 1,040.00	\$ 5.30	\$ 1,378.00	\$ 10.00	\$ 2,600.00	\$ 6.00	\$ 1,560.00	\$ 5.45	\$ 1,417.00	\$ 9.30	\$ 2,418.00	\$ 5.70	\$ 1,482.00	\$ 6.00	\$ 1,560.00
602.0505	Curb Ramp Detectable Warning Field Yellow	SF	8	\$ 35.00	\$ 280.00	\$ 39.00	\$ 312.00	\$ 65.00	\$ 520.00	\$ 45.00	\$ 360.00	\$ 40.00	\$ 320.00	\$ 62.00	\$ 496.00	\$ 42.00	\$ 336.00	\$ 45.00	\$ 360.00
608.0312	Storm Sewer Pipe Reinforced Concrete Class III 12-Inch	LF	23	\$ 75.00	\$ 1,725.00	\$ 83.00	\$ 1,909.00	\$ 230.00	\$ 5,290.00	\$ 100.00	\$ 2,300.00	\$ 94.00	\$ 2,162.00	\$ 100.00	\$ 2,300.00	\$ 96.00	\$ 2,208.00	\$ 200.00	\$ 4,600.00
611.0624	Inlet Covers Type H	EACH	1	\$ 500.00	\$ 500.00	\$ 476.00	\$ 476.00	\$ 850.00	\$ 850.00	\$ 525.00	\$ 525.00	\$ 630.00	\$ 630.00	\$ 1,500.00	\$ 1,500.00	\$ 480.00	\$ 480.00	\$ 850.00	\$ 850.00
611.3230	Inlets 2x3-FT	EACH	1	\$ 2,000.00	\$ 2,000.00	\$ 1,370.00	\$ 1,370.00	\$ 1,635.00	\$ 1,635.00	\$ 2,340.00	\$ 2,340.00	\$ 2,400.00	\$ 2,400.00	\$ 3,500.00	\$ 3,500.00	\$ 6,312.00	\$ 6,312.00	\$ 1,750.00	\$ 1,750.00
628.1504	Silt Fence	LF	365	\$ 2.00	\$ 730.00	\$ 2.20	\$ 803.00	\$ 2.00	\$ 730.00	\$ 3.20	\$ 1,168.00	\$ 2.30	\$ 839.50	\$ 2.48	\$ 905.20	\$ 2.40	\$ 876.00	\$ 3.00	\$ 1,095.00
628.2004	Erosion Mat Urban Class I, Type B (NON-NETTED)	SY	800	\$ 2.00	\$ 1,600.00	\$ 2.80	\$ 2,240.00	\$ 2.00	\$ 1,600.00	\$ 2.25	\$ 1,800.00	\$ 2.65	\$ 2,120.00	\$ 2.86	\$ 2,288.00	\$ 4.20	\$ 3,360.00	\$ 3.00	\$ 2,400.00
628.7015	Inlet Protection Type C	EACH	1	\$ 45.00	\$ 45.00	\$ 83.00	\$ 83.00	\$ 105.00	\$ 105.00	\$ 85.00	\$ 85.00	\$ 116.00	\$ 116.00	\$ 125.24	\$ 125.24	\$ 50.00	\$ 50.00	\$ 115.00	\$ 115.00
637.2220	Signs Reflective Type II	SF	31.25	\$ 20.00	\$ 625.00	\$ 40.00	\$ 1,250.00	\$ 20.00	\$ 625.00	\$ 40.00	\$ 1,250.00	\$ 23.00	\$ 718.75	\$ 25.05	\$ 782.81	\$ 24.00	\$ 750.00	\$ 25.00	\$ 781.25
646.0106	Pavement Marking Epoxy 4-Inch (White)	LF	970	\$ 2.00	\$ 1,940.00	\$ 8.40	\$ 8,148.00	\$ 8.00	\$ 7,760.00	\$ 8.00	\$ 7,760.00	\$ 8.70	\$ 8,439.00	\$ 0.50	\$ 485.00	\$ 9.30	\$ 9,021.00	\$ 9.00	\$ 8,730.00
647.0156	Pavement Marking Arrows Epoxy Type 1	EACH	3	\$ 150.00	\$ 450.00	\$ 223.00	\$ 669.00	\$ 210.00	\$ 630.00	\$ 220.00	\$ 660.00	\$ 230.00	\$ 690.00	\$ 25.00	\$ 75.00	\$ 336.00	\$ 1,008.00	\$ 225.00	\$ 675.00
647.0256	Pavement Marking Symbols Epoxy	EACH	2	\$ 150.00	\$ 300.00	\$ 245.00	\$ 490.00	\$ 235.00	\$ 470.00	\$ 240.00	\$ 480.00	\$ 252.00	\$ 504.00	\$ 25.00	\$ 50.00	\$ 336.00	\$ 672.00	\$ 245.00	\$ 490.00
690.0150	Sawing Asphalt	LF	95	\$ 2.00	\$ 190.00	\$ 5.00	\$ 475.00	\$ 4.00	\$ 380.00	\$ 5.00	\$ 475.00	\$ 3.50	\$ 332.50	\$ 5.00	\$ 475.00	\$ 5.00	\$ 475.00	\$ 1.50	\$ 142.50
690.0250	Sawing Concrete	LF	10	\$ 2.00	\$ 20.00	\$ 13.00	\$ 130.00	\$ 10.00	\$ 100.00	\$ 10.00	\$ 100.00	\$ 23.00	\$ 230.00	\$ 5.00	\$ 50.00	\$ 10.00	\$ 100.00	\$ 45.00	\$ 450.00
SPV.0060.01	Sign Post V-LOC Sign Support & Square Post	EACH	8	\$ 120.00	\$ 960.00	\$ 190.00	\$ 1,520.00	\$ 170.00	\$ 1,360.00	\$ 190.00	\$ 1,520.00	\$ 185.00	\$ 1,480.00	\$ 200.39	\$ 1,603.12	\$ 262.00	\$ 2,096.00	\$ 180.00	\$ 1,440.00
SPV.0105.01	Traffic Control	LS	1	\$ 1,000.00	\$ 1,000.00	\$ 1,130.00	\$ 1,130.00	\$ 1,270.00	\$ 1,270.00	\$ 1,793.00	\$ 1,793.00	\$ 2,300.00	\$ 2,300.00	\$ 104.43	\$ 104.43	\$ 7,229.00	\$ 7,229.00	\$ 1,500.00	\$ 1,500.00
SPV.0180.01	Type A (629.0205), Seeding Mix No. 40 (630.0140).	SY	800	\$ 10.00	\$ 8,000.00	\$ 6.70	\$ 5,360.00	\$ 7.00	\$ 5,600.00	\$ 9.00	\$ 7,200.00	\$ 5.55	\$ 4,440.00	\$ 5.96	\$ 4,768.00	\$ 13.00	\$ 10,400.00	\$ 5.50	\$ 4,400.00
TOTAL BASE BID				\$ 135,496.80	\$ 132,084.00	\$ 151,540.00	\$ 119,444.00	\$ 120,846.45	\$ 146,888.00	\$ 168,770.00	\$ 130,686.75								

Mr. Oborn questioned if they are building a small cell network. Mr. Wendt said yes. Mr. Oborn asked if there is an alternative, such as going on top of our lighting poles that already exist. Mr. Wendt answered it would be too much in this particular area. The particular pole is at 75ft. He described how the network works. He didn't think there was anything in the location they are applying for that they could attach to. Mr. Gelting asked if this particular location was chosen because it is in the right of way. Mr. Wendt said this is about the existing data network; this is not about dropped calls. There is a need in that area for additional data. Mr. Wendt confirmed there is an economic concern but they are not a carrier. Mr. Hedlund questioned the type of pole that is being used. Mr. Wendt explained the pole handles the structural load appropriately and is an easy install. Mr. Gelting asked why this wouldn't be underground. Mr. Wendt said they can't go underground. Mr. Kordus said if they are within the ordinance, they are pro forma. Mr. Oborn said he thinks the ordinance gives them some flexibility in trying to find suitable locations. DPW Earle added they have been working with us on that. Mr. Skates feels the school should be contacted about this and asked about timing. Mr. Wendt said probably first quarter 2017. Mr. Earle thinks the "mother" pole should be put in first. Mr. Wendt said when they met with staff and wanted to adjust things, essentially there is some reengineering of the radio frequency. Ms. Flower noted she would like to see where they want all of the poles to be. Mr. Wendt stated at this time the only request he has is the one before the committee, he can't answer any more than that. He would likely be submitting a secondary pole soon. Mr. Oborn asked what communities have the network already. Mr. Wendt said there are not any installed in Wisconsin yet. There is one going up in Janesville in November. There is a network in Minneapolis, Atlanta and Los Angeles. This pole would be dependent on another pole but they are capable of being hooked directly into fiber if there is fiber available. Mr. Kordus said he would like to see something other than a 75ft douglas fir pole.

Kordus/Flower motion to continue this to the November meeting. Carried unanimously.

Discussion/Recommendation on Luke II Maintenance Agreement Proposal

Parking Manager Mullally presented and recommended the renewal agreement for the meter maintenance, software, and hardware. A new meter was added at parking lot I. This was implemented in 2013. At the time it was roughly \$1,100 per meter. We renegotiated to \$925. She noted a lot of the preventative maintenance is done in house.

Kordus/Gelting motion to approve the parking meter maintenance agreement pending attorney review not to exceed \$62,900. Motion carried unanimously.

Discussion/Recommendation on Parking lot proposals for 227 South Lakeshore lot

DPW Earle stated there were 7 bids. The gamut ran from almost \$169,000 to the projected bid that we are looking at from the Wanasek Corp in Burlington for \$119,444. This is the one that was approved by Council. Mr. Earle stated this is a typical scenario in this fashion with a parking lot. Contractors are dependent upon one or two of the other for their material. There are only two places that are asphalt producers. They could start fairly quickly after Council approval. The luxury that we have on this project is they can start and do what they can do as the weather holds. They can stop and wait until spring to finish at our discretion. He would highly recommend moving forward with this.

Hedlund/Skates motion to award the bid to Wanasek Corporation not to exceed \$119,444. Motion carried unanimously.

Discussion/Recommendation on the Public Works Budget

Mr. Skates is concerned about the money allotted for trees and watering. Mr. Earle replied it was discussed in the budget to increase part-time staff to cover a person that may potentially water. Watering is a reality if it is a dry spring. There is \$20,000 budgeted for the purchase of the trees, not for the replacement of trees. He feels \$5,000 could buy enough replacement trees to get us through the year. He thinks as a whole, they need to look at taking care of the trees we have before planting more. Mr. Earle thought the watering contract covered two seasons but needs to check on that. There were questions regarding salt as well. Mr. Earle stated we are right where we need to be with regard to salt.

Adjournment

Gelting/Hedlund motion to adjourn. Motion carried unanimously at 6:07pm.

/s/ Stephanie Gunderson, Assistant City Clerk

THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE PUBLIC WORKS COMMITTEE

CITY OF LAKE GENEVA

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



Memorandum

Date: October 21, 2016

To: Finance, License & Regulation Committee

From: Blaine Oborn, City Administrator

Subject: Discussion/Action on approval of a 48 month Lease Agreement with Martin Group in the amount of \$158.30 per month for a copy machine located at the Fire Department

The Fire Department is currently operating with a loaner copier. The Fire Department has priced purchasing and leasing a copier from three firms. The Fire Department previously leased the copier and recommends leasing a copier again. The City received a quote from Martin Group based in Lake Geneva for \$158.30 per month. The two other quotes are for \$155.24 and \$159.50. The Fire Department is currently with the Martin Group and is satisfied with their service and would like to continue with their service. Martin Group's bid, although not the lowest, is competitive with the price and increased accessibility for service. The funds for the lease are already in the Fire Department Budget.



MARTIN GROUP
driven by people™

City of Lake Geneva

Proposed For: Dennis Jordan

Total Payments

Purchase	\$3,116.25
48 & Service	\$158.30



Service Details

Total Mono Vol	2,000
Mono cpc	\$0.01750
Total Color Vol	500
Color cpc	\$0.08020
Overage Billed	Monthly

Service Package



Includes

Unlimited service calls; all parts; all labor; and all supplies, including toner.

Excludes

Paper, print servers, peripherals, fax boards, imaging system and staples.

Digital MFP Support Package

First Year Price: Free

Includes professional network installation, support and maintenance on MFP and peripherals for one year. Also includes Fleetview Software for automated meter read collection and enhanced service data availability. Our Scope of Work outlines everything we do to assure your satisfaction.

The content of this proposal is confidential and proprietary information and intended for the above named only. The contents herein may not be reproduced without the specific written permission. Pricing in this proposal is good for 30 days from date listed above. Pricing does not include applicable taxes.

www.martingroup.com



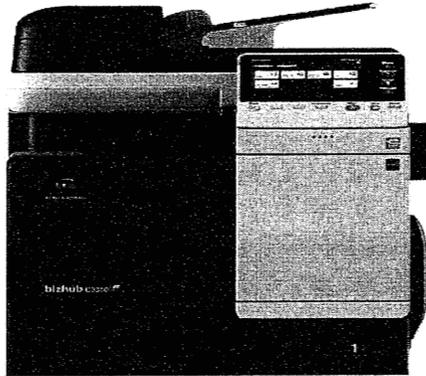
MARTIN GROUP
driven by people™

City of Lake Geneva

September 19, 2016

Proposed For: Dennis Jordan

Konica Minolta bizhub C3350 Color Multifunction System



Device Details

Pages per Minute:	print & copy = 35 pages per min
Document Feeder (cap/ppm):	50 sheets/ 37 opm
Scanning:	Color; e-mail, USB, FTP, SMB, HDD, WebDAV,
Duplexing:	Standard
Paper Sizes:	up to 8.5x14 - legal
Paper Weights:	up to 210 gsm
Standard Paper Capacity:	650 sheets
Maximum Paper Capacity:	1,650 sheets
Print Controller:	Include PCL5e/c, PCL XL, XPS & PostScript3
Eco-Printing:	Energy Star Compliant
Additional Info:	320GB hard drive; 1GB RAM
	7" Color LCD WVGA (Electrostatic Touch Panel)
	Super G3 fax
	PageScope Utilities

Photo shows a fully configured system

Device Configuration

Konica Minolta bizhub C3350 Color Multifunction System

- DK-P03 Copy Desk
- ESP Digital QC 120/15 Networked Surge
- FK-512 Fax Kit
- MK-738 Mount Kit for Fax Unit
- PF-P13 Paper Feed Unit
- Surge Network Cable



We look forward to developing a successful partnership with you!

John Stensland
stenslandj@martingroup.com
(262) 248-8911

www.martingroup.com

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

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

4

Application Period:

Application Date:

8/25/2016

To (Owner):

City of Lake Geneva

From (Contractor/Vendor/Grantee):

Michaels's Signs

Via (City Official/Engineer)

Director of Public Works & Utilities

Project:

4) Downtown Signage

Contract/Quote:

Sign Materials

Application for Payment - Change Order Summary

Number	Additions Due From City	Deductions (Unused)
Total		

1. Current Contract/Quote/Grant Amount	56,988.50
2. Less Previous Non Escrow Payments	-
3. Balance of Escrow	56,988.50
4. Less Previous Escrow Payments	45,590.80
5. Plus/Less Change Orders	-
6. Balance Available	11,397.70
7. Amount Due this Application	11,397.70

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.

4

Application Period:

Application Date:

10/14/2016

To (Owner):

City of Lake Geneva

From (Contractor/Vendor/Grantee):

Michaels's Signs

Via (City Official/Engineer)

Director of Public Works & Utilities

Project:

4) Downtown Signage

Contract/Quote:

Sign Installation

Application for Payment - Change Order Summary

Number	Additions Due From City	Deductions (Unused)
Total		

1. Current Contract/Quote/Grant Amount	31,642.00
2. Less Previous Non Escrow Payments	-
3. Balance of Escrow	<u>31,642.00</u>
4. Less Previous Escrow Payments	25,300.00
5. Plus/Less Change Orders	-
6. Balance Available	<u>6,342.00</u>
7. Amount Due this Application	<u>5,342.00</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

Council Agenda Item 11.i. Draft Language for Sidewalk Right of Way Permit for Creameries

Sec. 62-67 Exceptions.

[Code 1992, § 8.03(2)]

The prohibitions of Section **62-66** shall not apply to the following:

(1) Awnings, canopies and other permissible rooflike structures of which the hardware or firm portions do not extend at any point lower than seven feet above the sidewalk, street or alley, or of which the flexible cloth curtain or valance portions do not extend at any point lower than six feet, eight inches above the sidewalk, street or alley.

(2) Public utility encroachments authorized by the City.

(3) Goods, wares, merchandise or fixtures being loaded or unloaded which do not extend more than three feet on a sidewalk, provided such goods, wares, etc., do not remain thereon for more than three hours.

(4) Building materials when placed upon the street, alley or sidewalk, upon conditions prescribed by the City which may require such materials to be protected by barricades or appropriate lights. Parking metered areas require a permit from the Police Department.

(5) The delivery of fuel and other supplies for the occupant of any building on any business street by the backing of a truck or delivery vehicle on the first six feet of the sidewalk measured in from the curb, under the supervision of the Police Department between 9:00 p.m. and 10:00 a.m. on any day of the week, except Saturday and Sunday.

(6) Restaurants issued sidewalk cafe permits by the City Clerk for restaurant tables subject to the following conditions:

[Added 1-23-2012 by Ord. No. 12-02; 2-11-2013 by Ord. No. 13-04]

a. "Restaurant" means an establishment defined in § 254.61(5) Wis. Stats.

b. The use of sidewalks for restaurant tables shall only be permitted incidental to the operation of a restaurant which is contiguous to the sidewalk and within the side property lines of the contiguous restaurant under the following conditions:

1. The restaurant tables and seats shall not be located closer than two feet from the curb of the street as measured by the closest edge of the table or seat with an occupant seated therein to the street.

2. Bollards shall be strategically located at either end, and along the street edge of the outdoor restaurant seating area. Said bollards shall be temporary and not affixed to the sidewalks. From November 1 to April 30 said bollards, tables, and seats shall be removed each night when the restaurant closes.

3. All permittees shall ensure that all tables, chairs and bollards are properly secured during closing hours. Permittees shall be responsible for damage caused by their unsecured tables, chairs and bollards, regardless of fault. Damage caused by improperly secured tables, chairs and bollards on more than one occasion may be grounds for revocation of the permit.

4. The restaurant applicant is able to meet all other existing requirements for the issuance of a permit to place restaurant tables on the public sidewalk.

5. Signs or other equipment shall not be attached to public amenities such as light poles, trees, planters, benches, street signs, etc.

6. All forms of heating devices are prohibited within the sidewalk cafe area.

7. All furnishings such as, but not limited to, bollards, umbrellas, tables, and chairs shall not include signage, logos, or text.

8. Primary (red, blue, and yellow) colors and fluorescent day glow and/or neon colors shall not be permitted. Where such colors constitute a component of a standardized corporate theme or identity, muted versions of such colors shall be used.

9. A minimum of one table shall be handicap/wheelchair accessible.

c. The application for the permit shall first be reviewed by the Director of Public Works and the Police Department, and no permit shall be issued unless a report is made by the Director of Public Works and the Police Chief that the proposed use will not unreasonably interfere with pedestrian or vehicular traffic.

1. A detailed, scaled plan of the proposed sidewalk cafe is required with the application.

d. In no event shall the uses permitted by this exception reduce the open portion of any sidewalk to less than five feet.

e. Alcohol may be served at or consumed at restaurant tables located on the sidewalk under the following conditions:

1. Bollards shall be connected in such a manner that the area where the restaurant tables are located appears as an enclosed area.

2. The holder of sidewalk cafe permit has properly included the sidewalk area under a properly issued alcohol beverage license. Service of alcoholic beverages in sidewalk cafes shall stop no later than 11:00 p.m. with all alcohol removed or

consumed by 11:30 p.m. and the sidewalk cafe closing no later than 12:00 midnight.

3. Signage shall be displayed indicating that alcohol beverages may not be carried outside of the enclosed seating area.

4. Food service shall be required to be available at all times the sidewalk cafe is serving alcohol.

f. No permit shall be issued pursuant to this exception, unless the applicant furnishes to the City Clerk evidence of public liability insurance naming the City as a party insured insuring the City against liability resulting from the uses permitted herein. The coverage shall be in an amount not less than \$1,000,000.

g. Persons issued permits pursuant to this article shall maintain the sidewalk area in a clean, safe, and sanitary condition.

h. The annual permit fee for a sidewalk cafe permit shall be based upon the number of seats seated at a table. The number of seats at any table will be limited by the application and the permit fee paid. The fee per seat shall be set by resolution.

i. The permit fee issued hereunder is a privilege and not a right. A restaurant shall not permit tables and chairs to be placed on the sidewalk without a permit. A permit is valid from July 1 to June 30 of the following year. The permit may be revoked at any time for any reason in the sole discretion of the City, and the City is not obligated to return the permit fee will refund prorata a portion of any fee.

j. The permittee must submit an amended application and scaled plan and receive approval from the Director of Public Works and the Police Department prior to changing the layout or adding seats to the sidewalk cafe area.

(7) Penalties and Enforcement. A person or business that violates the provisions of Sec. 62- 67 shall be subject to a forfeiture as established by resolution by the City Council from time to time. Each day a violation continues shall constitute a separate offense. The Code Enforcement Officer or Building Inspector shall have authority to enforce the provisions of this section. The City may also seek equitable relief, including injunctions, to gain compliance.

(8) Businesses whose primary sales are confectionary goods and creamery goods and who are issued a permit by the City of Lake Geneva Department of Public Works under the following conditions:

a. The Department of Public works has the sole discretion to grant or deny any permit for any obstructions on the City sidewalks and rights of way.

b. A precise plan showing the items to be placed on the sidewalk shall be provided by the applicant.

c. The applicant shall provide public liability insurance in an amount not less than \$1,000,000.00 per incident and which shall name the City of Lake Geneva as an additional insured insuring and indemnifying the City of Lake Geneva for any deaths, injuries, or property damage resulting from uses authorized by the permit herein.

d. The placement and removal of any obstructions authorized herein shall be on a schedule established by the Department which schedule shall be at the sole discretion of the City of Lake Geneva Department of Public Works.

e. An application fee shall be established by resolution by the City Council from time to time.

f. Enforcement shall be as provided in subsection (7).

CITY OF LAKE GENEVA

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



Memorandum

Date: October 21, 2016
To: Finance, License & Regulation Committee
From: Blaine Oborn, City Administrator
Subject: Discussion/Recommendation on change in Dog License Fees

The County is increasing their portion of the City Dog License fee from \$9.00 for Spayed/Neutered in 2016 to \$10.00 in 2017 and from \$24.00 for Unspayed/Unneutered in 2016 to \$27.00 in 2017. It is recommending that the City adjust rates accordingly.

The 2016 area rates are as follows:

Lake Geneva:	Spayed/Neutered \$13.00	Unspayed/Unneutered \$25.00
Elkhorn:	Spayed/Neutered \$12.00	Unspayed/Unneutered \$27.00
Delavan:	Spayed/Neutered \$15.00	Unspayed/Unneutered \$25.00

It is too early to tell how the comparison cities will adjust their rates due to the increases from the County.

It is recommended that the 2017 City of Lake Geneva Dog License Fees for Spayed/Neutered increase from \$13.00 to \$14.00 and for Unspayed/Unneutered increase from \$25.00 to \$29.00.



Resolution 16-R50

The Common Council of the City of Lake Geneva does hereby establish the following revised schedule of fees, effective October 24, 2016.

SCHEDULE OF FEES

CITY OF LAKE GENEVA, WISCONSIN

The City of Lake Geneva may retain overpayments of taxes, fees, licenses, and similar charges when the overpayment is \$2 or less, unless such refund is specifically requested by the remitter.

LICENSES & PERMITS	
ALCOHOL LICENSE FEES * STATUTORY LIMITS	
Temporary Retailer's	\$10.00 Each
Provisional/Temp. Operator (60 days)	\$15.00 each
Operator	\$50.00 Annual Prorated after January 1 to \$30.00
Class A Liquor	\$500.00
Class A Beer	\$100.00
Class C Wine	\$100.00
Class B Liquor (Quota License)	\$500.00
Class B Beer	\$100.00
Reserve Class B Liquor	\$10,000.00
Change of Agent	\$10.00
Publication Fee	\$25.00
Extension of Premises	\$25.00
ANNEXATION FILING FEE - DUE UPON PETITION	\$200.00
AMUSEMENTS	
Coin Operated music machine/juke box	\$20.00 per machine
ASSESSMENT REQUEST LETTER	\$35.00 each
BANNER PERMIT	\$20.00 per banner per two-week time period
BUSINESS LICENSE	\$25.00 Annual
Late fee after July 1	\$20.00 (in addition to license fee)
CAT LICENSE	
Not Spayed/Neutered	\$8.00 Annual
Spayed/Neutered	\$4.00 Annual
Late fee after April 1, or 30 days after adoption of new animal if adoption occurs after April 1	\$5.00 (in addition to license fee)
DOG LICENSE	
Not Spayed/Unneutered	\$29.00 \$25.00 Annual
Spayed/Neutered	\$14.00 \$13.00 Annual
Late fee after April 1, or 30 days after adoption of new animal if adoption occurs after April 1	\$5.00 (in addition to license fee)
BOWLING ALLEY	\$20.00 per lane
BILLIARDS OR POOL TABLE	\$40.00 per table
CARRIAGE COMPANY LICENSE	\$50.00 Annual
Each Additional Carriage	\$25.00
CLOSING OUT SALE	\$25.00 event
CIGARETTE/TOBACCO LICENSE * STATUTORY	\$100.00 Annual

DIRECT SELLERS PERMIT	\$50.00 nonrefundable application fee
MASSAGE ESTABLISHMENT	
Investigation	\$50.00 Annual
Transfer	\$50.00
MOBILE HOME PARK LICENSE	\$100.00 Annual
PARADE PERMITS	\$25.00 nonrefundable application fee
CITY PARK PERMITS RENTAL FEES ARE PER DAY, PER LOCATION	\$25.00 nonrefundable application fee
49 Attendees or less	
Non-Profit Organization	\$50.00 deposit, \$30.00 Rental
Resident	\$50.00 deposit, \$30.00 Rental
Non-Resident	\$100.00 deposit, \$75.00 Rental
50 to 149 Attendees	
Non-Profit Organization	\$100.00 deposit, \$55.00 Rental
Resident	\$100.00 deposit, \$55.00 Rental
Non-Resident	\$150.00 deposit, \$125.00 Rental
150 or more Attendees	
Non-Profit Organization	Deposit Determined by Park Board, \$105.00 Rental
Resident	Deposit Determined by Park Board, \$105.00 Rental
Non-Resident	Deposit Determined by Park Board, \$225.00 Rental
ADDITIONAL PARK AMENITIES	
Brunk Pavilion Rental	\$250.00 Resident/Non-Profit \$500.00 Non-Resident
Benches	\$50.00 deposit, \$5.00 each
Picnic Tables	\$50.00 deposit, \$15.00 each
Barricades	\$50.00 deposit, \$5.00 each
Fencing - Snow	\$30.00 per 50 feet
Trash Receptacles	\$50.00 deposit, \$8.00 each
PARKING STICKERS	
Resident & Non-Resident Residence Owners - Lasts 2 years (even) - 2 hours free parking	4 free per residence each additional \$25.00
Resident Replacement Sticker (Requires City Administrator Approval)	\$25.00
Business Owner - 2 hours free parking	\$25.00 Lasts 2 years (even) \$25.00 for 1 year (effective Jan. 1 2017) \$50.00 (effective Jan. 1, 2018)
Walworth County Resident - 2 hours free parking	\$160.00 Lasts 2 years (even) \$80.00 for 1 year
Parking Lot Permit	\$400.00 Annual

PARKING RATES	
Space rate	\$1.00 per hour
Parking Meter Bags/Contractor Permits	\$10.00 administrative fee \$25.00 deposit per locked bag March 1 – Nov 14: \$20.00 daily per bag Nov 15 – Feb 29: \$10.00 daily per bag
PARKING TICKETS	
Expired Stall (Over 2 hours; Over 5 hours; Over 25 min.)	\$20.00
More than 3 motorcycles	\$20.00
Improper Use or Display of Sticker	\$20.00
Backed into parking stall	\$25.00
Compact Car Only	\$25.00
No Parking Zone	\$25.00
Over the Line	\$25.00
Parking by fire hydrant	\$40.00
Handicap Zone	\$150.00
LATE FEES	
Expired Stall After 10 days	\$40.00
More than 3 motorcycles After 10 days	\$40.00
Backed into parking stall After 10 days	\$50.00
Compact Car Only After 10 days	\$50.00
No Parking Zone After 10 days	\$50.00
Parking by fire hydrant	\$80.00
Handicap Zone	\$300.00
Second Collection Letter Fee	\$6.00
Vehicle Suspension Release Fee	\$20.00
PUBLIC ASSEMBLY PERMIT	Free
PUBLIC RECORDS REQUESTS * STATUTORY	
Photocopies (can include hourly wage for gathering data)	\$0.25 per page
REISSUE CHECK FEE	\$25.00
RETURNED CHECK FEE (NSF)	\$30.00 each
ROOM TAX LICENSE	\$10.00 Annual
SHOWS, CIRCUS, CARNIVALS	
Circus	\$50.00 per day
Tent Show - Day 1	\$15.00
Tent Show - Each Additional Day	\$10.00
All Other	\$2.00 per day
SIDEWALK CAFÉ PERMIT	\$15.00 per seat Annual
STREET USE PERMIT	\$25.00 nonrefundable application fee
Up to two days	\$40.00
More than two days	\$100.00
TAX EXEMPT REPORT FILING (every other year)	\$20.00
Late Fee	\$20.00
TAXI CAB COMPANY LICENSE	\$50.00 Annual
Each Additional Car	\$25.00
TAXI CAB DRIVER LICENSE	\$25.00 Annual

THEATER LICENSE	
Up to 1,200 seats	\$200.00
Over 1,200 seats	\$275.00
TRAPPING PERMIT	\$25.00 Annual
CITY HALL MEETING ROOM RENT	\$25 per event

LAKEFRONT		
BEACH (Open Memorial Day thru Labor Day - no glass containers allowed)		
Children age 6 and under		Free
Children age 7-12		\$4.00 per day
Ages 13 to Adult		\$7.00 per day
Resident Beach Tags (Maximum 6 per Household)		\$3.00 per tag
Seasonal Pass Adult 13 and up		\$70.00 per year
Seasonal Pass Child 7-12		\$40.00 per year
Beach Use Permits Rental Excludes Beach Operating Hours Memorial Day through Labor Day 9:00am to 5:00pm Rental Fees are Per Day		\$25.00 nonrefundable application fee
49 Attendees or less		
Non-Profit Organization		\$50.00 deposit, \$30.00 Rental
Resident		\$50.00 deposit, \$30.00 Rental
Non-Resident		\$100.00 deposit, \$75.00 Rental
50 to 149 Attendees		
Non-Profit Organization		\$100.00 deposit, \$55.00 Rental
Resident		\$100.00 deposit, \$55.00 Rental
Non-Resident		\$150.00 deposit, \$125.00 Rental
150 or more Attendees		
Non-Profit Organization		Deposit Determined by Piers, Harbors & Lakefront, \$105.00 Rental
Resident		Deposit Determined by Piers, Harbors & Lakefront, \$105.00 Rental
Non-Resident		Deposit Determined by Piers, Harbors & Lakefront, \$225.00 Rental
Beach Bathrooms - Opening/Cleaning		Hourly Rate
BOAT LAUNCH PERMIT		
One-Time Launch	Resident	Non-Resident
Non-Trailer Non-Motor	\$7.00	\$8.00
Less than 20 feet	\$10.00	\$11.00
20 feet to 25 feet 11 inches	\$14.00	\$21.00
26 feet and over	\$16.00	\$24.00
Season Launch Permit	Resident	Non-Resident
Non-Trailer Non-Motor	\$70.00	\$80.00

Less than 20 feet	\$100.00	\$110.00
20 feet to 25 feet 11 inches	\$140.00	\$210.00
26 feet and over	\$160.00	\$240.00
BUOY/SLIP RATES ESTABLISHED ANNUALLY BY RESOLUTION		
Season Launch Pass for Kayaks, Canoes and Paddleboards (non-trailer, non-motor)	\$30.00 per year	
RIVIERA RENTALS <i>Maximum attendees is 380</i>		
Security Deposit	\$1,000.00	
Resident Rental Fee (Friday, Saturday, Sunday)	\$2,500.00	
Non-Resident Rental Fee (Friday, Saturday, Sunday)	\$3,000.00	
Resident & Non-Resident Weekday Rental Fee (Monday - Thursday)	\$500.00	
Not-for-Profit Group Rental Fee	\$400.00	
Per Hour Set Up Fee	\$20.00 per hour	
Security Guards for Event (2)	Additional Renter Expense- Hourly Rate	
Extra Security Guard over 250 attendees	Additional Renter Expense - Hourly Rate	
BUILDING & ZONING		
Building		
Minimum permit fee for all building permits	\$50.00	
Residences -		
One & Two family & attached garage (new, addition and alterations)	\$0.31 / sq. ft.	
Accessory buildings & garages	\$0.22 / sq. ft.	
Decks	\$0.10 / sq. ft., or \$50.00 minimum	
Residences - Apartments, Three family & over, Row Housing, Multiple Family Dwellings, Institutional (new, addition and alterations)	\$0.31 / sq. ft.	
Local Business, Office Building (new, addition or alteration)	\$0.30/ sq. ft.	
Manufacturing or Industrial (new, addition or alteration)	\$0.25 / sq. ft.	
Permit to start construction	\$100.00 (1-2 family) \$150.00 (all others)	
Residential Roofing and Siding	\$50.00	
All other buildings, structures, alterations, residing, reroofing, repairs, where square footage cannot be calculated	\$10.00 / \$1,000.00 valuation	
Commercial/Industrial Exhaust Hoods and Exhaust Systems	\$75.00 / Unit	
New Residential Heating	\$100.00 first unit, \$50.00 each additional unit.	
Replacement Residential Heating	\$50.00 / unit	
Commercial New or Replacement Heating	\$100.00 / unit, up to and including 150,000 BTU units. Additional fee of \$16.00 / each 50,000 BTU fraction thereof up to a maximum of \$750 / unit.	

Heating and Air Conditioning Distribution Systems	\$2.00 / 100 sq. ft. of conditioned area with a minimum fee of \$50.00
Commercial Air Conditioning - Other than Wall Units (new or replacement)	\$100.00/ unit up to 5tons or 60,000 BTU's. Additional fee of \$16.00 each ton or 12,000 BTU's or fraction thereof up to a maximum of \$750.00 / unit.
Residential Air Conditioning - Other than Wall Units (new or replacement)	\$50.00 / unit
Permanently installed Wall unit	\$20.00 / unit
Wrecking or Razing - Building Inspector may waive fee if structure is condemned	\$75.00 (One or Two Family Residences and Accessory Structure over 250 sq. ft.)
Commercial / Industrial Razing	\$250.00
Moving buildings over public right-of-ways	\$150.00 plus \$0.03 / sq. ft.
Fuel Tanks	\$50.00 administrative fee / tank for installation or removal
Re-Inspections	\$50.00 / inspection
Commercial Electrical Re-Inspections	\$100.00 / Inspection
Plan Examination:	
One and Two Family Residence	\$100.00
Apartments, Three Family Residence, Row Housing, Multiple family Building	\$75.00 plus \$10.00 /unit
State Approved Plans	\$50.00
Commercial, Industrial, Institutional & Additions	\$150.00
State Approved Plans	\$50.00
Heating Plans, Energy Calculations, or Lighting Plans submitted separately	\$75.00 / Plan
Additions, Alterations to 1 & 2 Family Dwellings	\$50.00
Accessory building over 240 sq. ft., and decks for 1 & 2 family dwellings	\$40.00
Special Inspections and Reports	\$100.00 / inspection
Wisconsin Uniform Building Permit Seal	\$35.00
Occupancy Permit - Residential	\$50.00
Commercial and Industrial	\$100.00
Temporary (6 months or less)	\$75.00
Plumbing Permit	\$12.00 / fixture, drain or device, \$50.00 minimum. \$1.00 / lineal foot of sewer or private water main, \$50.00 minimum.
Residential Electrical Permit - for minor installations with fees not exceeding \$5.00, the permit fee may be waived by the inspector.	\$0.10 / sq. ft. of area served or \$1.00 per device box - If area cannot be calculated, \$50.00 minimum.
Commercial Electrical Permit - for minor installations with fees not exceeding \$5.00, the permit fee may be waived by the inspector.	\$0.10 / sq. ft. of area served or \$1.00 per device box - If area cannot be calculated, \$100.00 minimum.

New Residential Electrical Service	\$100.00 / Service
Residential Service Update	\$75.00 / Service
Residential Sub-Panel	\$50.00 / Panel
Residential Generator	\$75.00 (includes gas piping)
Commercial Service (New or Update)	\$150.00 First 200 Amps, \$25.00 each additional 100 Amps.
Commercial Sub-Panel	\$50.00 First 100 Amps, \$10.00 each additional 100 Amps.
Commercial Generator	\$150.00 (includes gas piping)
Commercial Low Voltage	\$1.00 / Device, \$75.00 Minimum
Commercial Exterior Light Fixture Replacement	\$100.00 per site
Erosion control fees:	
New One and Two Family Buildings	\$100.00 / lot
One and Two Family Additions and Accessory Structures	\$50.00
Multi-Family Residential, Commercial, Industrial and Institutional	\$150.00/Building, plus \$5.00/1,000 sq. ft. disturbed lot area up to \$2,000.00 max.
Other	\$40.00
Triple Fees: Upon failure to obtain a permit before work on a building has been started, except in emergency cases, the total fee shall be triple the total fees charged.	
NOTE: Fees shall be charged on gross square footage defined as follows:	
<ul style="list-style-type: none"> • The exterior dimensions, including attached garage and each floor level • Unfinished areas of basements of one and two family dwellings are not included. 	
NOTE: In determining costs, all construction shall be included with the exception of heating, air conditioning, electrical or plumbing work.	
NOTE: All fee amounts shall be rounded up to the next full dollar amount.	
NOTE: An additional fee for plan review may be assessed at the time of application for renewal of the permit.	
Zoning	
Text Amendment (per Section 98-902)	\$300.00
Zoning Map Amendment (per Section 98-903)	\$400.00
Conditional Use (per Section 98-905)	\$400.00
Per Section 98-407(3)	\$100.00
Temporary Use (per Section 98-906)	\$50.00
Sign Permit (per Section 98-907)	\$50.00 minimum or \$0.35 / sq. ft. of sign area *
Site Plan (per Section 98-908)	\$400.00 *

Certificate of Occupancy (per Section 98-909)	\$50.00 *
Variance (per Section 98-910)	\$300.00 *
Interpretation (per Section 98-911)	\$150.00 *
Appeal (per Section 98-912)	\$300 *
Filing or Recording fee with City Clerk, plus actual recording fee.	\$10.00
Zoning Permit	\$50.00
PD Zoning Map Amendment	\$750.00 (Includes 1 PIP Review)
PIP Review	\$400.00
* Base fee may be modified by Subsection (4) of Section 98-935, Fees of the Zoning Code	
CEMETERY FEES	
Opening Grave - Weekdays (Full Burial)	\$675.00
Opening Grave - Saturdays (Full Burial)	\$800.00
Opening Grave - Weekdays (Cremation)	\$450.00
Opening Grave - Saturdays (Cremation)	\$525.00
Two cremations buried in same grave at one time	\$100.00 extra charge
Opening Grave - Weekdays - Baby Under 1 Year	\$200.00
Opening Grave - Saturdays - Baby Under 1 Year	\$300.00
Grave (50% Perpetual Care)	\$650.00
Grave - Single Cremation (50% Perpetual Care)	\$400.00
Grave - Double Cremation (50% Perpetual Care)	\$500.00
Columbarium Niche (includes opening & inurnment) (\$200 Perpetual Care)	\$1,200.00 \$1,000.00 bottom row
2 nd Inurnment if Niche allows for two	\$150.00 additional
Niche Door Inscriptions	\$240.00
Frost Charges (November 1 to March 15)	\$75.00
Stake Out Fee for Foundations	\$50.00
Foundation Charges	\$0.40 per square inch
Use of Cemetery for Functions	20% of Gross Receipts
FIRE DEPARTMENT FEES	
Fees for Apparatus and Personnel	1 hour minimum and fractions thereafter on hourly rates unless stated otherwise
Chief, Deputy Chief or Assistant Chief	\$21.00/hr.
Fire and EMS Personnel	\$21.00/hr.
Engine/Squad	\$550.00/hr.
Truck (aerial apparatus)	\$875.00/hr.
Brush Truck	\$300.00/hr.
Air Boat	\$300.00/hr.
Technical Rescue and Utility	\$500.00/hr.
Chief, Deputy Chief, Assistant Chief, or Command Vehicle	\$50.00/hr.
Utility	\$50.00/hr.
Ambulance	\$175.00/hr.
EMS First Responder and Transport Fees	
Residents Fee	\$100.00 per call
Non-Resident Fee	\$150.00 per call

Ambulance Transport Fee Schedule	
Advanced Life Support Base Rate	\$750.00
Advanced Life Support Base Rate (ALS2)	\$850.00
Advanced Life Support Base Rate (Intercept)	\$918.89
Advanced Life Support Base Rate (Intercept ALS2)	\$1010.47
Equal Level Staffing Mutual Aid	\$300.00
Basic Life Support Base Rate	\$650.00
Mileage Charge	\$18.00 per mile
Supplies used fee	
Defibrillation	\$100.00
EKG Monitoring	\$150.00
Spinal Immobilization	\$150.00
I/O Needle & Associated Supplies	\$200.00
Airway Placement	\$150.00
Oxygen & Associated Supplies	\$100.00
IV & Associated Supplies	\$150.00
CPAP Disposable	\$150.00
Epi 1:1000	\$35.00
Nitro Tabs	\$22.00
Albuterol/Ventolin	\$30.00
Glucagon	\$211.00
Narcan	\$48.00
ASA	\$32.00
Dextrose 25gms/50cc	\$32.00
Glucose	\$10.50
CO2 Monitor Nasal/Tube	\$40.00
Oil Dry	\$10.00 per bag
BLS Supplies Used	\$75.00
ALS Supplies Used	\$125.00
Fees Relating To Permits Required	
Fire pit burn permit	\$15.00 each fire or \$50.00 yr
Fireworks permit	\$50.00
Burning permits	\$50.00
Key box processing fee	\$10.00
Operational Permit	\$75.00
Fees Relating To Fire Protection Systems	
Basic system Review	\$250
Fee is charged for systems without hydraulic calcs	
Fire Sprinkler, Fire Control and/or Fire Suppression system plan review with one set of hydraulic calculations. (Fee is charged for each separate floor and /or area of building per system and review.)	\$300.00
Verifications of Additional Hydraulic Calcs (fee is charged for each additional set of hydraulic calculations required by the AHJ)	\$175.00
Additional review of same system. (Fee applies to all re-submittals.)	\$300
Site inspection during installation	\$75.00/hr.

2 hour minimum Note: system may not be concealed prior to inspection. Inspections are required for all systems.	
Modifications to existing systems	
Min. fee per system without hydraulic calcs	\$75.00
Fee per sprinkler up to 15 sprinklers w/o calcs	\$20.00 ea.
Fee per sprinkler up to 15 with calcs	\$200.00
Fire Pumps per review	\$300.00
Sprinkler system underground mains	
0-200 feet	\$75.00
201-999 feet	\$125.00
1000 or more	\$300
Fire hose standpipe connections	\$15.00 each
Other fire protection systems (hood, wet & dry chem.)	\$300
Fire alarm systems per control panel	\$250.00
Fire Alarm system manual pull stations, initiating devices; this includes smoke, heat, flame, ionization, photoelectric detectors, water flow devices and all monitoring devices per review.	\$50.00 up to 3 \$10 each additional
Witness of all required tests - 2 hour minimum	\$150/hr.
Inspection during installation	\$75.00/hr.
Fire protection Consulting on systems and or for occupancies or permits	\$75.00/hr. 1 Hour Minimum
PUBLIC WORKS FEES	
Special brush, limb and refuse pick-up	\$24.00 per 15 minutes
Dumpster Delivery	\$50.00 per dumpster
Dumpster Pick-up	\$50.00 plus additional landfill fees

Adopted this 24th day of October, 2016.

Alan Kupsik, Mayor

Attest:

Sabrina Waswo, City Clerk

Item # 8



Memorandum

To: Chairman Kordus & Public Works Committee

CC: Blaine Oborn, City Administrator

From: Sylvia Mullally, Parking Manager

Re: FY17 APT Maintenance Agreement

Date: October 11, 2016

Background:

The City and the company Automated Parking Technologies, L.L.C (APT) has had an ongoing annual maintenance agreement since May 17, 2013. This year's agreement will cover (68) Luke II meters at 100% warranty parts, labor, and software. It is a continual agreement and invoiced annually; payment constitutes acceptance of the agreement for each year.

Recommendation:

Staff recommends renewing the agreement as invoiced. The maintenance agreement is a crucial part of the City's parking operations. The meters are proprietary equipment with exclusive software and hardware. The agreement gives staff accessibility to parts, labor and updates to hardware and software throughout the year.

Budget Source:

Staff has requested monies to come out of Parking fund-support contracts-for (65) parking meters (Luke II); and (3) beach meters (Luke II) to be paid from the Lakefront fund-Luke operating expenses. The total agreement is not to exceed \$62,900.00.

Mr. Oborn questioned if they are building a small cell network. Mr. Wendt said yes. Mr. Oborn asked if there is an alternative, such as going on top of our lighting poles that already exist. Mr. Wendt answered it would be too much in this particular area. The particular pole is at 75ft. He described how the network works. He didn't think there was anything in the location they are applying for that they could attach to. Mr. Gelting asked if this particular location was chosen because it is in the right of way. Mr. Wendt said this is about the existing data network; this is not about dropped calls. There is a need in that area for additional data. Mr. Wendt confirmed there is an economic concern but they are not a carrier. Mr. Hedlund questioned the type of pole that is being used. Mr. Wendt explained the pole handles the structural load appropriately and is an easy install. Mr. Gelting asked why this wouldn't be underground. Mr. Wendt said they can't go underground. Mr. Kordus said if they are within the ordinance, they are pro forma. Mr. Oborn said he thinks the ordinance gives them some flexibility in trying to find suitable locations. DPW Earle added they have been working with us on that. Mr. Skates feels the school should be contacted about this and asked about timing. Mr. Wendt said probably first quarter 2017. Mr. Earle thinks the "mother" pole should be put in first. Mr. Wendt said when they met with staff and wanted to adjust things, essentially there is some reengineering of the radio frequency. Ms. Flower noted she would like to see where they want all of the poles to be. Mr. Wendt stated at this time the only request he has is the one before the committee, he can't answer any more than that. He would likely be submitting a secondary pole soon. Mr. Oborn asked what communities have the network already. Mr. Wendt said there are not any installed in Wisconsin yet. There is one going up in Janesville in November. There is a network in Minneapolis, Atlanta and Los Angeles. This pole would be dependent on another pole but they are capable of being hooked directly into fiber if there is fiber available. Mr. Kordus said he would like to see something other than a 75ft douglas fir pole.

Kordus/Flower motion to continue this to the November meeting. Carried unanimously.

Discussion/Recommendation on Luke II Maintenance Agreement Proposal

Parking Manager Mullally presented and recommended the renewal agreement for the meter maintenance, software, and hardware. A new meter was added at parking lot I. This was implemented in 2013. At the time it was roughly \$1,100 per meter. We renegotiated to \$925. She noted a lot of the preventative maintenance is done in house.

Kordus/Gelting motion to approve the parking meter maintenance agreement pending attorney review not to exceed \$62,900. Motion carried unanimously.

Discussion/Recommendation on Parking lot proposals for 227 South Lakeshore lot

DPW Earle stated there were 7 bids. The gamut ran from almost \$169,000 to the projected bid that we are looking at from the Wanasek Corp in Burlington for \$119,444. This is the one that was approved by Council. Mr. Earle stated this is a typical scenario in this fashion with a parking lot. Contractors are dependent upon one or two of the other for their material. There are only two places that are asphalt producers. They could start fairly quickly after Council approval. The luxury that we have on this project is they can start and do what they can do as the weather holds. They can stop and wait until spring to finish at our discretion. He would highly recommend moving forward with this.

Hedlund/Skates motion to award the bid to Wanasek Corporation not to exceed \$119,444. Motion carried unanimously.

Discussion/Recommendation on the Public Works Budget

Mr. Skates is concerned about the money allotted for trees and watering. Mr. Earle replied it was discussed in the budget to increase part-time staff to cover a person that may potentially water. Watering is a reality if it is a dry spring. There is \$20,000 budgeted for the purchase of the trees, not for the replacement of trees. He feels \$5,000 could buy enough replacement trees to get us through the year. He thinks as a whole, they need to look at taking care of the trees we have before planting more. Mr. Earle thought the watering contract covered two seasons but needs to check on that. There were questions regarding salt as well. Mr. Earle stated we are right where we need to be with regard to salt.

Adjournment

Gelting/Hedlund motion to adjourn. Motion carried unanimously at 6:07pm.

/s/ Stephanie Gunderson, Assistant City Clerk

THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE PUBLIC WORKS COMMITTEE

CONDITIONAL USE RESOLUTION 16-R48

A resolution authorizing the issuance of a Conditional Use Permit to and filed by Robert and Christine Jankowski, 1004 Tolman Street, Lake Geneva, WI 53147.

Whereas, the City Plan Commission has considered the application of Robert and Christine Jankowski, 1591 Orchard Lane, Lake Geneva, WI 53147; and,

Whereas, the City Plan Commission held a Public Hearing thereon pursuant to proper notice given on October 17, 2016; and,

NOW, THEREFORE, BE IT RESOLVED, that the Zoning Administrator be, and is hereby authorized, to issue a Conditional Use Permit to construct a fence in excess of three feet (six feet) in the street side yard along George Street at 1004 Tolman Street, Lake Geneva, WI 53147, Tax Key No. ZWB 00020, pursuant to the Finding of facts and City staff comments.

Granted by action of the Common Council of the City of Lake Geneva this 24th day of October, 2016.

Al Kupsik, Mayor

ATTEST:

Sabrina Waswo, City Clerk

CITY OF LAKE GENEVA
PLAN COMMISSION MEETING
MONDAY, OCTOBER 17, 2016 - 6:30 PM
COUNCIL CHAMBERS, CITY HALL

Minutes

1. Meeting called to order by Mayor Kupsik at 6:30 pm.

2. Roll Call

Present: Mayor Kupsik, Doug Skates, Sarah Hill, Ann Esarco, Tom Hartz, Tyler Frederick
Not Present: John Gibbs, Assistant Gregoles
Also Present: Planner Mike Slavney, Atty. Dan Draper, Administrator Oborn, Inspector Robers
and City Clerk Waswo

3. Approve Minutes of September 19, 2016 Plan Commission meeting as distributed.

MOTION #1

Hartz/Hill moved to approve the minutes of September 19, 2016 Plan Commission meeting as distributed with once correction. Item #9, motion #5, the third line down is to change to "including constructing a 5 foot sidewalk."
The motion carried unanimously.

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

5. Acknowledgment of Correspondence. - None

6. Downtown Design Review.

A. Application by Germaine Laing for Germaine's, 818 Kendall Lane, Lake Geneva, WI 53147 for an exterior awning with sign and door sign on the storefront at 706 W Main Street, Tax Key No. ZOP 00307.

DISCUSSION

Applicant gave an overview of the application details and there was a brief discussion with the Commission. Germaine is back in the same place where they had the awning. This is the same exact awning. The door address should be moved up to the top of the door, but viewable from under the awning.

MOTION #2

Hartz/Esarco moved to approve the application by Germaine Laing for Germaine's, 818 Kendall Lane, Lake Geneva, WI 53147 for an exterior awning with sign and door sign on the storefront at 706 W Main Street, Tax Key No. ZOP 00307, including moving the address numbers on the door up high enough to be visible from the street and staff recommendations. The motion carried unanimously.

7. Public Hearing and Recommendation on a Conditional Use Application filed by Robert & Christine Jankowski, 1004 Tolman Street, Lake Geneva, WI 53147 to construct a fence in the street yard setback in excess of three feet (six) at 1004 Tolman Street, Lake Geneva, WI 53147, Tax Key No. ZWB 00020.

DISCUSSION

Applicant gave an overview of the application details and there was a brief discussion with the Commission. Rob Jankowski, 1004 Tolman Street proposed removal of a chain link fence and replace with a privacy fence. Building Inspector Robers stated there is currently a 6 foot high chain link fence. The applicant has 2 dogs that bark. There are concerns the fence will block the view around the corner, but that is where they park their cars. He does not feel it will block the view.

No Public Speakers appeared before the Plan Commission.

MOTION #3

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

MOTION #4

Hill/Skates moved to approve the recommendation on a Conditional Use Application filed by Robert & Christine Jankowski, 1004 Tolman Street, Lake Geneva, WI 53147 to construct a fence in the street yard setback in excess of three feet (six) at 1004 Tolman Street, Lake Geneva, WI 53147, Tax Key No. ZWB 00020, to include all staff recommendations and findings of fact. The motion carried unanimously.

- 8. Public Hearing and recommendation on a Conditional Use Application filed by FYF, LLC, 43 South Water Street East, Fort Atkinson, WI 53538 to operate a Commercial Indoor Lodging facility at an existing Commercial Building in the Central Business (CB) zoning district, including a fence in the Street Yard Setback and Downtown Design Review, located at 640 W Main Street, Tax Key No. ZOP 00306.**

DISCUSSION

Brian Schultz on behalf of FYF LLC gave an overview of the application details and there was a detailed discussion with the Commission. The intention is to convert the existing indoor sales to commercial indoor use for vacation rental, one tenant at a time. Inspector Robers stated one space for every bedroom, proposing 5 spaces, but noted that they also own Roses B&B and will be using 3 of those spaces. This is allowable in the Central Business District. Staff learned the first 3 spaces are considered to be a loading area, will have to find 3 more spaces elsewhere or will have to reduce the amount of bedrooms. Those spaces have remained open for emergency access and loading/unloading. There are 14 spaces at the other site with 6 bedrooms. Will have an access of 8 so could use those for the other 3 spaces. Mr. Slavney clarified it would be the space that's around the corner in the back of the building and the space at the very end of the driveway are available as onsite parking. Schultz stated they would have to do grading back there.

Hartz asked for clarification of what they are approving. Slavney discussed several points beginning with the required Downtown Design approval that is needed. He clarified that the Downtown Design District includes everything from the bottom of the hill from West Main Street to Cook Street, all the way to the lake and several blocks to the North. He stated that the Commission has complete review of the exterior of the building, but the store front design requirements on Main Street do not extend that far to the East. Therefore some of those requirements do not apply. However, Mr. Slavney noted that he has concerns of the appearance of the building as it is proposed. He mentioned his concerns about the proposed fence, stating that it should not be solid because it obstructs the view when coming into the downtown area. He recommends open fencing as it is now, a metal picket fence that you can see the trail and park through.

In addition to the fence concerns, Slavney stated that this new perspective is a pretty jarring change from what we have now. He would prefer more traditional materials and colors. Not a store front, but something that isn't so starkly modern. As it is proposed now, he is uncomfortable with the appearance and materials. Slavney was also disappointed that there were not actual samples of the materials proposed.

Commissioner Hill restated Hartz's question about what is being approved tonight? Is it the use, materials, visual or all three? She also commented on the visual being similar to Oakfire's new renovations. Slavney stated that Oakfire is not on Main Street where as this building is at the forefront of the entry into the downtown area. He also commented that perhaps this may be the tipping point for a modernization for downtown Lake Geneva and that would be something for the Plan Commission to discuss. The Commissioners and Mr. Slavney complimented the applicant for having one of the best most complete application's they have seen. Slavney stated that he is fine with the "use" standpoint but has concerns about it's esthetic's.

Alderman Skates felt it also looked a lot like Oakfire until he looked at the materials. This will be stained cedar paneling. The fence is similar to wood treatment, stained cedar. He stated his disappointment in the building now and he is glad to see a facelift coming. However, he is concerned that semi transparent stain will only look good for a couple years.

There was further discussion on the target audience that the applicant is looking for. As well as, more discussions regarding the concerns with the chosen materials, esthetics, design and timing.

PUBLIC SPEAKERS - None

STAFF REPORT
To Lake Geneva Plan Commission

Meeting Date: October 17, 2016

Agenda Item #6

Applicant:

Germaine Laing
818 Kendall Lane
Lake Geneva, WI 53147

Request:

Exterior Signage at 706 W Main Street for new
business Tax Key No. ZOP 00307

Description:

The applicant proposes a awning with signage and a door sign at the business. The designs of the new signs meet the Downtown Design Overlay District requirements.

Staff Recommendation:

The new Awning and Signs meet all specifications for the Downtown district and Sign Ordinance. Staff's recommendation is that the signs be approved as presented with any Commission amendments.

Agenda Item #7

Applicant:

Robert & Christine Jankowski
1004 Tolman Street
Lake Geneva, WI 53147

Request:

Conditional Use approval to construct a fence in the Street
Yard setback in excess of the three foot zoning requirement
for the property located at 1004 Tolman Street, Tax Key
No. ZWB 00020.

Description: The applicant would like to construct a six foot high fence in the rear yard of their property to provide security for their dogs and privacy for their family.

Staff Recommendation: Staff has no objection to the proposed construction of a six foot privacy fence as this is a rear yard and it will provide some privacy along Highway H.

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.

APPLICATION FOR CONDITIONAL USE

City of Lake Geneva

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

1004 Tolman Street

Lake Geneva, WI 53147

NAME AND ADDRESS OF CURRENT OWNER:

Robert + Christine Jankowski

1004 Tolman Street Lake Geneva, WI 53147

TELEPHONE NUMBER OF CURRENT OWNER:

262-325-6699

NAME AND ADDRESS OF APPLICANT:

Robert + Christine Jankowski

1004 Tolman Street Lake Geneva, WI 53147

TELEPHONE NUMBER OF APPLICANT:

262-325-6699

PROPOSED CONDITIONAL USE:

We would like to replace an existing section of chain link fence with a 5' privacy fence in the same location to provide both privacy and noise abatement.

ZONING DISTRICT IN WHICH LAND IS LOCATED:

Lake Geneva

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

SHORT STATEMENT DESCRIBING ACTIVITIES TO BE CARRIED ON AT SITE:

Replace existing section of chain link fence with a 5' tall privacy fence in the same location

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

9/25/16

DATE


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: _____

- 15 ___ (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.
- 15 ___ (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:
- 23 ___ (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 (see Site Plan Review checklist);
- 23 ___ (d) A site plan (conforming to the requirements of Section 98-908(3)) of the subject property as

- ___ Operational considerations relating to potential nuisance creation pertaining to noncompliance with the performance standards addressed in Article VII (Sections 98-701-98-721) including: street access, traffic visibility, parking, loading, exterior storage, exterior lighting, vibration, noise, air pollution, odor, electromagnetic radiation, glare and heat, fire and explosion, toxic or noxious materials, waste materials, drainage, and hazardous materials;
- ___ If no nuisances will be created (as indicated by complete and continuous compliance with the provisions of Article VII), then include the statement "The proposed development shall comply with all requirements of Article VII.";
- ___ Exterior building and fencing materials (Sections 98-718 and 98-720);
- ___ Possible future expansion and related implications for points above;
- ___ Any other information pertinent to adequate understanding by the Plan Commission of the intended use and its relation to nearby properties.

R3

- ___ (b) A **Small Location Map** at 11" x 17" showing the subject property, all properties within 300 feet, and illustrating its relationship to the nearest street intersection. (A photocopy of the pertinent section of the City's Official Zoning Map with the subject property clearly indicated shall suffice to meet this requirement.)

R3

- ___ (c) A **Property Site Plan** drawing which includes:
 - ___ A title block which indicates the name, address and phone/fax number(s) of the current property owner and/or agent(s) (developer, architect, engineer, planner) for project;
 - ___ The date of the original plan and the latest date of revision to the plan;
 - ___ A north arrow and a graphic scale (not smaller than one inch equals 100 feet);
 - ___ A reduction of the drawing at 11" x 17";
 - ___ A legal description of the subject property;
 - ___ All property lines and existing and proposed right-of-way lines with bearings and dimensions clearly labeled;
 - ___ All existing and proposed easement lines and dimensions with a key provided and explained on the margins of the plan as to ownership and purpose;
 - ___ All required building setback lines;
 - ___ All existing and proposed buildings, structures, and paved areas, including building entrances, walks, drives, decks, patios, fences, utility poles, drainage facilities, and walls;
 - ___ The location and dimension (cross-section and entry throat) of all access points onto public streets;
 - ___ The location and dimension of all on-site parking (and off-site parking provisions if they are to be employed), including a summary of the number of parking stalls provided versus required by the Ordinance;
 - ___ The location and dimension of all loading and service areas on the subject property and labels indicating the dimension of such areas;
 - ___ The location of all outdoor storage areas and the design of all screening devices;
 - ___ The location, type, height, size and lighting of all signage on the subject property;
 - ___ The location, height, design/type, illumination power and orientation of all exterior lighting on the subject property -- including the clear demonstration of compliance with Section 98-707;
 - ___ The location and type of any permanently protected green space areas;
 - ___ The location of existing and proposed drainage facilities;
 - ___ In the legend, data for the subject property on:
 - ___ Lot Area;
 - ___ Floor Area;
 - ___ Floor Area Ratio (b/a);
 - ___ Impervious Surface Area;
 - ___ Impervious Surface Ratio (d/a);
 - ___ Building Height.

- ___ (d) A **Detailed Landscaping Plan** of the subject property:

- ___ Scale same as main plan (> or equal to 1" equals 100')
- ___ Map reduction at 11" x 17"



↑
Fence to be replaced

1004 Tolman

WALWORTH COUNTY, WISCONSIN

0 12.5 25 50 75 100 feet
1 inch = 66 feet

Author:
Map Produced on: 9/15/2016

Wisconsin State Plane Coordinate System, South Zone
Horizontal Datum: NAD83

Walworth County Information Technology Department
Land Information Division
100 County Trunk N
Elkhorn, Wisconsin 53121-1011

2006 AND 2007 THE INFORMATION PROVIDED ON THIS MAP HAS BEEN PROVIDED TO THE PUBLIC AS A SERVICE OF THE COUNTY OF WALWORTH. THE INFORMATION IS PROVIDED AS IS AND IS NOT TO BE USED FOR ANY PURPOSE OTHER THAN THAT FOR WHICH IT WAS PROVIDED. THE INFORMATION IS NOT TO BE USED FOR ANY PURPOSE OTHER THAN THAT FOR WHICH IT WAS PROVIDED. THE INFORMATION IS NOT TO BE USED FOR ANY PURPOSE OTHER THAN THAT FOR WHICH IT WAS PROVIDED.

Walworth County, Copyright 2010, Walworth County, WI

CONDITIONAL USE RESOLUTION 16-R49

A resolution authorizing the issuance of a Conditional Use Permit to FYF, LLC, 43 South Water Street East, Fort Atkinson, WI 53538.

WHEREAS, the City Plan Commission has considered the application of FYF, LLC,

WHEREAS, The City Plan Commission held a Public Hearing thereon pursuant to proper notice given on October 17, 2016.

NOW, THEREFORE, BE IT RESOLVED, that the Zoning Administrator be, and is hereby authorized, to issue a Conditional Use Permit for FYF, LLC to operate a Commercial Indoor Lodging Facility in the Central Business (CB) zoning district located at 640 W Main Street, Lake Geneva, WI 53147, Tax Parcel ZOP 00306 including the Findings of Fact, Staff recommendations, parking for two vehicles onsite and six vehicles offsite at their other facility, fence in street yard setback, Downtown Design review setting building envelope, landscaping plan, deck additions, and signage, with the applicant to return to the Plan Commission with samples of the more durable siding and lower fence materials and the Conditional Use limited to this Applicant/Operator only.

Granted by action of the Common Council of the City of Lake Geneva this 24th day of October, 2016.

Alan Kupsik, Mayor

ATTEST:

Sabrina Waswo, City Clerk

MOTION #3

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

MOTION #4

Hill/Skates moved to approve the recommendation on a Conditional Use Application filed by Robert & Christine Jankowski, 1004 Tolman Street, Lake Geneva, WI 53147 to construct a fence in the street yard setback in excess of three feet (six) at 1004 Tolman Street, Lake Geneva, WI 53147, Tax Key No. ZWB 00020, to include all staff recommendations and findings of fact. The motion carried unanimously.

- 8. Public Hearing and recommendation on a Conditional Use Application filed by FYF, LLC, 43 South Water Street East, Fort Atkinson, WI 53538 to operate a Commercial Indoor Lodging facility at an existing Commercial Building in the Central Business (CB) zoning district, including a fence in the Street Yard Setback and Downtown Design Review, located at 640 W Main Street, Tax Key No. ZOP 00306.**

DISCUSSION

Brian Schultz on behalf of FYF LLC gave an overview of the application details and there was a detailed discussion with the Commission. The intention is to convert the existing indoor sales to commercial indoor use for vacation rental, one tenant at a time. Inspector Robers stated one space for every bedroom, proposing 5 spaces, but noted that they also own Roses B&B and will be using 3 of those spaces. This is allowable in the Central Business District. Staff learned the first 3 spaces are considered to be a loading area, will have to find 3 more spaces elsewhere or will have to reduce the amount of bedrooms. Those spaces have remained open for emergency access and loading/unloading. There are 14 spaces at the other site with 6 bedrooms. Will have an access of 8 so could use those for the other 3 spaces. Mr. Slavney clarified it would be the space that's around the corner in the back of the building and the space at the very end of the driveway are available as onsite parking. Schultz stated they would have to do grading back there.

Hartz asked for clarification of what they are approving. Slavney discussed several points beginning with the required Downtown Design approval that is needed. He clarified that the Downtown Design District includes everything from the bottom of the hill from West Main Street to Cook Street, all the way to the lake and several blocks to the North. He stated that the Commission has complete review of the exterior of the building, but the store front design requirements on Main Street do not extend that far to the East. Therefore some of those requirements do not apply. However, Mr. Slavney noted that he has concerns of the appearance of the building as it is proposed. He mentioned his concerns about the proposed fence, stating that it should not be solid because it obstructs the view when coming into the downtown area. He recommends open fencing as it is now, a metal picket fence that you can see the trail and park through.

In addition to the fence concerns, Slavney stated that this new perspective is a pretty jarring change from what we have now. He would prefer more traditional materials and colors. Not a store front, but something that isn't so starkly modern. As it is proposed now, he is uncomfortable with the appearance and materials. Slavney was also disappointed that there were not actual samples of the materials proposed.

Commissioner Hill restated Hartz's question about what is being approved tonight? Is it the use, materials, visual or all three? She also commented on the visual being similar to Oakfire's new renovations. Slavney stated that Oakfire is not on Main Street where as this building is at the forefront of the entry into the downtown area. He also commented that perhaps this may be the tipping point for a modernization for downtown Lake Geneva and that would be something for the Plan Commission to discuss. The Commissioners and Mr. Slavney complemented the applicant for having one of the best most complete application's they have seen. Slavney stated that he is fine with the "use" standpoint but has concerns about it's esthetic's.

Alderman Skates felt it also looked a lot like Oakfire until he looked at the materials. This will be stained cedar paneling. The fence is similar to wood treatment, stained cedar. He stated his disappointment in the building now and he is glad to see a facelift coming. However, he is concerned that semi transparent stain will only look good for a couple years.

There was further discussion on the target audience that the applicant is looking for. As well as, more discussions regarding the concerns with the chosen materials, esthetics, design and timing.

PUBLIC SPEAKERS - None

MOTION #5

Hill/Hartz moved to close the public hearing. Motion carried unanimously.

MOTION #6

Kupsik/Hill moved to approve the recommendation on a Conditional Use application filed by FYF, LLC, 43 South Water Street East, Fort Atkinson, WI 53538 to operate a Commercial Indoor Lodging facility at an existing Commercial Building in the Central Business (CB) zoning district, including a fence in the Street Yard Setback and Downtown Design Review, located at 640 W Main Street, Tax Key No. ZOP 00306, including the fact finding, staff recommendations, offsite parking, site plan, building envelope, landscaping clad and material used for the building envelope to be reviewed at the next Plan Commission meeting, limiting the Conditional Use to the operator. Motion carried unanimously.

9. Public Hearing and recommendation on Zoning Text Amendment, to Section 98-206 Commercial Land Uses, pertaining to Tattooing, filed by the City of Lake Geneva, 626 Geneva Street, Lake Geneva, WI 53147.

DISCUSSION

Building Inspector Robers gave a brief overview of the recommendation and the three options provided to the Commission. There was a discussion related to the differences between the options. Slaveny stated that option #5b does remove that stigma and it gives you the ability to review each proposal and provides flexibility and control that the other alternatives don't do.

PUBLIC SPEAKER #1 –Elizabeth Chappell, 513 Broad Street, LG

Sexual land use is the ordinance tattooing is under currently. This change is trying to remove it out of that ordinance and create its own separate ordinance with tattooing.

As a licensed cosmetologist, if I would want to provide this type of service, under the Wisconsin Administrative code for cosmetology, code # 2.03, #8, a licensee may not provide the following services unless both the licensee and the establishment are properly licensed by the Department of Health Services.

- a. body piercing, except piercing of ears
- b. tattooing, including permanent cosmetic
- c. operating of a tanning booth

Therefore please note that a salon or spa would still need to get a license by the State of Wisconsin.

MOTION #7

Hill/Skates moved to close the public hearing. Motion carried unanimously.

MOTION #8

Hartz/Skates motion to accept option 5b as the recommended Zoning Text Amendment, to Section 98-206 Commercial Land Uses, pertaining to Tattooing, filed by the City of Lake Geneva, 626 Geneva Street, Lake Geneva, WI 53147.

Motion carried 5 to 1 with Sarah Hill "abstaining."

10. Adjournment

MOTION #9

Skates/Hill moved to adjourn the meeting at 7:49 pm. Motion carried unanimously.

/s/Sabrina Waswo, City Clerk

THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE PLAN COMMISSION

Agenda Item #8

Applicant:

FYF, LLC

1004 Tolman Street

Lake Geneva, WI 53147

Request:

Conditional Use approval to construct a fence in the Street Yard setback, Commercial Indoor Lodging, and Downtown Design approval for the property located at 640 W Main Street, Tax Key No. ZOP 00306.

Description: The applicant would like to remodel the existing building into a Commercial Indoor Lodging facility that will only be rented to one family at a time. The remodeling will include a fence in the front Street Yard setback and a exterior remodel requiring downtown design approval.

Staff Recommendation: Staff has no objection to the proposed construction as it will enhance the entrance to the Downtown area. The Commercial Indoor Lodging is also appropriate for the area and the two additional parking spaces required, but not provided onsite, will be at another property that the applicant owns.

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):

See Site Plan.

NAME AND ADDRESS OF CURRENT OWNER:

Kocourek Property Holdings, LLC

880 South Lake Shore Drive, Lake Geneva, WI 53147

TELEPHONE NUMBER OF CURRENT OWNER: (847)525-9060

NAME AND ADDRESS OF APPLICANT:

FYF, LLC, 43 South Water Street East, Fort Atkinson, WI 53538

TELEPHONE NUMBER OF APPLICANT: (920)568-9870

PROPOSED CONDITIONAL USE:

To convert from an "**Indoor Sales or Service**" Land Use to a '**Commercial Indoor**

Lodging. The specific project will be a 8 bedroom vacation rental.

ZONING DISTRICT IN WHICH LAND IS LOCATED: Central Business (CB) District:

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

Architect: OpeningDesign; 312 W. Lakeside St; Madison WI - Attn: Ryan Schultz

Contractor: TBD

SHORT STATEMENT DESCRIBING ACTIVITIES TO BE CARRIED ON AT SITE:

Property will be rented for vacation rental use to a single user. It is planned that reservations will be for a minimum stay of three nights. There will be no employees.

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

DATE

SIGNATURE OF APPLICANT

- _____ (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;
- _____ (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.
- _____ (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?
Along with supporting tourism in the area, the vacation rental will add to the diversification of housing options in/around the Central Business District.
2. How is the proposed conditional use, 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 exterior decks and garden terrace will provide an engaging backdrop to the adjacent White River park. This infill project also looks to thoroughly renovate a currently rundown building.
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?
No undue adverse impacts are anticipated on the neighboring parcels. Specifically, the existing shoreline will remain untouched.
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 is inline with the levels of infill development, redevelopment, and the continued economic viability of existing development that is sought after in the Central Business District.

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 project does not anticipate any undue burdens on any of the improvements, facilities, utilities or services provided by public agencies.

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?
Yes.

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: _____

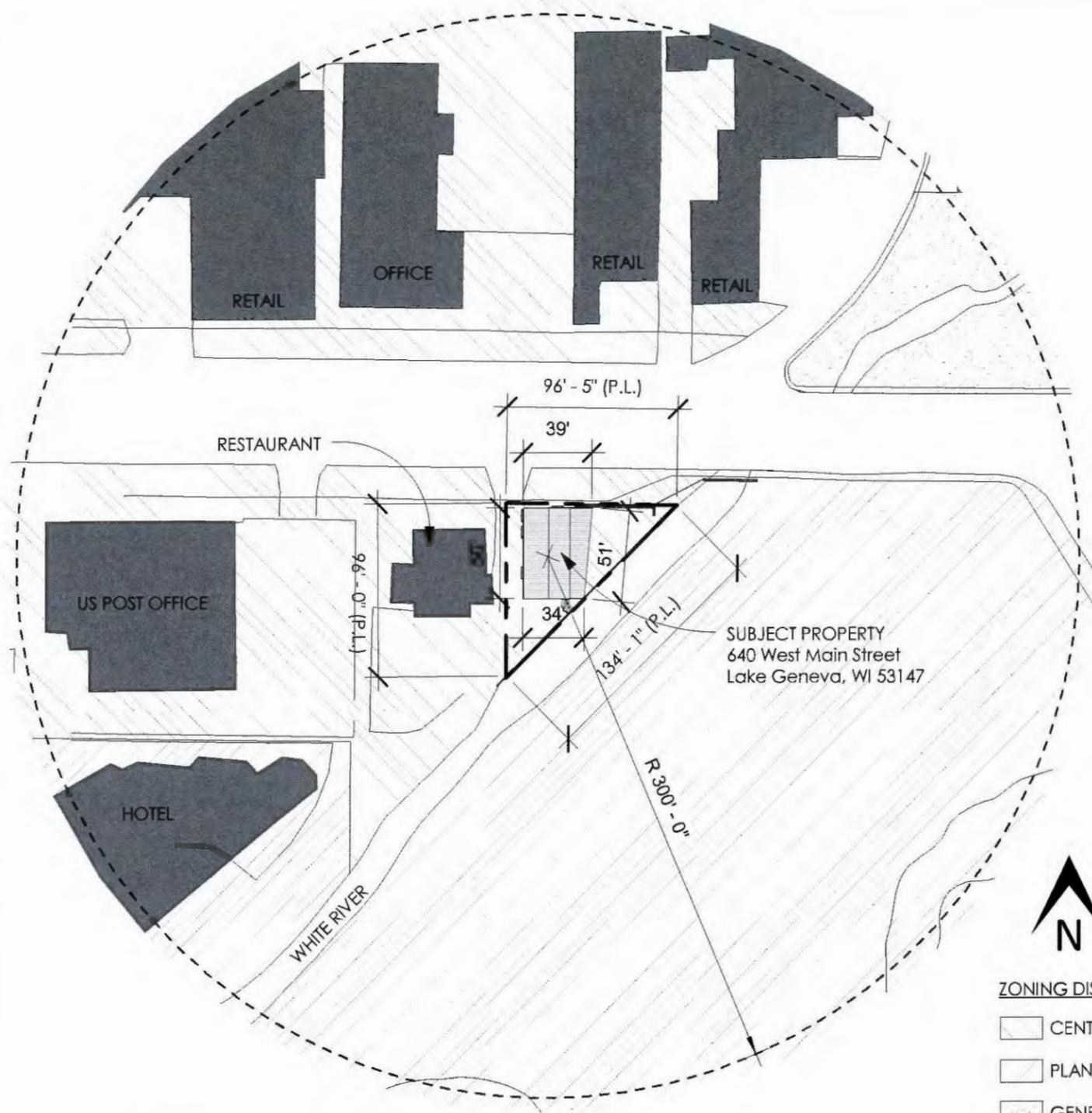
____ Receipt of 25 reduced (8.5" by 11" text and 11" x 17" graphics) copies of complete Final Application Packet by Zoning Administrator: Date: _____ by: _____

____ 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: _____



- (5) ON-SITE PARKING STALLS
640 WEST MAIN STREET
LAKE GENEVA, WI 53147
- (3) OFF-SITE PARKING STALLS
429 S LAKE SHORE DR, LAKE
GENEVA, WI 53147



2B Additional Parking Location
1" = 400'-0"

3A Location Map (300 ft Radius)
1" = 80'-0"

- ZONING DISTRICTS
- CENTRAL BUSINESS
 - PLANNED DEVELOPMENT
 - GENERAL BUSINESS



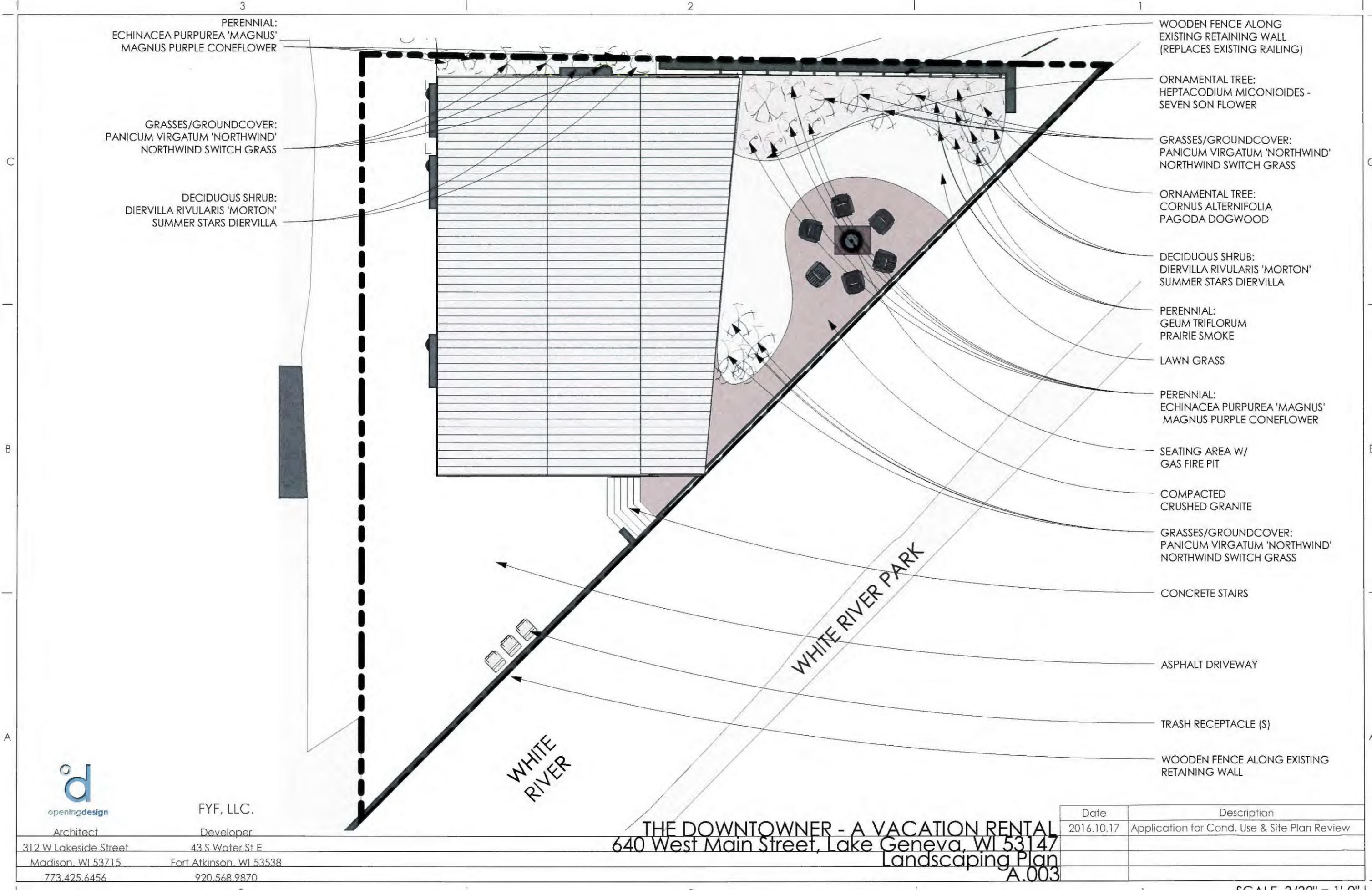
FYF, LLC.

Architect	Developer
312 W Lakeside Street Madison, WI 53715 773.425.6456	43 S Water St F Fort Atkinson, WI 53538 920.568.9870

THE DOWNTOWNER - A VACATION RENTAL
640 West Main Street, Lake Geneva, WI 53147
Map of the Proposed Conditional Use
A.000

Date	Description
2016.10.17	Application for Cond. Use & Site Plan Review

SCALE As indicated



PERENNIAL:
ECHINACEA PURPUREA 'MAGNUS'
MAGNUS PURPLE CONEFLOWER

GRASSES/GROUNDCOVER:
PANICUM VIRGATUM 'NORTHWIND'
NORTHWIND SWITCH GRASS

DECIDUOUS SHRUB:
DIERVILLA RIVULARIS 'MORTON'
SUMMER STARS DIERVILLA

WOODEN FENCE ALONG
EXISTING RETAINING WALL
(REPLACES EXISTING RAILING)

ORNAMENTAL TREE:
HEPTACODIUM MICONIODES -
SEVEN SON FLOWER

GRASSES/GROUNDCOVER:
PANICUM VIRGATUM 'NORTHWIND'
NORTHWIND SWITCH GRASS

ORNAMENTAL TREE:
CORNUS ALTERNIFOLIA
PAGODA DOGWOOD

DECIDUOUS SHRUB:
DIERVILLA RIVULARIS 'MORTON'
SUMMER STARS DIERVILLA

PERENNIAL:
GEUM TRIFLORUM
PRAIRIE SMOKE

LAWN GRASS

PERENNIAL:
ECHINACEA PURPUREA 'MAGNUS'
MAGNUS PURPLE CONEFLOWER

SEATING AREA W/
GAS FIRE PIT

COMPACTED
CRUSHED GRANITE

GRASSES/GROUNDCOVER:
PANICUM VIRGATUM 'NORTHWIND'
NORTHWIND SWITCH GRASS

CONCRETE STAIRS

ASPHALT DRIVEWAY

TRASH RECEPTACLE (S)

WOODEN FENCE ALONG EXISTING
RETAINING WALL



FYF, LLC.

Architect: 312 W Lakeside Street
Madison, WI 53715
773.425.6456

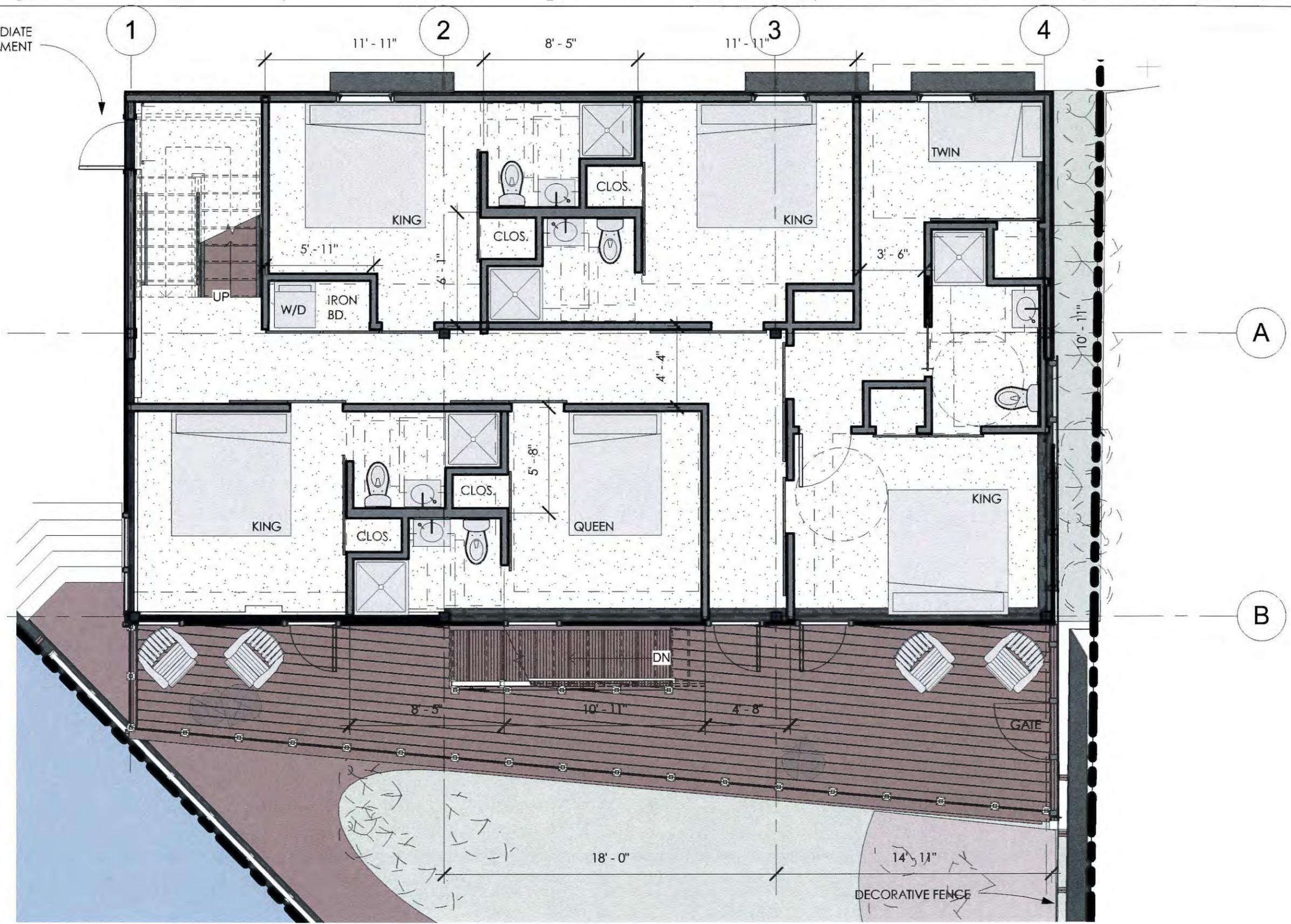
Developer: 43 S Water St E
Fort Atkinson, WI 53538
920.568.9870

THE DOWNTOWNER - A VACATION RENTAL
640 West Main Street, Lake Geneva, WI 53147
Landscaping Plan
A.003

Date	Description
2016.10.17	Application for Cond. Use & Site Plan Review

SCALE 3/32" = 1'-0"

DOOR @ INTERMEDIATE LANDING TO BASEMENT



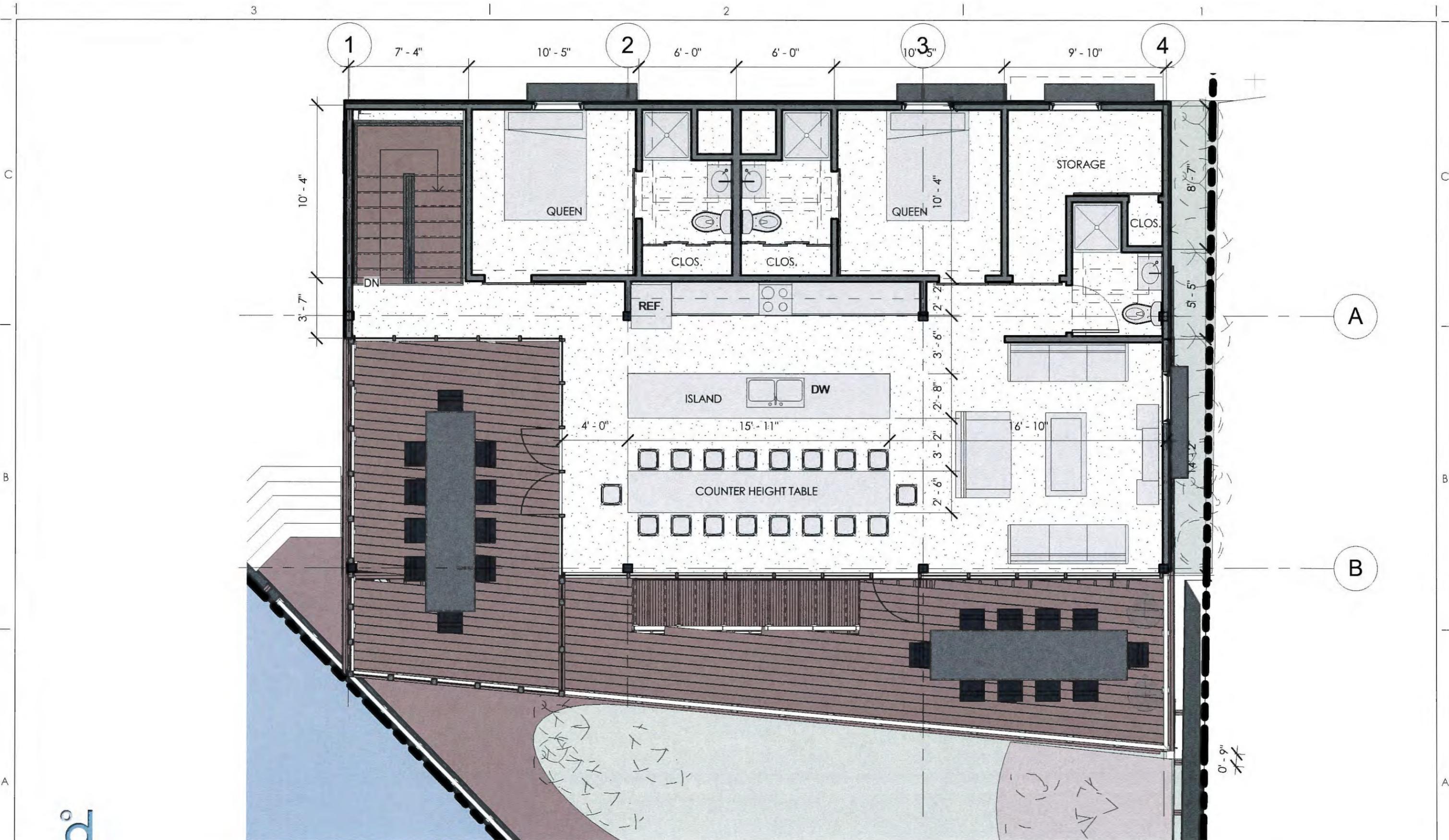
FYF, LLC.

Architect	Developer
312 W Lakeside Street Madison, WI 53715 773.425.6456	43 S Water St F Fort Atkinson, WI 53538 920.568.9870

THE DOWNTOWNER - A VACATION RENTAL
 640 West Main Street, Lake Geneva, WI 53147
 Option 1 - 1st Floor
 A.101

Date	Description
2016.10.17	Application for Cond. Use & Site Plan Review

SCALE 3/16" = 1'-0"



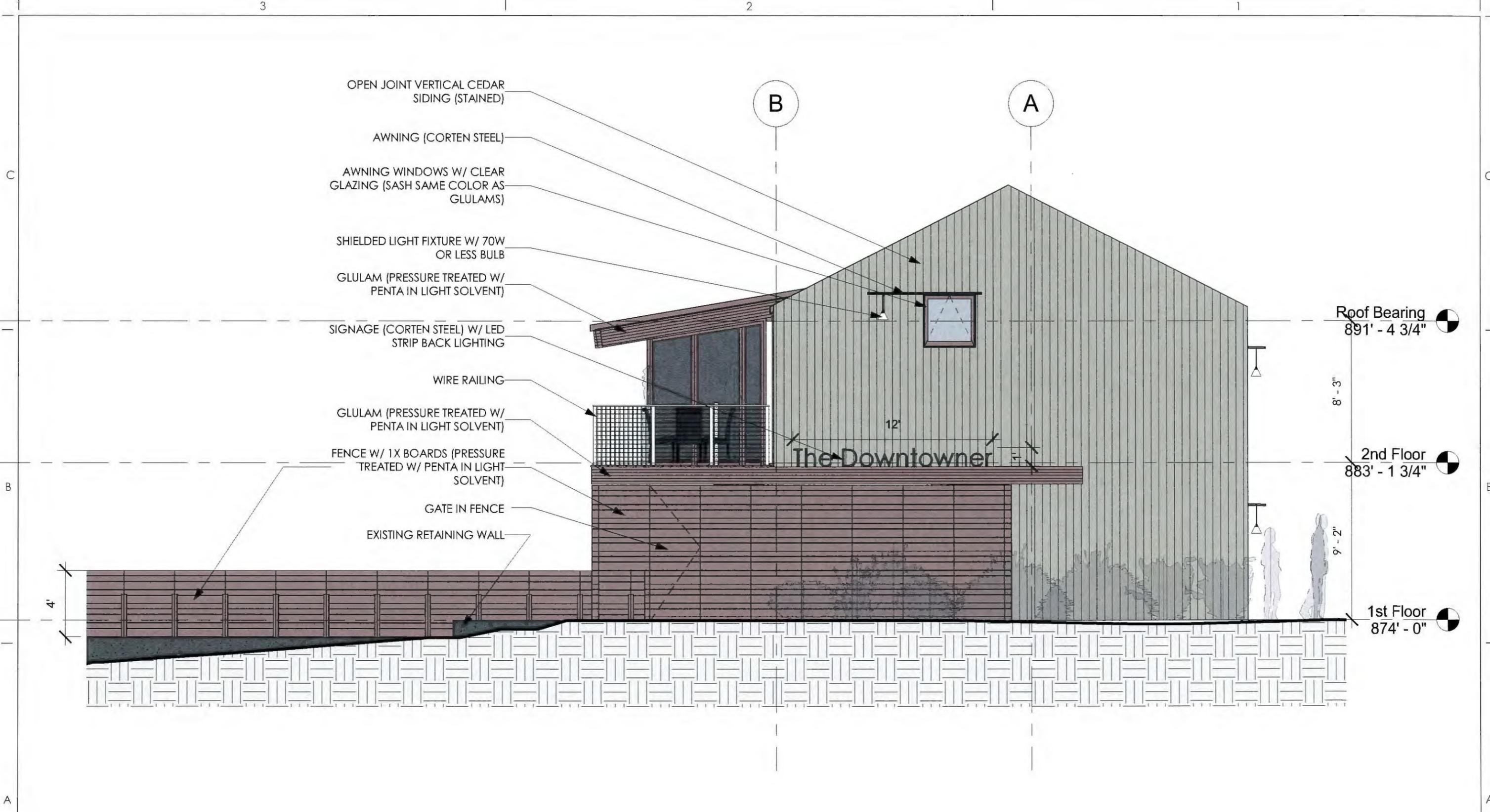
FYF, LLC.

Architect	Developer
312 W Lakeside Street	43 S Water St F
Madison, WI 53715	Fort Atkinson, WI 53538
773.425.6456	920.568.9870

THE DOWNTOWNER - A VACATION RENTAL
 640 West Main Street, Lake Geneva, WI 53147
 Option I - 2nd Floor
 A.102

Date	Description
2016.10.17	Application for Cond. Use & Site Plan Review

SCALE 3/16" = 1'-0"



- OPEN JOINT VERTICAL CEDAR SIDING (STAINED)
- AWNING (CORTEN STEEL)
- AWNING WINDOWS W/ CLEAR GLAZING (SASH SAME COLOR AS GLULAMS)
- SHIELDED LIGHT FIXTURE W/ 70W OR LESS BULB
- GLULAM (PRESSURE TREATED W/ PENTA IN LIGHT SOLVENT)
- SIGNAGE (CORTEN STEEL) W/ LED STRIP BACK LIGHTING
- WIRE RAILING
- GLULAM (PRESSURE TREATED W/ PENTA IN LIGHT SOLVENT)
- FENCE W/ 1X BOARDS (PRESSURE TREATED W/ PENTA IN LIGHT SOLVENT)
- GATE IN FENCE
- EXISTING RETAINING WALL

Roof Bearing
891' - 4 3/4"

8' - 3"

2nd Floor
883' - 1 3/4"

9' - 2"

1st Floor
874' - 0"

The Downtowner



FYF, LLC.

Architect	Developer
312 W Lakeside Street	43 S Water St F
Madison, WI 53715	Fort Atkinson, WI 53538
773.425.6456	920.568.9870

THE DOWNTOWNER - A VACATION RENTAL
 640 West Main Street, Lake Geneva, WI 53147
 Exterior Elevation - North
 A.201

Date	Description
2016.10.17	Application for Cond. Use & Site Plan Review

SCALE 3/16" = 1'-0"



STANDING SEAM METAL ROOFING
 GLULAM (PRESSURE TREATED W/ PENTA IN LIGHT SOLVENT)
 SHIELDED LIGHT FIXTURE W/ 70W OR LESS BULB

Roof Bearing
 891' - 4 3/4"

ALUM. STOREFRONT W/ INSULATED GLAZING
 POLYCARBONATE PANEL - ARCOPLUS 547 - OPAL - W/O IR TREATMENT
 2nd Floor
 883' - 1 3/4"

WIRE RAILING
 EXISTING RETAINING WALL
 1st Floor
 874' - 0"

Basement
 866' - 3 1/4"

SCREENED IN PORCH
 FENCE W/ 1X BOARDS (PRESSURE TREATED W/ PENTA IN LIGHT SOLVENT)
 OPEN JOINT VERTICAL CEDAR SIDING (STAINED)
 EXISTING RETAINING WALL
 WIRE RAILING
 FENCE W/ 1X BOARDS (PRESSURE TREATED W/ PENTA IN LIGHT SOLVENT)



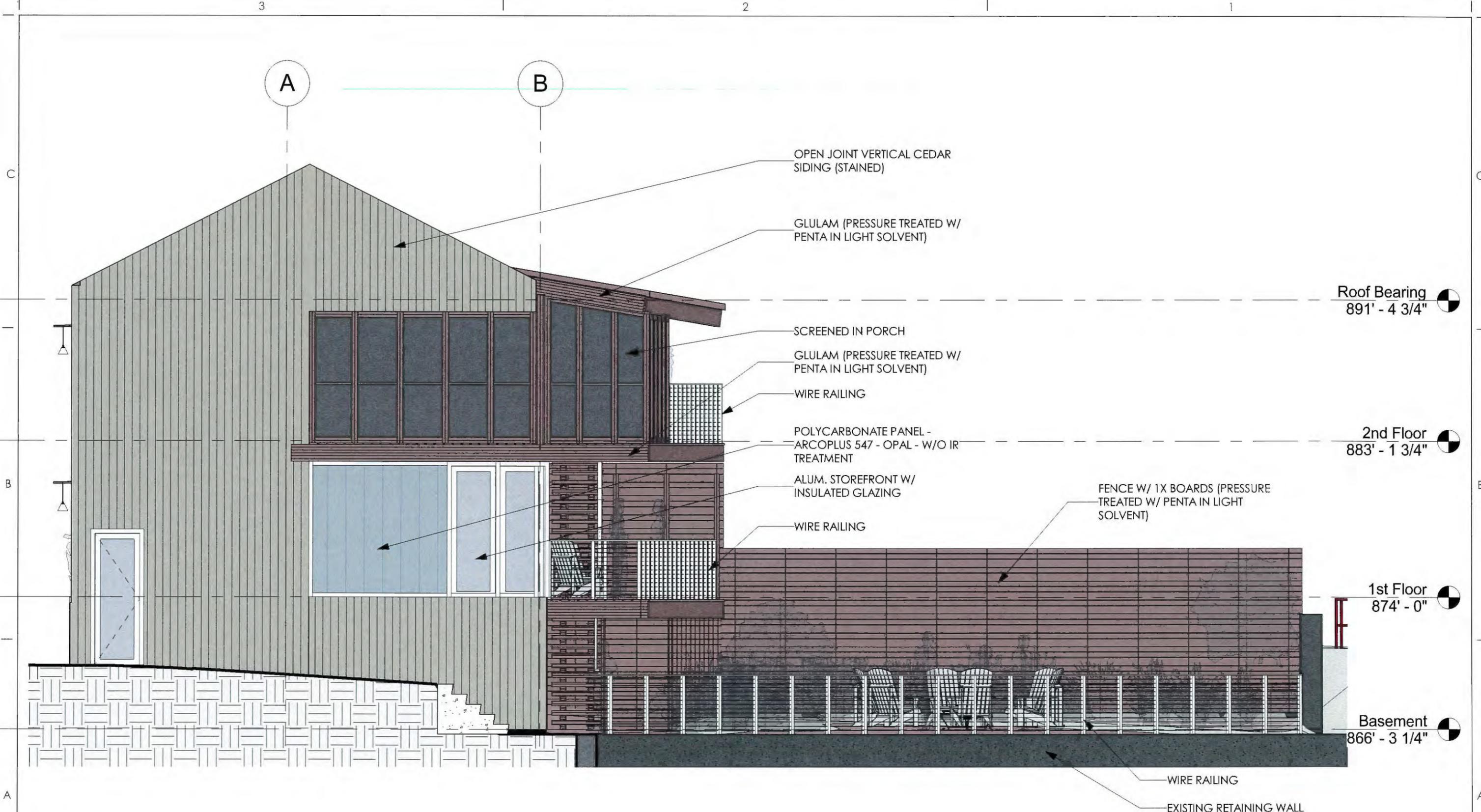
FYF, LLC.

Architect	Developer
312 W Lakeside Street Madison, WI 53715 773.425.6456	43 S Water St F Fort Atkinson, WI 53538 920.568.9870

THE DOWNTOWNER - A VACATION RENTAL
 640 West Main Street, Lake Geneva, WI 53147
 Exterior Elevation - East
 A.202

Date	Description
2016.10.17	Application for Cond. Use & Site Plan Review

SCALE 3/16" = 1'-0"



OPEN JOINT VERTICAL CEDAR SIDING (STAINED)

GLULAM (PRESSURE TREATED W/ PENTA IN LIGHT SOLVENT)

SCREENED IN PORCH

GLULAM (PRESSURE TREATED W/ PENTA IN LIGHT SOLVENT)

WIRE RAILING

POLYCARBONATE PANEL - ARCOPLUS 547 - OPAL - W/O IR TREATMENT

ALUM. STOREFRONT W/ INSULATED GLAZING

WIRE RAILING

FENCE W/ 1X BOARDS (PRESSURE TREATED W/ PENTA IN LIGHT SOLVENT)

Roof Bearing
891' - 4 3/4"

2nd Floor
883' - 1 3/4"

1st Floor
874' - 0"

Basement
866' - 3 1/4"

WIRE RAILING

EXISTING RETAINING WALL



Architect: openingdesign
 312 W Lakeside Street
 Madison, WI 53715
 773.425.6456

Developer: FYF, LLC.
 43 S Water St F
 Fort Atkinson, WI 53538
 920.568.9870

THE DOWNTOWNER - A VACATION RENTAL
 640 West Main Street, Lake Geneva, WI 53147
 Exterior Elevation - South
 A.203

Date	Description
2016.10.17	Application for Cond. Use & Site Plan Review

SCALE 3/16" = 1'-0"



STANDING SEAM METAL ROOFING

AWNING (CORTEN STEEL)

Roof Bearing
891' - 4 3/4"

OPEN JOINT VERTICAL CEDAR SIDING (STAINED)

SHIELDED LIGHT FIXTURE W/ 70W OR LESS BULB

2nd Floor
883' - 1 3/4"

AWNING WINDOWS W/ CLEAR GLAZING (SASH SAME COLOR AS GLULAMS)

1st Floor
874' - 0"



openingdesign
Architect
312 W Lakeside Street
Madison, WI 53715
773.425.6456

FYF, LLC.
Developer
43 S Water St E
Fort Atkinson, WI 53538
920.568.9870

THE DOWNTOWNER - A VACATION RENTAL
640 West Main Street, Lake Geneva, WI 53147
Exterior Elevation - West
A.204

Date	Description
2016.10.17	Application for Cond. Use & Site Plan Review

SCALE 3/16" = 1'-0"



3B From Driveway Looking SouthEast (Day)



2B From Driveway Looking SouthEast (Night)



3A From Sidewalk Looking SouthWest (Day)



2A From Sidewalk Looking SouthWest (Night)



openingdesign

FYF, LLC.

Architect

Developer

312 W Lakeside Street

43 S Water St F

Madison, WI 53715

Fort Atkinson, WI 53538

773.425.6456

920.568.9870

THE DOWNTOWNER - A VACATION RENTAL
 640 West Main Street, Lake Geneva, WI 53147
 Exterior Renderings - 1/2
 A.251

Date	Description
2016.10.17	Application for Cond. Use & Site Plan Review



3B From White River Park Looking NorthWest



2B From Parking Lot Looking NorthEast



3A From Garden Terrace Looking West



2A Aerial View Looking South Toward White River Park and Bike Path



openingdesign

FYF, LLC.

Architect

Developer

312 W Lakeside Street

43 S Water St F

Madison, WI 53715

Fort Atkinson, WI 53538

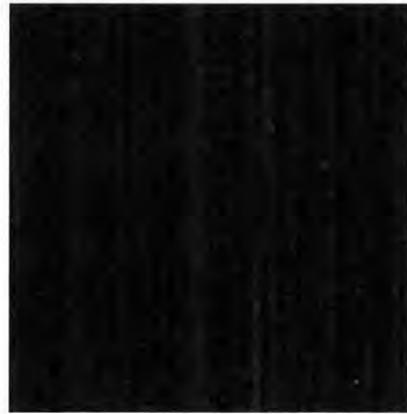
773.425.6456

920.568.9870

THE DOWNTOWNER - A VACATION RENTAL
 640 West Main Street, Lake Geneva, WI 53147
 Exterior Renderings - 1/2
 A.251

Date	Description
2016.10.17	Application for Cond. Use & Site Plan Review

GLULAM - STRUCTURE



Semi-Transparent Stain
Cabot - "Cordovan Brown"

VERTICAL SIDING



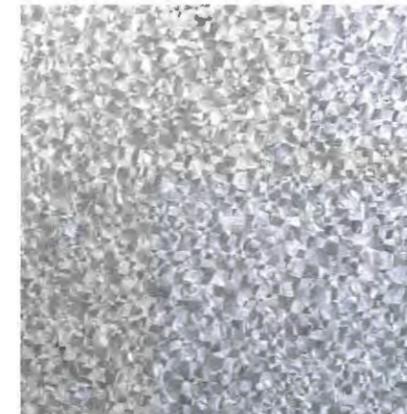
Semi-Transparent Stain
Cabot - "Driftwood Gray"

1ST FLOOR EAST WALL



Multi-Wall Polycarbonate
Color: Opal

STANDING SEAM ROOF



Galvanized Steel
Galvalume

WINDOW AWNINGS



Corten Steel



openingdesign

FYF, LLC.

Architect

Developer

312 W Lakeside Street

43 S Water St F

Madison, WI 53715

Fort Atkinson, WI 53538

773.425.6456

920.568.9870

THE DOWNTOWNER - A VACATION RENTAL
640 West Main Street, Lake Geneva, WI 53147
Materials Palette

A.270

Date	Description
2016.10.17	Application for Cond. Use & Site Plan Review

MOTION #5

Hill/Hartz moved to close the public hearing. Motion carried unanimously.

MOTION #6

Kupsik/Hill moved to approve the recommendation on a Conditional Use application filed by FYF, LLC, 43 South Water Street East, Fort Atkinson, WI 53538 to operate a Commercial Indoor Lodging facility at an existing Commercial Building in the Central Business (CB) zoning district, including a fence in the Street Yard Setback and Downtown Design Review, located at 640 W Main Street, Tax Key No. ZOP 00306, including the fact finding, staff recommendations, offsite parking, site plan, building envelope, landscaping clad and material used for the building envelope to be reviewed at the next Plan Commission meeting, limiting the Conditional Use to the operator. Motion carried unanimously.

9. Public Hearing and recommendation on Zoning Text Amendment, to Section 98-206 Commercial Land Uses, pertaining to Tattooing, filed by the City of Lake Geneva, 626 Geneva Street, Lake Geneva, WI 53147.

DISCUSSION

Building Inspector Robers gave a brief overview of the recommendation and the three options provided to the Commission. There was a discussion related to the differences between the options. Slaveny stated that option #5b does remove that stigma and it gives you the ability to review each proposal and provides flexibility and control that the other alternatives don't do.

PUBLIC SPEAKER #1 –Elizabeth Chappell, 513 Broad Street, LG

Sexual land use is the ordinance tattooing is under currently. This change is trying to remove it out of that ordinance and create its own separate ordinance with tattooing.

As a licensed cosmetologist, if I would want to provide this type of service, under the Wisconsin Administrative code for cosmetology, code # 2.03, #8, a licensee may not provide the following services unless both the licensee and the establishment are properly licensed by the Department of Health Services.

- a. body piercing, except piercing of ears
- b. tattooing, including permanent cosmetic
- c. operating of a tanning booth

Therefore please note that a salon or spa would still need to get a license by the State of Wisconsin.

MOTION #7

Hill/Skates moved to close the public hearing. Motion carried unanimously.

MOTION #8

Hartz/Skates motion to accept option 5b as the recommended Zoning Text Amendment, to Section 98-206 Commercial Land Uses, pertaining to Tattooing, filed by the City of Lake Geneva, 626 Geneva Street, Lake Geneva, WI 53147.

Motion carried 5 to 1 with Sarah Hill "abstaining."

10. Adjournment

MOTION #9

Skates/Hill moved to adjourn the meeting at 7:49 pm. Motion carried unanimously.

/s/Sabrina Waswo, City Clerk

THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE PLAN COMMISSION

Option #5b – allowing tattooing above in Personal or Professional Service with a Conditional Use Permit which affects Sections 4p and creates Section 4t.

(4) Commercial Land Uses

(a) Office

Description: Office land uses include all exclusively indoor land uses whose primary functions are the handling of information or administrative services. Such land uses do not typically provide services directly to customers on a walk-in or on-appointment basis.

1. Permitted by Right {NO, PO, NB, PB, GB, CB, PI, GI, HI}
2. Conditional Use Regulations: Not applicable.
3. Parking Regulations: One space per 300 square feet of gross floor area.

(b) Personal or Professional Service

Description: Personal service and professional service land uses include all exclusively indoor land uses whose primary function is the provision of services directly to an individual on a walk-in or on-appointment basis. Examples of such uses include professional services, insurance or financial services, realty offices, medical offices, and clinics, veterinary clinics, barber shops, beauty shops, and related land uses.

1. Permitted by Right {NO, PO, NB, PB, GB, CB, PI}
2. Conditional Use Regulations: Not applicable.
3. Parking Regulations: one space per 300 square feet of gross floor area.

(c) Indoor Sales or Service

Description: Indoor sales and service land uses include all land uses which conduct or display sales or rental merchandise or equipment, or non-personal or non-professional services, entirely within an enclosed building. This includes self-service facilities such as coin-operated Laundromats. Depending on the zoning district, such land uses may or may not display products outside of an enclosed building. Such activities are listed as “Outdoor Display Incidental to Indoor Sales” under “Accessory Uses” in the Table of Land Uses, (Section 98-206(8)(f)). A land use which contains both indoor sales and outdoor sales exceeding 15% of the total sales area of the building(s) on the property shall be considered an outdoor sales land use, (See (d), below.). Artisan craft production such as consumer ceramics, custom woodworking, or other production activities directly associated with retail sales are regulated as “light industrial uses incidental to retail sales” (see Section 98-206(8)(i).)

1. Permitted by Right {NB, PB, GB, CB}
2. Conditional Use Regulations {NO, PO, PI}
 - a. Permitted uses shall be limited to indoor sales and personal services which primarily support office tenants such as office supply stores, copy centers and travel agencies.
 - b. Shall comply with Section 98-905, standards and procedures applicable to all conditional uses.

3. Parking Regulations: One space per 300 square feet of gross floor area.

(d) **Outdoor Display** (Ord. No. 01-19 2/12/01)

Description: Outdoor display land uses include all land uses which conduct sales, display sales or rental merchandise or equipment outside of an enclosed building. Examples of such land uses include vehicle rental, manufactured and mobile housing sales and monument sales. The area of outdoor sales shall be calculated as the area which would be enclosed by a fence installed and continually calculated maintained in the most efficient manner which completely encloses all materials displayed outdoors. Such land uses do not include the storage or display of inoperative vehicles or equipment, or other materials typically associated with a junkyard or salvage yard. (See Subsection (5), below, also.) (Land uses which conduct or display only a limited amount of product outside of an enclosed building, are listed separately in Sections 98-906(8)(f) as "Outdoor Display Incidental to Indoor Sales.")

1. Permitted by Right: Not applicable

2. Conditional Use Regulations {CB, PB, GB}:

- a. The display of items shall not be permitted in permanently protected green space areas, required landscaped areas, or required bufferyards.
- b. The display of items shall not be permitted within required setback areas for the principal structure.
- c. In no event shall the display of items reduce or inhibit the use or number of parking stalls provided on the property below the requirement established by the provisions of Section 98-704. If the number of provided parking stalls on the property is already less than the requirement, such display area shall not further reduce the number of parking stalls already present.
- d. Display areas shall be separated from any vehicular parking or circulation area by a minimum of 10 feet. This separation shall be clearly delimited by a physical such as a greenway, curb, fence, or line of planters, or by a clearly marked paved area.
- e. Signs, screenage, enclosures, landscaping, or materials being displayed shall not interfere in any manner with either on-site or off-site traffic visibility, including potential traffic/traffic and traffic/pedestrian conflicts.
- f. Outdoor display shall be permitted during the entire calendar year, however, if goods are removed from the display area all support fixtures used to display the goods shall be removed within 10 calendar days of the goods' removal.
- g. Inoperative vehicles or equipment, or other items typically stored or displayed in a junkyard or salvage yard, shall not be displayed for this land use.
- h. Facility shall provide a bufferyard with a minimum opacity of .60 along all borders of the display area abutting residentially zoned property, except per e., above (See Section 98-610.).
- i. Shall comply with Section 98-905 regarding conditional uses.

3. Parking regulations:

- a. In front of required principal building setback: one space per 300 square feet of gross floor area.

- b. Behind required principal building setback: one space per 300 square feet of gross floor area.

(e) Indoor Maintenance Service

Description: Indoor maintenance services include all land uses which perform maintenance services (including repair) and contain all operations (except loading) entirely within an enclosed building. Because of outdoor vehicle storage requirements, vehicle repair and maintenance is considered a vehicle repair and maintenance land use, (See Section 98-206(4)(q)).

1. Permitted by Right {NB, PB, GB, CB, PI, GI, HI}
2. Conditional Use Regulations: Not applicable.
3. Parking Regulations: One space per 300 square feet of gross floor area.

(f) Outdoor Maintenance Service

Description: Outdoor maintenance services include all land uses which perform maintenance services, including repair, and have all, or any portion, of their operations located outside of an enclosed building.

1. Permitted by Right: Not applicable.
2. Conditional Use Regulations {HI}:
 - a. All outdoor activity areas shall be completely enclosed by a minimum 6 feet high fence. Such enclosures shall be located a minimum of 50 feet from any residentially zoned property and shall be screened from such property by a bufferyard with a minimum opacity of .60 (see Section 98-610).
 - b. Shall comply with Section 98-905, standards and procedures applicable to all conditional uses.
3. Parking Regulations: One space per 300 square feet of gross floor area.

(g) In-Vehicle Sales or Service

Description: In-vehicle sales and service land uses include all land uses which perform sales and/or services to persons in vehicles, or to vehicles which may or may not be occupied at the time of such activity (except vehicle repair and maintenance services, see Section 98-206(4)(q)). Such land uses often have traffic volumes which exhibit their highest levels concurrent with peak traffic flows on adjacent roads. Examples of such land uses include drive-in, drive-up, and drive-through facilities, vehicular fuel stations, all forms of car washes. If performed in conjunction with a principal land use (for example, a convenience store, restaurant or bank), in-vehicle sales and service land uses shall be considered an accessory use (see Section 98-206(8)(g)).

1. Permitted by Right: Not applicable.
2. Conditional Use Regulations {PO, NB, PB, GB, CB, PI}:
 - a. Clearly marked pedestrian crosswalks shall be provided for each walk-in customer access to the facility adjacent to the drive-through lane(s).
 - b. The drive-through facility shall be designed so as to not impede or impair vehicular and pedestrian traffic movement, or exacerbate the potential for pedestrian/vehicular conflicts.

- c. In no instance shall a drive-through facility be permitted to operate which endangers the public safety, even if such land use has been permitted under the provisions of this Section.
 - d. The setback of any overhead canopy or similar structure shall be a minimum of 10 feet from all street rights-of-way lines, a minimum of 20 feet from all residentially-zoned property lines, and shall be a minimum of 5 feet from all other property lines. The total height of any overhead canopy or similar structure shall not exceed 20 feet as measured to the highest part of the structure.
 - e. All vehicular areas of the facility shall provide a surface paved with concrete or bituminous material which is designed to meet the requirements of a minimum 4 ton axle load.
 - f. Facility shall provide a bufferyard with a minimum opacity of .60 along all property borders abutting residentially zoned property (Section 98-610).
 - g. Interior curbs shall be used to separate driving areas from exterior fixtures such as fuel pumps, vacuums, menu boards, canopy supports and landscaped islands. Said curbs shall be a minimum of 6 inches high and be of a non-mountable design. No curb protecting an exterior fixture shall be located closer than 25 feet to all property lines.
 - h. Shall comply with Section 98-905, standards and procedures applicable to all conditional uses.
3. Parking Regulations: One space per 50 square feet of gross floor area. Each drive-up lane shall have a minimum stacking length of 100 feet behind the pass through window and 40 feet beyond the pass through window.

(h) Indoor Commercial Entertainment

Description: Indoor commercial entertainment land uses include all land uses which provide entertainment services entirely within an enclosed building. Such activities often have operating hours which extend significantly later than most other commercial land uses. Examples of such land uses include restaurants, taverns, theaters, bowling alleys, arcades, roller rinks, and pool halls.

- 1. Permitted by Right: Not applicable
- 2. Conditional Use Regulations {NO, PO, NB, PB, GB, CB, PI}:
 - a. If located on the same side of the building as abutting residentially zoned property, no customer entrance of any kind shall be permitted within 150 feet, or as far as possible, of a residentially zoned property.
 - b. Facility shall provide bufferyard with minimum opacity of .60 along all borders of the property abutting residentially zoned property (see Section 98-610).
 - c. Shall comply with Section 98-905, standards and procedures applicable to all conditional uses.
- 3. Parking Regulations: One space per every three patron seats or lockers (whichever is greater); or one space per three persons at the maximum capacity of the establishment; (whichever is greater).

(f) Outdoor Commercial Entertainment

Description: Outdoor commercial entertainment land uses include all land uses which provide entertainment services partially or wholly outside of an enclosed building. Such activities often have the potential to be associated with nuisances related to noise, lighting, dust, trash and late operating hours. Outdoor entertainment land uses may include, but are not limited to, outdoor eating and drinking areas, and outdoor assembly areas.

1. Permitted by Right: Not applicable.
2. Conditional Use Regulations: {RH, NO, PO, NB, PB, GB, CB, PI }:
 - a. Facility shall provide bufferyard with minimum opacity of .60 along all borders of the property abutting residentially zoned property (Section 98-610).
 - b. Shall comply with Section 98-905, standards and procedures applicable to all conditional uses.
3. Parking Regulations: One space for every three patron seats at the maximum capacity of the establishment.

(Ord. No. 12-07)

(j) Commercial Animal Boarding

Description: Commercial animal boarding facility land uses include land uses which provide short-term and/or long-term boarding for animals. Examples of these land uses include commercial kennels and commercial stables. Exercise yards, fields, training areas, and trails associated with such land uses are considered accessory to such land uses and do not require separate consideration. Animal boarding facilities and activities which, except for parking are completely and continuously contained indoors, are subject to a separate set of regulations (see 4., below.).

1. Permitted by Right: Not applicable.
2. Conditional Use Regulations {RH, PB, GB, PI, GI, PBP}:
 - a. All activities, except vehicle parking, shall be completely and continuously contained indoors—including animal exercise and display areas.
 - b. The minimum permitted size of horse or similar animal stall shall be 100 sf.
 - c. Special events such as shows, exhibitions, and contests shall only be permitted when a temporary use permit has been secured. (See Section 98-906).
 - d. Shall comply with Section 98-905, standards and procedures applicable to all conditional uses.
3. Parking Regulations: One space per every 1,000 square feet of gross floor area.

(k) Commercial Indoor Lodging

Description: Commercial indoor lodging facilities include land uses which provide overnight housing in individual rooms or suites of rooms, each room or suites of rooms, each room or suite having a private bathroom. 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. 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. Shall comply with Section 98-905, standards and procedures applicable to all conditional uses.
3. Parking Regulations: One space per bedroom, plus one space for each employee on the largest work shift.

(I) **Bed and Breakfast Establishment**

Description: Bed and breakfast establishments are exclusively indoor lodging facilities which provide meals only to paying lodgers. Such land uses may provide indoor recreational facilities for the exclusive use of their customers.

1. Permitted by Right: Not applicable.
2. Conditional Use Regulations {RH, CR-5ac, ER-1, SR-3, SR-4, TR-6, MR-8, NO, NB, PB, GB, CB}:
 - a. All such facilities shall be required to obtain a permit to serve liquor, if applicable. They shall be inspected annually at a fee as established by a fee separate ordinance, to verify that the land use continues to meet all applicable regulations.
 - b. 1 sign, with a maximum area of 20 sf, shall be permitted on the property.
 - c. Facility shall provide a bufferyard with a minimum opacity of .60 along all property borders abutting residentially zoned property (see Section 98-610).
 - d. No premises shall be utilized for a bed and breakfast operation unless there are at least two (2) exits to the outdoors from such premises. Rooms utilized for sleeping shall have a minimum size of one hundred (100) square feet for two (2) occupants with an additional thirty (30) square feet for each additional occupant to a maximum of four (4) occupants per room. Each sleeping room used for the bed and breakfast operation shall have a separate operational smoke detector alarm, as required in the Lake Geneva Building Code. One lavatory and bathing facility shall be required for every 10 occupants, in addition to the owner/occupants personal facilities.
 - e. The dwelling unit in which the bed and breakfast takes place shall be the principal residence of the operator/owner and said operator/owner shall live on the premises when the bed and breakfast operation is active.
 - f. Only the meal of breakfast shall be served to overnight guests.
 - g. Each operator shall keep a list of names of all persons staying at the bed and breakfast operation. This list shall be kept on file for a period of one year. Such list shall be available for inspection by City officials at any time.

- h. The maximum stay for any occupants of a bed and breakfast operation shall be fourteen (14) days.
 - i. It shall be unlawful for any persons to operate a bed and breakfast operation as defined and as permitted in the Municipal Code of the City of Lake Geneva without first having obtained a conditional use permit.
 - j. Application Requirements. Applicant for a license to operate a bed and breakfast shall submit a floor plan of the single-family dwelling unit illustrating that the proposed operation will comply with the City Zoning Ordinance as amended, other applicable City codes and ordinances, and within the terms of this Chapter.
 - k. Consideration of Issuance. After application duly filed with the Clerk for a license under this division, Plan Commission review and recommendation for a conditional use permit, the Council shall hold a public hearing and determine whether any further license shall be issued based upon the public convenience and necessity of the people in the City. In the Council's determination of the number of bed and breakfast operations required to provide for such public convenience and necessity, the Council shall consider the effect upon residential neighborhoods of issuance of additional licenses for public services.
 - l. Public Nuisance Violations. Bed and breakfast operations shall not be permitted whenever the operation endangers, or offends, or interferes with the safety or rights of others so as to constitute a nuisance.
 - m. Suspension, Revocation and Renewal. Any license issued under the provisions of this Chapter may be revoked by the City Council for good cause shown after investigation and opportunity to the holder of such license to be heard in opposition thereto; in such investigation the compliance or non-compliance with the state law and local ordinances, the conduct of the licensee in regard to the public, and other consideration shall be weighed in determination of such issue.
 - n. Shall comply with Section 98-905, standards and procedures applicable to all conditional uses.
3. Parking Regulations: One space per each bedroom.

(m) Group Day Care Center (Nine or More Children)

Description: Group day care centers are land uses in which qualified persons provide child care services for nine or more children. Examples of such land uses include day care centers and nursery schools. Such land uses shall not be located within a residential building. Such land uses may be operated in conjunction with another principal land use on the same environs, such as a church, school, business, or civic organization. In such instances, group day care centers are not considered as accessory uses and therefore require review as a separate land use.

- 1. Permitted by Right: Not applicable.
- 2. Conditional Use Regulations {TR-6, MR-8, NO, PO, NB, PB, GB, CB, PI, GI}
 - a. Facility shall provide a bufferyard with a minimum opacity of .50 along all property borders abutting residentially zoned property (see Section 98-610).
 - b. Shall comply with Section 98-905, applicable to all conditional uses.
 - c. Property owner's permission is required as part of the conditional use permit application.

3. Parking Regulations: One space per five students, plus one space for each employee on the largest work shift.

(n) Campground

Description: Campgrounds include any facilities designed for overnight accommodation of persons in tents, travel trailers, or other mobile or portable shelters or vehicles.

1. Permitted by Right: Not applicable.
2. Conditional Use Regulations {RH}:
 - a. Facility shall provide a bufferyard with a minimum opacity of .70 along all property borders abutting residentially zoned property (see Section 98-610).
 - b. Shall comply with Section 98-905, applicable to all conditional uses.
3. Parking Regulations: One and one-half (1.5) spaces per campsite.

(o) Boarding House

Description: Boarding Homes include any residential use renting rooms which do not contain private bathroom facilities (with the exception of approved bed and breakfast facilities).

1. Permitted by Right: Not applicable.
2. Conditional Use Regulations {MR-8, NO, NB, GB, and CB}
 - a. Facility shall provide a bufferyard with a minimum opacity of .60 along all property borders abutting residentially zoned property (see Section 98-610).
 - b. Shall provide a minimum of one on-site parking space for each room for rent.
 - c. Shall be located in an area of transition from residential land uses to nonresidential land uses.
 - d. Shall comply with Section 98-905, applicable to all conditional uses.
3. Parking Regulations: One space per five students, plus one space for each employee on the largest work shift.

(p) Sexually-Oriented Land Uses

Description: Sexually-oriented land uses include any facility oriented to the display of sexually-oriented materials such as videos, movies, slides, photos, books, or magazines; or actual persons displaying and/or touching sexually specified areas—~~including the provision of body piercing or tattooing services~~. For the purpose of this Chapter, “sexually-oriented areas” includes any one or more of the following: genitals, anal area, female areola or nipple; and sexually-oriented material includes any media which displays sexually specified area(s). Establishments which sell or rent sexually-oriented materials shall not be considered sexually-oriented if the area devoted to sale of said materials is less than 5% of the sales area devoted to non-sexually oriented materials and if such materials are placed in generic covers or otherwise obscured areas. NOTE: The incorporation of this Subsection into this Chapter is designed to reflect the City Council’s official finding that sexually-oriented commercial uses have a predominant tendency to produce certain undesirable secondary effects on the surrounding community, as has been demonstrated in other, similar jurisdictions. Specifically, the City Council is concerned with the potential for such uses to limit: the attractiveness of nearby locations for new

development, the ability to attract and/or retain customers, and the ability to market and sell nearby properties at a level consistent with similar properties not located near such facilities. It is explicitly not the intent of this Subsection to suppress free expression by unreasonably limiting alternative avenues of communication, but rather to balance the need to protect free expression opportunities with the need to implement the City's Comprehensive Master Plan and protect the character and integrity of its commercial and residential neighborhoods.

1. Permitted by Right: Not applicable.
2. Conditional Use Regulations {HI}:
 - a. Shall be located a minimum of 1,000 feet from any agriculturally zoned property or residentially zoned property; and shall be located a minimum of 1,000 feet from any school, church, or outdoor recreational facility.
 - b. Exterior building appearance and signage shall be designed to ensure that use does not detract from the ability of businesses in the vicinity to attract customers, nor affect the marketability of properties in the vicinity for sale at their assessed values.
 - c. Shall comply with Section 98-905, applicable to all conditional uses.
3. Parking Regulations: One space per 300 sq ft of gross floor area, or one space per person at the maximum capacity of the establishment (whichever is greater).

(q) Vehicle Repair and Maintenance Service

Description: Vehicle repair and maintenance services include all land uses which perform maintenance services (including repair) to motorized vehicles and contain all operations (except vehicle storage) entirely within an enclosed building.

1. Permitted by Right: Not applicable.
2. Conditional Use Regulations {PB, GB, GI, HI}:
 - a. Storage of abandoned vehicles is prohibited.
 - b. Facility shall provide a bufferyard with a minimum opacity of .60 along all property borders abutting residentially zoned property (Section 98-610).
 - c. Shall comply with Section 98-905, applicable to all conditional uses.
3. Parking Regulations: One space per 300 square feet of gross floor area. Adequate on-site parking is required for all customer and employee vehicles.

(r) Intensive Outdoor Recreation

Description: Land uses, located on public or private property, that require intensive lighting and generate regional traffic and noise beyond property lines. Intensive Outdoor Recreation uses may include, but are not limited to, amusement parks, water parks, fair grounds, outdoor stadiums, drive-in theaters, outdoor commercial swimming pools, driving ranges, miniature golf facilities, go-cart tracks, racetracks, and tournament –oriented athletic facilities.

1. Permitted by right: Not applicable.
2. Conditional Use Regulations: {RH and PB}

- a. A bufferyard with a minimum opacity of 1.0 shall be provided along all property abutting residentially zoned property and for any facility requiring night lighting.
 - b. Facilities serving a regional or community-wide function shall provide an off-street passenger loading area if the majority of the users will be children.
 - c. A minimum of 100 feet setback shall be required to any activity area other than parking.
3. Parking Requirements: A minimum of one space per every four expected patrons at maximum capacity shall be provided.

(Ord. No. 12-07)

(s) Physical Activity Studio

Description: Physical activity studio land uses include all land uses which provide a facility for training, instruction, and physical activity within an enclosed building. Such activities often have operating hours which extend significantly earlier or later than most other commercial land uses, and often employ amplified music to set training tempo. Examples of such uses include health or fitness centers, all forms of training studios (yoga, dance, art, martial arts, gymnastics, etc.), and music schools.

1. Permitted by right: Not applicable.
2. Conditional Use Regulations: {NO, PO, NB, PB, GB, CB, PI, PBP}
 - a. If located on the same side of the building as abutting residentially zoned property, no customer entrance of any kind shall be permitted within 150 feet, or as far as possible, of a residentially zoned property.
 - b. Facility shall provide bufferyard with minimum opacity of .60 along all borders of the property abutting residentially zoned property if outdoor physical activity takes place (see Section 98-610).
 - c. Shall comply with Section 98-905, standards and procedures applicable to all conditional uses.
3. Parking Regulations: One space per every three persons at the maximum capacity of the establishment.

(t) Body piercing and Tattooing Services

Description: Body piercing and Tattooing Services land uses include all land uses which provide body piercing and Tattooing under Chapter HFS 173 of the Wisconsin Administrative Code.

1. Permitted by right: Not applicable.
2. Conditional Use Regulations: {PB, GB, CB,}
 - a. Shall comply with Section 98-905, standards and procedures applicable to all conditional uses.



VANDEWALLE & ASSOCIATES INC.

To: City of Lake Geneva
From: Mike Slavney, City Planning Consultant
Date: 20 June 2016
Re: Cosmetic Tattooing Options

In recent years, we have seen a shift in the societal perception of tattooing. Tattooing is increasingly seen as body art and a form of self-expression. According to Pew Research Center, 40 percent of millennials have at least one tattoo. Historically, communities have restricted the locations of tattoo parlors to certain zoning districts, as these uses had a demonstrated tendency to produce undesirable secondary effects on the surrounding properties. However, because of changing perceptions regarding tattooing, this may assumption may no longer apply.

At the same time, cosmetic tattooing has emerged as an increasingly popular service offered by the cosmetics industry. Cosmetic tattooing procedures typically involve applying permanent tattoos in order to create the appearance of eyeliner, eye shadow, lip, eyebrow, or cheek color. It may also involve scar concealment or re-pigmentation of areas following reconstructive surgery or trauma. These services are often offered in a salon or spa setting, and practitioners do not typically provide other types of tattooing or body art.

From a public health perspective, Wisconsin Statutes does not distinguish between conventional and cosmetic tattooing. All tattoo artists/technicians must be licensed. Both cosmetic and conventional tattooing are subject to the regulations of Chapter HFS 173 of the Wisconsin Administrative Code.

Communities throughout the country are grappling with the issue of how to allow cosmetic tattooing procedures, and whether or not to allow tattoo parlors of all kinds more broadly. Currently the City of Lake Geneva treats all tattooing as a Sexually-Oriented land use. Such uses are only permitted in the Heavy Industrial (HI) zoning district and must be located 1,000 feet from schools, churches, outdoor recreational facilities, and all areas zoned residential or agricultural. The City is interested in reevaluating this policy and/or separating cosmetic tattooing from conventional tattooing.

One approach would be to reclassify some or all types of tattooing as a Personal or Professional Service land use, as a regular salon or spa is classified. In Lake Geneva, such uses are permitted by right in the NO, PO, NB, PB, GB, CB, and PI zoning districts. The City of Sun Prairie recently adopted this approach, which is detailed in the attached City of Sun Prairie memo and ordinance from August 2015.

After reviewing the approaches used in Sun Prairie and other communities, five potential policy options have emerged:

Option 1: Limit All Tattooing Anywhere on the Body (Continue Current Policy)

- Continue to treat all tattooing services as a Sexually-Oriented land use.
- Considerations:
 - Easy to enforce
 - Does not allow cosmetic or conventional tattooing services in more locations in the City

Option 2: Limit Conventional Tattooing but Specifically Allow Cosmetic Tattooing (Sun Prairie's approach)

- Narrowly define cosmetic tattooing and treat it as a Personal or Professional Service land use. For example, Sun Prairie's definition of "permanent cosmetics" includes the following language:
 - "Procedures include, but are not limited to: the application of eyeliner, eye shadow, lip, eyebrow, or cheek color for the purposes of enhanced aesthetic; scar concealment; and/or re-pigmentation of areas involving reconstructive surgery or trauma."
- Continue to treat all other tattooing services not included in the definition of "permanent cosmetics" as a Sexually-Oriented land use.
- Considerations:
 - Harder to enforce. "Cosmetics" is subjective, and a narrow definition like Sun Prairie's may not hold up to legal scrutiny.
 - Allows cosmetic tattooing services in more locations in the City
 - Provides the ability to specifically allow all cosmetic procedures regardless of their location on the body
 - Does not allow conventional tattooing services in more locations in the City

***Option 3: Limit Tattooing Below the Clavicle**

- Treat tattooing services on areas of the body above the clavicle as a Personal or Professional Service land use.
- Treat tattooing services on areas of the body below the clavicle as a Sexually-Oriented land use.
- Considerations:
 - Easy to enforce.
 - Allows cosmetic tattooing services in more locations in the City
 - Cosmetic procedures below the clavicle (such as scar concealment) are still not allowed
 - Does not allow most conventional tattooing services in more locations in the City

Option 4: Limit Tattooing Only in Specified Areas of the Body

- Treat tattooing services in “sexually-oriented” areas of the body as a Sexually-Oriented land use. (“Sexually-oriented areas” are defined by Section 98-206(4)(p) of the zoning ordinance.)
- Treat all other tattooing services as a Personal or Professional Service land use.
- Considerations:
 - Easy to enforce, but requires conversations about “sexually-oriented” areas
 - Allows cosmetic tattooing services in more locations in the City
 - Most cosmetic procedures below the clavicle (such as scar concealment) would allowed
 - Allows conventional tattooing services in more locations in the City

Option 5: Do Not Limit Any Type of Tattooing Use

- Treat all tattooing services on any part of the body as a Personal or Professional Service land use.
- Do not treat any tattooing services as a Sexually-Oriented land use.
- Considerations:
 - Easy to enforce
 - Allows cosmetic and conventional tattooing services in more locations in the City
 - Allows for tattooing of sexually-oriented areas in commercial districts

Additionally, the City could have more control over the locations of tattooing services (conventional or cosmetic) by requiring a conditional use permit for tattooing services. This would require adding tattooing services/tattoo parlors as a distinct land use.

Regardless of the approach selected by the City, all cosmetic and conventional tattooing will continue to be subject to the regulations of Chapter HFS 173 of the Wisconsin Administrative Code.

MOTION #5

Hill/Hartz moved to close the public hearing. Motion carried unanimously.

MOTION #6

Kupsik/Hill moved to approve the recommendation on a Conditional Use application filed by FYF, LLC, 43 South Water Street East, Fort Atkinson, WI 53538 to operate a Commercial Indoor Lodging facility at an existing Commercial Building in the Central Business (CB) zoning district, including a fence in the Street Yard Setback and Downtown Design Review, located at 640 W Main Street, Tax Key No. ZOP 00306, including the fact finding, staff recommendations, offsite parking, site plan, building envelope, landscaping clad and material used for the building envelope to be reviewed at the next Plan Commission meeting, limiting the Conditional Use to the operator. Motion carried unanimously.

9. Public Hearing and recommendation on Zoning Text Amendment, to Section 98-206 Commercial Land Uses, pertaining to Tattooing, filed by the City of Lake Geneva, 626 Geneva Street, Lake Geneva, WI 53147.

DISCUSSION

Building Inspector Robers gave a brief overview of the recommendation and the three options provided to the Commission. There was a discussion related to the differences between the options. Slaveny stated that option #5b does remove that stigma and it gives you the ability to review each proposal and provides flexibility and control that the other alternatives don't do.

PUBLIC SPEAKER #1 –Elizabeth Chappell, 513 Broad Street, LG

Sexual land use is the ordinance tattooing is under currently. This change is trying to remove it out of that ordinance and create its own separate ordinance with tattooing.

As a licensed cosmetologist, if I would want to provide this type of service, under the Wisconsin Administrative code for cosmetology, code # 2.03, #8, a licensee may not provide the following services unless both the licensee and the establishment are properly licensed by the Department of Health Services.

- a. body piercing, except piercing of ears
- b. tattooing, including permanent cosmetic
- c. operating of a tanning booth

Therefore please note that a salon or spa would still need to get a license by the State of Wisconsin.

MOTION #7

Hill/Skates moved to close the public hearing. Motion carried unanimously.

MOTION #8

Hartz/Skates motion to accept option 5b as the recommended Zoning Text Amendment, to Section 98-206 Commercial Land Uses, pertaining to Tattooing, filed by the City of Lake Geneva, 626 Geneva Street, Lake Geneva, WI 53147.

Motion carried 5 to 1 with Sarah Hill "abstaining."

10. Adjournment

MOTION #9

Skates/Hill moved to adjourn the meeting at 7:49 pm. Motion carried unanimously.

/s/Sabrina Waswo, City Clerk

THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED BY THE PLAN COMMISSION

Option #5b – allowing tattooing above in Personal or Professional Service with a Conditional Use Permit which affects Sections 4p and creates Section 4t.

(4) Commercial Land Uses

(a) Office

Description: Office land uses include all exclusively indoor land uses whose primary functions are the handling of information or administrative services. Such land uses do not typically provide services directly to customers on a walk-in or on-appointment basis.

1. Permitted by Right {NO, PO, NB, PB, GB, CB, PI, GI, HI}
2. Conditional Use Regulations: Not applicable.
3. Parking Regulations: One space per 300 square feet of gross floor area.

(b) Personal or Professional Service

Description: Personal service and professional service land uses include all exclusively indoor land uses whose primary function is the provision of services directly to an individual on a walk-in or on-appointment basis. Examples of such uses include professional services, insurance or financial services, realty offices, medical offices, and clinics, veterinary clinics, barber shops, beauty shops, and related land uses.

1. Permitted by Right {NO, PO, NB, PB, GB, CB, PI}
2. Conditional Use Regulations: Not applicable.
3. Parking Regulations: one space per 300 square feet of gross floor area.

(c) Indoor Sales or Service

Description: Indoor sales and service land uses include all land uses which conduct or display sales or rental merchandise or equipment, or non-personal or non-professional services, entirely within an enclosed building. This includes self-service facilities such as coin-operated Laundromats. Depending on the zoning district, such land uses may or may not display products outside of an enclosed building. Such activities are listed as “Outdoor Display Incidental to Indoor Sales” under “Accessory Uses” in the Table of Land Uses, (Section 98-206(8)(f)). A land use which contains both indoor sales and outdoor sales exceeding 15% of the total sales area of the building(s) on the property shall be considered an outdoor sales land use, (See (d), below.). Artisan craft production such as consumer ceramics, custom woodworking, or other production activities directly associated with retail sales are regulated as “light industrial uses incidental to retail sales” (see Section 98-206(8)(i).)

1. Permitted by Right {NB, PB, GB, CB}
2. Conditional Use Regulations {NO, PO, PI}
 - a. Permitted uses shall be limited to indoor sales and personal services which primarily support office tenants such as office supply stores, copy centers and travel agencies.
 - b. Shall comply with Section 98-905, standards and procedures applicable to all conditional uses.

3. Parking Regulations: One space per 300 square feet of gross floor area.

(d) **Outdoor Display** (Ord. No. 01-19 2/12/01)

Description: Outdoor display land uses include all land uses which conduct sales, display sales or rental merchandise or equipment outside of an enclosed building. Examples of such land uses include vehicle rental, manufactured and mobile housing sales and monument sales. The area of outdoor sales shall be calculated as the area which would be enclosed by a fence installed and continually calculated maintained in the most efficient manner which completely encloses all materials displayed outdoors. Such land uses do not include the storage or display of inoperative vehicles or equipment, or other materials typically associated with a junkyard or salvage yard. (See Subsection (5), below, also.) (Land uses which conduct or display only a limited amount of product outside of an enclosed building, are listed separately in Sections 98-906(8)(f) as "Outdoor Display Incidental to Indoor Sales.")

1. Permitted by Right: Not applicable

2. Conditional Use Regulations {CB, PB, GB}:

- a. The display of items shall not be permitted in permanently protected green space areas, required landscaped areas, or required bufferyards.
- b. The display of items shall not be permitted within required setback areas for the principal structure.
- c. In no event shall the display of items reduce or inhibit the use or number of parking stalls provided on the property below the requirement established by the provisions of Section 98-704. If the number of provided parking stalls on the property is already less than the requirement, such display area shall not further reduce the number of parking stalls already present.
- d. Display areas shall be separated from any vehicular parking or circulation area by a minimum of 10 feet. This separation shall be clearly delimited by a physical such as a greenway, curb, fence, or line of planters, or by a clearly marked paved area.
- e. Signs, screenage, enclosures, landscaping, or materials being displayed shall not interfere in any manner with either on-site or off-site traffic visibility, including potential traffic/traffic and traffic/pedestrian conflicts.
- f. Outdoor display shall be permitted during the entire calendar year, however, if goods are removed from the display area all support fixtures used to display the goods shall be removed within 10 calendar days of the goods' removal.
- g. Inoperative vehicles or equipment, or other items typically stored or displayed in a junkyard or salvage yard, shall not be displayed for this land use.
- h. Facility shall provide a bufferyard with a minimum opacity of .60 along all borders of the display area abutting residentially zoned property, except per e., above (See Section 98-610.).
- i. Shall comply with Section 98-905 regarding conditional uses.

3. Parking regulations:

- a. In front of required principal building setback: one space per 300 square feet of gross floor area.

- b. Behind required principal building setback: one space per 300 square feet of gross floor area.

(e) Indoor Maintenance Service

Description: Indoor maintenance services include all land uses which perform maintenance services (including repair) and contain all operations (except loading) entirely within an enclosed building. Because of outdoor vehicle storage requirements, vehicle repair and maintenance is considered a vehicle repair and maintenance land use, (See Section 98-206(4)(q)).

1. Permitted by Right {NB, PB, GB, CB, PI, GI, HI}
2. Conditional Use Regulations: Not applicable.
3. Parking Regulations: One space per 300 square feet of gross floor area.

(f) Outdoor Maintenance Service

Description: Outdoor maintenance services include all land uses which perform maintenance services, including repair, and have all, or any portion, of their operations located outside of an enclosed building.

1. Permitted by Right: Not applicable.
2. Conditional Use Regulations {HI}:
 - a. All outdoor activity areas shall be completely enclosed by a minimum 6 feet high fence. Such enclosures shall be located a minimum of 50 feet from any residentially zoned property and shall be screened from such property by a bufferyard with a minimum opacity of .60 (see Section 98-610).
 - b. Shall comply with Section 98-905, standards and procedures applicable to all conditional uses.
3. Parking Regulations: One space per 300 square feet of gross floor area.

(g) In-Vehicle Sales or Service

Description: In-vehicle sales and service land uses include all land uses which perform sales and/or services to persons in vehicles, or to vehicles which may or may not be occupied at the time of such activity (except vehicle repair and maintenance services, see Section 98-206(4)(q)). Such land uses often have traffic volumes which exhibit their highest levels concurrent with peak traffic flows on adjacent roads. Examples of such land uses include drive-in, drive-up, and drive-through facilities, vehicular fuel stations, all forms of car washes. If performed in conjunction with a principal land use (for example, a convenience store, restaurant or bank), in-vehicle sales and service land uses shall be considered an accessory use (see Section 98-206(8)(g)).

1. Permitted by Right: Not applicable.
2. Conditional Use Regulations {PO, NB, PB, GB, CB, PI}:
 - a. Clearly marked pedestrian crosswalks shall be provided for each walk-in customer access to the facility adjacent to the drive-through lane(s).
 - b. The drive-through facility shall be designed so as to not impede or impair vehicular and pedestrian traffic movement, or exacerbate the potential for pedestrian/vehicular conflicts.

- c. In no instance shall a drive-through facility be permitted to operate which endangers the public safety, even if such land use has been permitted under the provisions of this Section.
 - d. The setback of any overhead canopy or similar structure shall be a minimum of 10 feet from all street rights-of-way lines, a minimum of 20 feet from all residentially-zoned property lines, and shall be a minimum of 5 feet from all other property lines. The total height of any overhead canopy or similar structure shall not exceed 20 feet as measured to the highest part of the structure.
 - e. All vehicular areas of the facility shall provide a surface paved with concrete or bituminous material which is designed to meet the requirements of a minimum 4 ton axle load.
 - f. Facility shall provide a bufferyard with a minimum opacity of .60 along all property borders abutting residentially zoned property (Section 98-610).
 - g. Interior curbs shall be used to separate driving areas from exterior fixtures such as fuel pumps, vacuums, menu boards, canopy supports and landscaped islands. Said curbs shall be a minimum of 6 inches high and be of a non-mountable design. No curb protecting an exterior fixture shall be located closer than 25 feet to all property lines.
 - h. Shall comply with Section 98-905, standards and procedures applicable to all conditional uses.
3. Parking Regulations: One space per 50 square feet of gross floor area. Each drive-up lane shall have a minimum stacking length of 100 feet behind the pass through window and 40 feet beyond the pass through window.

(h) Indoor Commercial Entertainment

Description: Indoor commercial entertainment land uses include all land uses which provide entertainment services entirely within an enclosed building. Such activities often have operating hours which extend significantly later than most other commercial land uses. Examples of such land uses include restaurants, taverns, theaters, bowling alleys, arcades, roller rinks, and pool halls.

- 1. Permitted by Right: Not applicable
- 2. Conditional Use Regulations {NO, PO, NB, PB, GB, CB, PI}:
 - a. If located on the same side of the building as abutting residentially zoned property, no customer entrance of any kind shall be permitted within 150 feet, or as far as possible, of a residentially zoned property.
 - b. Facility shall provide bufferyard with minimum opacity of .60 along all borders of the property abutting residentially zoned property (see Section 98-610).
 - c. Shall comply with Section 98-905, standards and procedures applicable to all conditional uses.
- 3. Parking Regulations: One space per every three patron seats or lockers (whichever is greater); or one space per three persons at the maximum capacity of the establishment; (whichever is greater).

(f) Outdoor Commercial Entertainment

Description: Outdoor commercial entertainment land uses include all land uses which provide entertainment services partially or wholly outside of an enclosed building. Such activities often have the potential to be associated with nuisances related to noise, lighting, dust, trash and late operating hours. Outdoor entertainment land uses may include, but are not limited to, outdoor eating and drinking areas, and outdoor assembly areas.

1. Permitted by Right: Not applicable.
2. Conditional Use Regulations: {RH, NO, PO, NB, PB, GB, CB, PI }:
 - a. Facility shall provide bufferyard with minimum opacity of .60 along all borders of the property abutting residentially zoned property (Section 98-610).
 - b. Shall comply with Section 98-905, standards and procedures applicable to all conditional uses.
3. Parking Regulations: One space for every three patron seats at the maximum capacity of the establishment.

(Ord. No. 12-07)

(j) Commercial Animal Boarding

Description: Commercial animal boarding facility land uses include land uses which provide short-term and/or long-term boarding for animals. Examples of these land uses include commercial kennels and commercial stables. Exercise yards, fields, training areas, and trails associated with such land uses are considered accessory to such land uses and do not require separate consideration. Animal boarding facilities and activities which, except for parking are completely and continuously contained indoors, are subject to a separate set of regulations (see 4., below.).

1. Permitted by Right: Not applicable.
2. Conditional Use Regulations {RH, PB, GB, PI, GI, PBP}:
 - a. All activities, except vehicle parking, shall be completely and continuously contained indoors—including animal exercise and display areas.
 - b. The minimum permitted size of horse or similar animal stall shall be 100 sf.
 - c. Special events such as shows, exhibitions, and contests shall only be permitted when a temporary use permit has been secured. (See Section 98-906).
 - d. Shall comply with Section 98-905, standards and procedures applicable to all conditional uses.
3. Parking Regulations: One space per every 1,000 square feet of gross floor area.

(k) Commercial Indoor Lodging

Description: Commercial indoor lodging facilities include land uses which provide overnight housing in individual rooms or suites of rooms, each room or suites of rooms, each room or suite having a private bathroom. 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. 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. Shall comply with Section 98-905, standards and procedures applicable to all conditional uses.
3. Parking Regulations: One space per bedroom, plus one space for each employee on the largest work shift.

(I) **Bed and Breakfast Establishment**

Description: Bed and breakfast establishments are exclusively indoor lodging facilities which provide meals only to paying lodgers. Such land uses may provide indoor recreational facilities for the exclusive use of their customers.

1. Permitted by Right: Not applicable.
2. Conditional Use Regulations {RH, CR-5ac, ER-1, SR-3, SR-4, TR-6, MR-8, NO, NB, PB, GB, CB}:
 - a. All such facilities shall be required to obtain a permit to serve liquor, if applicable. They shall be inspected annually at a fee as established by a fee separate ordinance, to verify that the land use continues to meet all applicable regulations.
 - b. 1 sign, with a maximum area of 20 sf, shall be permitted on the property.
 - c. Facility shall provide a bufferyard with a minimum opacity of .60 along all property borders abutting residentially zoned property (see Section 98-610).
 - d. No premises shall be utilized for a bed and breakfast operation unless there are at least two (2) exits to the outdoors from such premises. Rooms utilized for sleeping shall have a minimum size of one hundred (100) square feet for two (2) occupants with an additional thirty (30) square feet for each additional occupant to a maximum of four (4) occupants per room. Each sleeping room used for the bed and breakfast operation shall have a separate operational smoke detector alarm, as required in the Lake Geneva Building Code. One lavatory and bathing facility shall be required for every 10 occupants, in addition to the owner/occupants personal facilities.
 - e. The dwelling unit in which the bed and breakfast takes place shall be the principal residence of the operator/owner and said operator/owner shall live on the premises when the bed and breakfast operation is active.
 - f. Only the meal of breakfast shall be served to overnight guests.
 - g. Each operator shall keep a list of names of all persons staying at the bed and breakfast operation. This list shall be kept on file for a period of one year. Such list shall be available for inspection by City officials at any time.

- h. The maximum stay for any occupants of a bed and breakfast operation shall be fourteen (14) days.
 - i. It shall be unlawful for any persons to operate a bed and breakfast operation as defined and as permitted in the Municipal Code of the City of Lake Geneva without first having obtained a conditional use permit.
 - j. Application Requirements. Applicant for a license to operate a bed and breakfast shall submit a floor plan of the single-family dwelling unit illustrating that the proposed operation will comply with the City Zoning Ordinance as amended, other applicable City codes and ordinances, and within the terms of this Chapter.
 - k. Consideration of Issuance. After application duly filed with the Clerk for a license under this division, Plan Commission review and recommendation for a conditional use permit, the Council shall hold a public hearing and determine whether any further license shall be issued based upon the public convenience and necessity of the people in the City. In the Council's determination of the number of bed and breakfast operations required to provide for such public convenience and necessity, the Council shall consider the effect upon residential neighborhoods of issuance of additional licenses for public services.
 - l. Public Nuisance Violations. Bed and breakfast operations shall not be permitted whenever the operation endangers, or offends, or interferes with the safety or rights of others so as to constitute a nuisance.
 - m. Suspension, Revocation and Renewal. Any license issued under the provisions of this Chapter may be revoked by the City Council for good cause shown after investigation and opportunity to the holder of such license to be heard in opposition thereto; in such investigation the compliance or non-compliance with the state law and local ordinances, the conduct of the licensee in regard to the public, and other consideration shall be weighed in determination of such issue.
 - n. Shall comply with Section 98-905, standards and procedures applicable to all conditional uses.
3. Parking Regulations: One space per each bedroom.

(m) Group Day Care Center (Nine or More Children)

Description: Group day care centers are land uses in which qualified persons provide child care services for nine or more children. Examples of such land uses include day care centers and nursery schools. Such land uses shall not be located within a residential building. Such land uses may be operated in conjunction with another principal land use on the same environs, such as a church, school, business, or civic organization. In such instances, group day care centers are not considered as accessory uses and therefore require review as a separate land use.

- 1. Permitted by Right: Not applicable.
- 2. Conditional Use Regulations {TR-6, MR-8, NO, PO, NB, PB, GB, CB, PI, GI}
 - a. Facility shall provide a bufferyard with a minimum opacity of .50 along all property borders abutting residentially zoned property (see Section 98-610).
 - b. Shall comply with Section 98-905, applicable to all conditional uses.
 - c. Property owner's permission is required as part of the conditional use permit application.

3. Parking Regulations: One space per five students, plus one space for each employee on the largest work shift.

(n) Campground

Description: Campgrounds include any facilities designed for overnight accommodation of persons in tents, travel trailers, or other mobile or portable shelters or vehicles.

1. Permitted by Right: Not applicable.
2. Conditional Use Regulations {RH}:
 - a. Facility shall provide a bufferyard with a minimum opacity of .70 along all property borders abutting residentially zoned property (see Section 98-610).
 - b. Shall comply with Section 98-905, applicable to all conditional uses.
3. Parking Regulations: One and one-half (1.5) spaces per campsite.

(o) Boarding House

Description: Boarding Homes include any residential use renting rooms which do not contain private bathroom facilities (with the exception of approved bed and breakfast facilities).

1. Permitted by Right: Not applicable.
2. Conditional Use Regulations {MR-8, NO, NB, GB, and CB}
 - a. Facility shall provide a bufferyard with a minimum opacity of .60 along all property borders abutting residentially zoned property (see Section 98-610).
 - b. Shall provide a minimum of one on-site parking space for each room for rent.
 - c. Shall be located in an area of transition from residential land uses to nonresidential land uses.
 - d. Shall comply with Section 98-905, applicable to all conditional uses.
3. Parking Regulations: One space per five students, plus one space for each employee on the largest work shift.

(p) Sexually-Oriented Land Uses

Description: Sexually-oriented land uses include any facility oriented to the display of sexually-oriented materials such as videos, movies, slides, photos, books, or magazines; or actual persons displaying and/or touching sexually specified areas—~~including the provision of body piercing or tattooing services~~. For the purpose of this Chapter, “sexually-oriented areas” includes any one or more of the following: genitals, anal area, female areola or nipple; and sexually-oriented material includes any media which displays sexually specified area(s). Establishments which sell or rent sexually-oriented materials shall not be considered sexually-oriented if the area devoted to sale of said materials is less than 5% of the sales area devoted to non-sexually oriented materials and if such materials are placed in generic covers or otherwise obscured areas. NOTE: The incorporation of this Subsection into this Chapter is designed to reflect the City Council’s official finding that sexually-oriented commercial uses have a predominant tendency to produce certain undesirable secondary effects on the surrounding community, as has been demonstrated in other, similar jurisdictions. Specifically, the City Council is concerned with the potential for such uses to limit: the attractiveness of nearby locations for new

development, the ability to attract and/or retain customers, and the ability to market and sell nearby properties at a level consistent with similar properties not located near such facilities. It is explicitly not the intent of this Subsection to suppress free expression by unreasonably limiting alternative avenues of communication, but rather to balance the need to protect free expression opportunities with the need to implement the City's Comprehensive Master Plan and protect the character and integrity of its commercial and residential neighborhoods.

1. Permitted by Right: Not applicable.
2. Conditional Use Regulations {HI}:
 - a. Shall be located a minimum of 1,000 feet from any agriculturally zoned property or residentially zoned property; and shall be located a minimum of 1,000 feet from any school, church, or outdoor recreational facility.
 - b. Exterior building appearance and signage shall be designed to ensure that use does not detract from the ability of businesses in the vicinity to attract customers, nor affect the marketability of properties in the vicinity for sale at their assessed values.
 - c. Shall comply with Section 98-905, applicable to all conditional uses.
3. Parking Regulations: One space per 300 sq ft of gross floor area, or one space per person at the maximum capacity of the establishment (whichever is greater).

(q) Vehicle Repair and Maintenance Service

Description: Vehicle repair and maintenance services include all land uses which perform maintenance services (including repair) to motorized vehicles and contain all operations (except vehicle storage) entirely within an enclosed building.

1. Permitted by Right: Not applicable.
2. Conditional Use Regulations {PB, GB, GI, HI}:
 - a. Storage of abandoned vehicles is prohibited.
 - b. Facility shall provide a bufferyard with a minimum opacity of .60 along all property borders abutting residentially zoned property (Section 98-610).
 - c. Shall comply with Section 98-905, applicable to all conditional uses.
3. Parking Regulations: One space per 300 square feet of gross floor area. Adequate on-site parking is required for all customer and employee vehicles.

(r) Intensive Outdoor Recreation

Description: Land uses, located on public or private property, that require intensive lighting and generate regional traffic and noise beyond property lines. Intensive Outdoor Recreation uses may include, but are not limited to, amusement parks, water parks, fair grounds, outdoor stadiums, drive-in theaters, outdoor commercial swimming pools, driving ranges, miniature golf facilities, go-cart tracks, racetracks, and tournament –oriented athletic facilities.

1. Permitted by right: Not applicable.
2. Conditional Use Regulations: {RH and PB}

- a. A bufferyard with a minimum opacity of 1.0 shall be provided along all property abutting residentially zoned property and for any facility requiring night lighting.
 - b. Facilities serving a regional or community-wide function shall provide an off-street passenger loading area if the majority of the users will be children.
 - c. A minimum of 100 feet setback shall be required to any activity area other than parking.
3. Parking Requirements: A minimum of one space per every four expected patrons at maximum capacity shall be provided.

(Ord. No. 12-07)

(s) Physical Activity Studio

Description: Physical activity studio land uses include all land uses which provide a facility for training, instruction, and physical activity within an enclosed building. Such activities often have operating hours which extend significantly earlier or later than most other commercial land uses, and often employ amplified music to set training tempo. Examples of such uses include health or fitness centers, all forms of training studios (yoga, dance, art, martial arts, gymnastics, etc.), and music schools.

1. Permitted by right: Not applicable.
2. Conditional Use Regulations: {NO, PO, NB, PB, GB, CB, PI, PBP}
 - a. If located on the same side of the building as abutting residentially zoned property, no customer entrance of any kind shall be permitted within 150 feet, or as far as possible, of a residentially zoned property.
 - b. Facility shall provide bufferyard with minimum opacity of .60 along all borders of the property abutting residentially zoned property if outdoor physical activity takes place (see Section 98-610).
 - c. Shall comply with Section 98-905, standards and procedures applicable to all conditional uses.
3. Parking Regulations: One space per every three persons at the maximum capacity of the establishment.

(t) Body piercing and Tattooing Services

Description: Body piercing and Tattooing Services land uses include all land uses which provide body piercing and Tattooing under Chapter HFS 173 of the Wisconsin Administrative Code.

1. Permitted by right: Not applicable.
2. Conditional Use Regulations: {PB, GB, CB,}
 - a. Shall comply with Section 98-905, standards and procedures applicable to all conditional uses.



VANDEWALLE & ASSOCIATES INC.

To: City of Lake Geneva
From: Mike Slavney, City Planning Consultant
Date: 20 June 2016
Re: Cosmetic Tattooing Options

In recent years, we have seen a shift in the societal perception of tattooing. Tattooing is increasingly seen as body art and a form of self-expression. According to Pew Research Center, 40 percent of millennials have at least one tattoo. Historically, communities have restricted the locations of tattoo parlors to certain zoning districts, as these uses had a demonstrated tendency to produce undesirable secondary effects on the surrounding properties. However, because of changing perceptions regarding tattooing, this may assumption may no longer apply.

At the same time, cosmetic tattooing has emerged as an increasingly popular service offered by the cosmetics industry. Cosmetic tattooing procedures typically involve applying permanent tattoos in order to create the appearance of eyeliner, eye shadow, lip, eyebrow, or cheek color. It may also involve scar concealment or re-pigmentation of areas following reconstructive surgery or trauma. These services are often offered in a salon or spa setting, and practitioners do not typically provide other types of tattooing or body art.

From a public health perspective, Wisconsin Statutes does not distinguish between conventional and cosmetic tattooing. All tattoo artists/technicians must be licensed. Both cosmetic and conventional tattooing are subject to the regulations of Chapter HFS 173 of the Wisconsin Administrative Code.

Communities throughout the country are grappling with the issue of how to allow cosmetic tattooing procedures, and whether or not to allow tattoo parlors of all kinds more broadly. Currently the City of Lake Geneva treats all tattooing as a Sexually-Oriented land use. Such uses are only permitted in the Heavy Industrial (HI) zoning district and must be located 1,000 feet from schools, churches, outdoor recreational facilities, and all areas zoned residential or agricultural. The City is interested in reevaluating this policy and/or separating cosmetic tattooing from conventional tattooing.

One approach would be to reclassify some or all types of tattooing as a Personal or Professional Service land use, as a regular salon or spa is classified. In Lake Geneva, such uses are permitted by right in the NO, PO, NB, PB, GB, CB, and PI zoning districts. The City of Sun Prairie recently adopted this approach, which is detailed in the attached City of Sun Prairie memo and ordinance from August 2015.

After reviewing the approaches used in Sun Prairie and other communities, five potential policy options have emerged:

Option 1: Limit All Tattooing Anywhere on the Body (Continue Current Policy)

- Continue to treat all tattooing services as a Sexually-Oriented land use.
- Considerations:
 - Easy to enforce
 - Does not allow cosmetic or conventional tattooing services in more locations in the City

Option 2: Limit Conventional Tattooing but Specifically Allow Cosmetic Tattooing (Sun Prairie's approach)

- Narrowly define cosmetic tattooing and treat it as a Personal or Professional Service land use. For example, Sun Prairie's definition of "permanent cosmetics" includes the following language:
 - "Procedures include, but are not limited to: the application of eyeliner, eye shadow, lip, eyebrow, or cheek color for the purposes of enhanced aesthetic; scar concealment; and/or re-pigmentation of areas involving reconstructive surgery or trauma."
- Continue to treat all other tattooing services not included in the definition of "permanent cosmetics" as a Sexually-Oriented land use.
- Considerations:
 - Harder to enforce. "Cosmetics" is subjective, and a narrow definition like Sun Prairie's may not hold up to legal scrutiny.
 - Allows cosmetic tattooing services in more locations in the City
 - Provides the ability to specifically allow all cosmetic procedures regardless of their location on the body
 - Does not allow conventional tattooing services in more locations in the City

***Option 3: Limit Tattooing Below the Clavicle**

- Treat tattooing services on areas of the body above the clavicle as a Personal or Professional Service land use.
- Treat tattooing services on areas of the body below the clavicle as a Sexually-Oriented land use.
- Considerations:
 - Easy to enforce.
 - Allows cosmetic tattooing services in more locations in the City
 - Cosmetic procedures below the clavicle (such as scar concealment) are still not allowed
 - Does not allow most conventional tattooing services in more locations in the City

Option 4: Limit Tattooing Only in Specified Areas of the Body

- Treat tattooing services in “sexually-oriented” areas of the body as a Sexually-Oriented land use. (“Sexually-oriented areas” are defined by Section 98-206(4)(p) of the zoning ordinance.)
- Treat all other tattooing services as a Personal or Professional Service land use.
- Considerations:
 - Easy to enforce, but requires conversations about “sexually-oriented” areas
 - Allows cosmetic tattooing services in more locations in the City
 - Most cosmetic procedures below the clavicle (such as scar concealment) would allowed
 - Allows conventional tattooing services in more locations in the City

Option 5: Do Not Limit Any Type of Tattooing Use

- Treat all tattooing services on any part of the body as a Personal or Professional Service land use.
- Do not treat any tattooing services as a Sexually-Oriented land use.
- Considerations:
 - Easy to enforce
 - Allows cosmetic and conventional tattooing services in more locations in the City
 - Allows for tattooing of sexually-oriented areas in commercial districts

Additionally, the City could have more control over the locations of tattooing services (conventional or cosmetic) by requiring a conditional use permit for tattooing services. This would require adding tattooing services/tattoo parlors as a distinct land use.

Regardless of the approach selected by the City, all cosmetic and conventional tattooing will continue to be subject to the regulations of Chapter HFS 173 of the Wisconsin Administrative Code.



OFFICE OF THE CITY CLERK

SABRINA WASWO
626 Geneva Street
Lake Geneva, WI 53147
262.249.4092 • cityclerk@cityoflakegeneva.com

Date: October 22, 2016
To: Mayor and Common Council
From: Sabrina Waswo, City Clerk
Re: Website Redesign

Last year Council approved upgrading the City website with our current vendor GovOffice. The Communications Committee has provided input in the process and directed the clerk to select the final designs for council approval. At this time only the design colors and layout are being selected. Once a design is approved, the clerk will work with GovOffice to organize the content.

The recommendation is to have Council select from one of the website designs provided in the packet.

HOME

TOURISM ▾

BUSINESS ▾

RESIDENTS ▾

GOVERNMENT ▾

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Our Mission

Our mission is to preserve its small city atmosphere, reasonable cost of living and high quality of life by carefully controlling land use and development and delivering high quality programs and services in a responsible manner



CITY OF LAKE GENEVA Wisconsin

CITY GOVERNMENT ▾

PRESS RELEASES ▾

HOW DO I? ▾

REPORT A CONCERN ▾

SITE MAP ▾

Welcome to Lake Geneva, WI

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Quick Links



Parking



Pay Online

Meetings
CalendarAgenda
& MinutesLicenses
& PermitsRiviera
Ballroom

Upcoming Meetings

Jan 18 6:30pm
Plan Commission
CANCELLED / NO MEETING

Jan 20 6:00pm
Parking Commission
CANCELLED

Jan 20 6:00pm
Tree Board

Jan 21 4:00pm
Utility Commission

Jan 25 6:00pm
Finance, License & Regulation
Committee

[read more](#)

Latest News & Events

This is A Sample News Title

Saturday, October 17, 2015 7:00 p.m.

Nam consequat ip ipsum, congue fermentum arcu convallis sed. Sed iaculis dui non diam condimentum, non tincidunt.

This is Another Sample News Title

October 17, 2015 7:00 p.m.

Duis massa ante, pretium euneque sed, sagittis molestie urna. viverra varius urna, gravida maximus libero.

This is A Sample News Title

Saturday, October 17, 2015 7:00 p.m.

Mauris vulputate ante eu bibendum faibus. Etiam lorem ante primis in faucibus orci cubilia.

[read more](#)

Local Weather

Lake Geneva, WI

Weather



10:07 AM Fri Oct 7

WIWeather

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 Search

CITY OF

LAKE GENEVA *Wisconsin*

CITY GOVERNMENT ▾

PRESS RELEASES ▾

HOW DO I? ▾

REPORT A CONCERN ▾

SITE MAP ▾

Welcome to Lake Geneva, WI

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Quick Links



Parking



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Meetings
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This is Another Sample News Title

October 17, 2015 7:00 p.m.
Duis massa ante, pretium euneque sed, sagittis molestie urna. viverra varius urna, gravida maximus libero.

This is A Sample News Title

Saturday, October 17, 2015 7:00 p.m.
Mauris vulputate ante eu bibendum faibus. Etiam lorem ante primis in faucibus orci cubilia.

[read more](#)

Local Weather

Lake Geneva, WI

Weather



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**City of Lake Geneva
Council Meeting
October 24, 2016**

**Prepaid Checks
10/11/16 - 10/21/16**

**Total:
\$5,297.59**

Checks over \$5,000:

\$ -

FROM 10/12/2016 TO 10/21/2016

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT

GREATC	THE TEACHING COMPANY LLC								
	51607715/2016			09/23/16		63772	10/12/16	462.35	462.35
	01	DVDS-13	9900005410						462.35
									VENDOR TOTAL: 462.35
JAMESI	JAMES IMAGING SYSTEMS INC								
	19508928			10/10/16		63779	10/19/16	370.61	370.61
	01	TOSH ES2540-OCT	9900005532						321.93
	02	TOSH ES2540-LATE CHG	9900005532						48.68
									VENDOR TOTAL: 370.61
MLIC	SECURIAN FINANCIAL GROUP								
	RE101016			10/03/16		63773	10/12/16	1,890.13	1,890.13
	01	INV 099002-NOV LIFE INS	1112005134						10.11
	02	INV 099002-NOV LIFE INS	1113005134						34.09
	03	INV 099002-NOV LIFE INS	1114305134						9.14
	04	INV 099002-NOV LIFE INS	4234505134						3.84
	05	INV 099002-NOV LIFE INS	1115105134						44.63
	07	INV 099002-NOV LIFE INS	1124005134						30.79
	12	INV 099009-NOV LIFE INS	1121005134						276.28
	15	INV 099010-NOV LIFE INS	1122005133						66.28
	17	INV 099019-NOV LIFE INS	9900005134						99.13
	20	INV 099044-NOV LIFE INS	4234505134						23.06
	23	INV 099052-NOV LIFE INS	4055105134						3.70
	24	INV 099052-NOV LIFE INS	1132105134						131.56
	25	INV 099052-NOV LIFE INS	1116105134						20.86
	26	INV 099016-NOV LIFE INS	4800005134						30.28
	27	NOV LIFE INS	1110005133						142.74
	28	NOV LIFE INS	1100002134						939.23
	29	INV 099002-NOV LIFE INS	1114205134						24.41
									VENDOR TOTAL: 1,890.13
MOELL	AMANDA MOELLER								
	REIMB 10/16			10/17/16		63780	10/19/16	99.72	99.72
	01	CRISIS TRAINING-168 MILES	1121005330						90.72
	02	CRISIS TRAINING-MEAL	1121005331						9.00
									VENDOR TOTAL: 99.72
MOORE	RITA MOORE								
	REIMB 10/17			09/18/16		63781	10/19/16	27.00	27.00
	01	DISPATCH TRAINING-MEALS	1121005331						27.00
									VENDOR TOTAL: 27.00

**City of Lake Geneva
Council Meeting
October 24, 2016**

Accounts Payable

	<u>Fund #</u>	
1. General Fund	11	\$ 261,035.29
2. Debt Service	20	\$ 94.84
3. TID #4	34	\$ 200.00
4. Lakefront	40	\$ 27,718.12
5. Capital Projects	41	\$ -
6. Parking	42	\$ 3,875.22
7. Cemetery	48	\$ 2,740.76
8. Equipment Replacement	50	\$ -
9. Library Fund	99	\$ 1,330.21
10. Impact Fees	45	\$ 10,665.00
11. Tax Agency Fund	89	\$ -
Total All Funds		<u><u>\$307,659.44</u></u>

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

COUNCIL MEETING DATE: 10/24/16

TOTAL UNPAID ACCOUNTS PAYABLE **\$ 307,659.44**

ITEMS > \$5,000

R&R Insurance - Workers Comp, Property, Liability, & Crime insurance	\$ 195,704.00
Alliant Energy - October Electric Bills	\$ 23,460.65
Gage Marine - Refund duplicate billing of Pier Lease, Space J, and Space SE	\$ 22,391.85
Lake Geneva Utility - Impact Fees, Diggers Hotline share	\$ 18,527.31
Gifford Tree Service - Tornado Tree Cleanup	\$ 12,000.00
Humphreys Contracting - Repair Street Light damage (insurance reimbursed)	\$ 5,375.00

Balance of Other Items \$ 30,200.63

INVOICES DUE ON/BEFORE 10/25/2016

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT

ADVANAU ADVANCE AUTO PARTS							
7193628535085	10/11/16	01	OIL,GREASE, SPARK PLUG	4800005250		10/25/16	36.44
						INVOICE TOTAL:	36.44
7193628635116	10/12/16	01	BATTERY-MOWER	4800005250		10/25/16	49.99
						INVOICE TOTAL:	49.99
						VENDOR TOTAL:	86.43
ADVAND ADVANCED DISPOSAL SERVICES							
A40000007641	09/30/16	01	LANDFILL USE-8.19 TN	1136005296		10/25/16	457.52
						INVOICE TOTAL:	457.52
						VENDOR TOTAL:	457.52
ALLIANT ALLIANT ENERGY							
RE102016	10/04/16	01	ACCT #026273-HAVENWOOD FLSH	1134105222		10/25/16	7.67
		02	ACCT #057300-SOUTH/WELLS FLSH	1134105222			10.30
		03	ACCT #064443-WELLS ST FLSH	1134105222			9.51
		04	ACCT #072470-MAIN ST LITES	1134105223			109.36
		07	ACCT #108571-1055 CAREY	1132105222			125.41
		08	ACCT #111395-BROAD ST TRFC LT	1134105223			41.55
		09	ACCT #121601-SHARED SAVINGS P	2081005625			94.37
		10	ACCT #121601-SHARED SAVINGS I	2081005664			0.47
		11	ACCT #148614-HWY 50/12 FLASHER	1134105222			10.62
		12	ACCT #152472-W COOK SIREN	1129005222			10.17
		13	ACCT #161895-RIVIERA ELEC	4055305222			3,980.81
		14	ACCT #165231-BEACH HOUSE	4054105222			429.94
		15	ACCT #178450-INTCHG N/SHER SPR	1134105223			70.38
		16	ACCT #182684-HWY 120/BLMFLD LT	1134105223			102.90
		17	ACCT #243254-LIBRARY PARK	1152005222			19.76
		18	ACCT #252132-EDWDS BLVD/WM SIG	1134105223			66.99
		20	ACCT #293132-SAGE ST/DUNN SRN	1129005222			4.81
		21	ACCT #303645-MS2 STREET LTS	1134105223			301.56
		22	ACCT #327582-DUNN FIELD	1152005922			88.04

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ALLIANT	ALLIANT ENERGY						
RE102016	10/04/16	23	ACCT #339772-SNAKE RD/HWY 50	1134105222		10/25/16	10.27
		24	ACCT #363673-VETS PK/TWNLN RD	1152015222			306.74
		25	ACCT #393713-MUSEUM 256 MILL	1151105222			1,649.32
		27	ACCT #401872-WELLS ST FLSH	1134105222			10.22
		28	ACCT #414694-HOST DR WATER TWR	1122005222			148.68
		29	ACCT #422323-GENEVA SQ TRF LT	1134105223			27.23
		30	ACCT #433371-LIBRARY	9900005222			1,042.21
		31	ACCT #457625-LOT LITE GNVA ST	1134105223			205.64
		32	ACCT #462852-WELLS ST FLSH	1134105222			74.35
		33	ACCT #549716-FLAT IRON PARK	1152005222			181.73
		34	ACCT #566211-W HWY 50 BLK FLSH	1134105222			10.27
		35	ACCT #595515-LIB PARK RESTROOM	1152005222			53.14
		36	ACCT #602235-724 WILLIAMS ST	1134105223			21.23
		37	ACCT #604445-S LAKESHORE DR FL	1134105222			8.03
		38	ACCT #622184-S LAKESHORE DR	1152005222			42.65
		39	ACCT #630016-COOK ST/HWY 50	1134105223			26.83
		40	ACCT #661112-OAK HILL CEMETERY	4800005222			42.85
		41	ACCT #684954-730 MARSHALL SRN	1129005222			18.10
		43	ACCT #688465-TENNIS CTS/SCHL	1152005222			8.43
		44	ACCT #718894-OAK HILL CEMETERY	4800005222			20.36
		46	ACCT #732492-389 EDWDS TRF LT	1134105223			93.42
		47	ACCT #734115-HWY 50/HWY 12 LTS	1134105222			21.28
		48	ACCT #738154-RUSHWOOD PARK	1152005222			13.37
		49	ACCT #758433-700 GENEVA ST LOT	1134105223			144.33
		50	ACCT #758940-1065 CAREY ST	1132105222			434.12
		51	ACCT #759513-STREET LIGHTS	1134105223			7,138.67
		52	ACCT #800930-VETS PK SCOREBRD	1152015222			95.17
		53	ACCT #837813-SEM PARK RESTROOM	1152005222			17.32
		54	ACCT #895526-HWY 50 TRF LT	1134105223			152.77
		55	ACCT #912610-GEORGE ST FLSHR	1134105222			7.44
		56	ACCT #923482-1070 CAREY ST	1132105222			85.84
		59	ACCT #926683-FLAT IRON PK/WRGL	1152005222			7.36
		60	ACCT #932215-DODGE ST FLSHR	1134105222			7.38
		63	ACCT #940353-IMPND 1070 CAREY	1121005222			9.58

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ALLIANT ALLIANT ENERGY							
RE102016	10/04/16	64	ACCT #952816-FIRE HOUSE	1122005222		10/25/16	743.09
		65	ACCT #957203-HWY 120/TWNLD RD	1134105222			101.98
		66	ACCT #965570-201 EDWARDS SIREN	1129005222			10.10
		67	ACCT #969933-CITY HALL	1116105222			4,634.62
		68	ACCT #973443-VETS PARK PAVLN	1152015222			227.47
		69	ACCT #980910-DONIAN PARK	1152005222			102.83
		70	ACCT #998403-COBB PARK	1152005222			19.61
						INVOICE TOTAL:	23,460.65
						VENDOR TOTAL:	23,460.65
AMAZO AMAZON							
4308-10/16	10/10/16	01	TONER-RICOH	1114305310		10/25/16	129.13
		02	LAMINATING SHEETS	1114305311			17.25
		03	POST-ITS,SEALERS,FOLDERS	1114305310			52.53
		04	SEALERS	1114305311			25.00
		05	LAMINATING POUCHES	1114305310			9.95
		06	ADDRESS LABELS,PACKING TAPE	1114305311			25.48
						INVOICE TOTAL:	259.34
						VENDOR TOTAL:	259.34
ARROW ARROW PEST CONTROL INC							
69942	09/30/16	01	PEST CONTROL-SEP	1116105360		10/25/16	55.00
						INVOICE TOTAL:	55.00
						VENDOR TOTAL:	55.00
AUROE AURORA EAP							
IN-15011	09/30/16	01	4TH QTR 2016 FEE	1110205135		10/25/16	937.50
						INVOICE TOTAL:	937.50
						VENDOR TOTAL:	937.50
AUTOW AUTOWORKS PLUS							

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AUTOW	AUTOWORKS PLUS						
27070	10/12/16	01	TIRE FIX-JD MOWER	1152005250		10/25/16	25.75
						INVOICE TOTAL:	25.75
						VENDOR TOTAL:	25.75
AVENET	AVENET WEB SOLUTIONS						
39617	10/06/16	01	WEBSITE DESIGN ICONS	1114305382		10/25/16	500.00
						INVOICE TOTAL:	500.00
						VENDOR TOTAL:	500.00
BADGE	BADGER HIGH SCHOOL						
REF 10/13/16	10/13/16	01	FIREWORKS PERMIT REFUND	1122004471		10/25/16	50.00
						INVOICE TOTAL:	50.00
REFUND 10/13/16	10/13/16	01	BHS-PARADE PERMIT-10/7/16	1100004495		10/25/16	25.00
		02	BHS-STREET FEES-10/7/16	1100004495			65.00
						INVOICE TOTAL:	90.00
REFUND-10/16	10/13/16	01	BHS-STREET USE-10/7/16	1100004495		10/25/16	65.00
		02	BHS-BARR RENTAL-10/7/16	1152004675			20.00
		03	BHS-BARR DEP-10/7/16	1100002353			50.00
						INVOICE TOTAL:	135.00
						VENDOR TOTAL:	275.00
BUMPL	BUMPER TO BUMPER AUTO PARTS						
662-351111	10/10/16	01	BATTERY-MOWER #8	1152005250		10/25/16	46.99
						INVOICE TOTAL:	46.99
662-351302	10/12/16	01	BATTERY-MOWER #7	1152005250		10/25/16	26.99
						INVOICE TOTAL:	26.99
						VENDOR TOTAL:	73.98
CHASE	CHASE CARD SERVICES						

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CHASE	CHASE CARD SERVICES						
8486-10/16	10/08/16	01	FRONTIER-CREDIT CNCLD FLIGHT	1114205330		10/25/16	-405.82
		02	ICMA-SEMINAR CD	1114205324			157.95
		03	ICMA-CONF WORKSHOPS	1114205332			585.00
		04	HERTZ-ICMA RENTAL CAR	1114205330			47.12
		05	HERTZ-ICMA RENTAL CAR	1114205330			38.25
		06	AUD PLAZA GARAGE-ICMA PARKING	1114205330			24.00
		07	BULL VALLEY BP-ICMA GAS	1114205330			10.09
		08	SHELL-ICMA GAS	1114205330			21.02
		09	HERTZ-ICMA RENTAL CAR	1114205330			374.85
		10	ALADDIN HOLIDAY INN-ICMA CONF	1114205331			500.00
		11	QUIKTRIP-ICMA GAS	1114205330			21.79
		12	AUD PLAZA GARAGE-ICMA PARKING	1114205330			24.00
		13	HOME DEPOT-SOLAR SALT	1122005350			109.60
		14	OFFICE DEPOT-BINDERS	1122005310			40.25
		15	KALAHARI-PROPHOENIX CONF-DETKO	1122005332			153.96
		16	HOME DEPOT-ZIP TIES, DRILL BITS	1122005340			18.47
		17	HOME DEPOT-MALLET, BATTERIES	1122005800			47.96
		18	WALMART-MOTHBALLS, TIES, CUPS	4234505250			17.22
		19	WI ARBORIST ASSOC-WAA CONF	1132135410			85.00
		20	UWEX-PURCHASING CONF	1132105332			150.00
		21	LWM CONF-KORDUS	1111005332			200.00
		22	UTIGERS-RETIREMENT WATCH	1111005399			128.00
		23	UWEX-MANAGEMENT TRAINING	1114305332			150.00
		24	UWEX-MANAGEMENT TRAINING	4234505332			150.00
		25	WALGREENS-COUNCIL PHOTOS	1111005399			33.51
		26	GODADDY-WEBSITE HOSTING	1115105450			102.48
						INVOICE TOTAL:	2,784.70
						VENDOR TOTAL:	2,784.70

CHICA	CHICAGO TITLE COMPANY						
WA-6961	DRAW #10 FEE	10/06/16	01	ESCROW SVC-DRAW 10	3430005214	10/25/16	100.00
						INVOICE TOTAL:	100.00
WA-6961	DRAW #8 FEE	09/19/16	01	ESCROW SVC-DRAW 8	3430005214	10/25/16	100.00
						INVOICE TOTAL:	100.00
						VENDOR TOTAL:	200.00

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CRISMAN DEANNA CRISMAN							
REIMB WMCC 2016	10/05/16	01	350 MILES-WMCC	1112005330		10/25/16	189.00
		02	MEALS-WMCC	1112005331			16.00
						INVOICE TOTAL:	205.00
						VENDOR TOTAL:	205.00
CULLI CULLIGAN OF BURLINGTON							
500-083780519-9/16	09/30/16	01	SOLAR SALT	4055205350		10/25/16	142.40
						INVOICE TOTAL:	142.40
						VENDOR TOTAL:	142.40
DES DATA EQUIPMENT SERVICES							
634	10/14/16	01	MODEM SVC-OCT	4234505221		10/25/16	945.00
		02	MODEM SVC-OCT	4054105221			45.00
						INVOICE TOTAL:	990.00
						VENDOR TOTAL:	990.00
DIGNI DIGNIFIED HEATING & COOLING							
9/30/16	09/30/16	01	NEW FURNACE-OFFICE BACKROOM	4800005810		10/25/16	1,711.88
						INVOICE TOTAL:	1,711.88
						VENDOR TOTAL:	1,711.88
DUNN DUNN LUMBER & TRUE VALUE							
641640	04/19/16	01	LUMBER-KAYAK RACKS	4052105264		10/25/16	47.98
		02	LUMBER RETURN	4052105264			-31.18
						INVOICE TOTAL:	16.80
642439	04/26/16	01	8'X10' TARP	1132135430		10/25/16	8.99
		02	DISCOUNT	1100004819			-0.45
						INVOICE TOTAL:	8.54
646378	05/26/16	01	ANCHOR SHACKLES	4054105352		10/25/16	7.98

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DUNN	DUNN LUMBER & TRUE VALUE						
646378	05/26/16	02	DISCOUNT	1100004819		10/25/16	-0.40
						INVOICE TOTAL:	7.58
662107	10/05/16	01	CONCRETE MIX	4800005420		10/25/16	53.91
						INVOICE TOTAL:	53.91
662114	10/05/16	01	GALV FLAT SHIMS	1134105261		10/25/16	5.99
		02	DISCOUNT	1100004819			-0.30
						INVOICE TOTAL:	5.69
662209	10/05/16	01	BATTERIES-BARRICADE FLASHERS	1134105260		10/25/16	46.97
		02	DISCOUNT	1100004819			-2.35
						INVOICE TOTAL:	44.62
662882	10/12/16	01	CABLE TIES,ROPE CLIP	4800005340		10/25/16	20.61
						INVOICE TOTAL:	20.61
662995	10/12/16	01	AIR CLEANER-#41 G-VAC	1132135420		10/25/16	14.99
		02	DISCOUNT	1100004819			-0.75
						INVOICE TOTAL:	14.24
663126	10/13/16	01	RADIATOR SCREEN-#41 G-VAC	1132135430		10/25/16	12.97
		02	DISCOUNT	1100004819			-0.65
						INVOICE TOTAL:	12.32
663147	10/13/16	01	FLASHLIGHT BATTERIES	1132105399		10/25/16	13.99
		02	DISCOUNT	1100004819			-0.70
						INVOICE TOTAL:	13.29
663247	10/14/16	01	FENCE PAINT	4054105352		10/25/16	33.99
		02	DISCOUNT	1100004819			-1.70
						INVOICE TOTAL:	32.29
663456	10/17/16	01	SIGN WOOD-EDW/BLOOMFIELD	1134105375		10/25/16	40.50
						INVOICE TOTAL:	40.50

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DUNN DUNN LUMBER & TRUE VALUE							
K62215	10/05/16	01	NUTS,BOLTS	1134105261		10/25/16	16.38
		02	DISCOUNT	1100004819			-0.82
						INVOICE TOTAL:	15.56
K62216	10/05/16	01	NUTS,BOLTS	1134105375		10/25/16	11.34
		02	NUT,BOLTS RETURN	1134105375			-11.94
						INVOICE TOTAL:	-0.60
K62223	10/05/16	01	CARTRIDGE	1116105350		10/25/16	49.99
		02	DISCOUNT	1100004819			-2.50
						INVOICE TOTAL:	47.49
K62331	10/06/16	01	CARTRIDGE RETURN	1116105350		10/25/16	-49.99
		02	DISCOUNT	1100004819			2.50
						INVOICE TOTAL:	-47.49
						VENDOR TOTAL:	285.35
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
FIRSTS FIRST SUPPLY LLC							
1373913	06/10/16	01	TOILET VALVES	4055105350		10/25/16	117.20
						INVOICE TOTAL:	117.20
						VENDOR TOTAL:	117.20
FORD FORD OF LAKE GENEVA							
54845	10/14/16	01	NEW STEERING-TAURUS	4234505351		10/25/16	1,806.10
						INVOICE TOTAL:	1,806.10
						VENDOR TOTAL:	1,806.10

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GAGE GAGE MARINE CORP							
DUP BILLING-PIER	10/19/16	01	REFUND DUP PIER LEASE	4055304821		10/25/16	18,957.35
		02	REFUND TAX-DUP PIER LEASE	1100002421			1,042.65
						INVOICE TOTAL:	20,000.00
DUP BILLING-SPACE J	10/19/16	01	REFUND DUP BILLING-SPACE J	4055204820		10/25/16	1,419.74
						INVOICE TOTAL:	1,419.74
DUP BILLING-SPACE SE	10/19/16	01	REFUND DUP BILLING-SPACE SE	4055204820		10/25/16	972.11
						INVOICE TOTAL:	972.11
						VENDOR TOTAL:	22,391.85
GENAU GENEVA AUTO BODY							
23834	07/26/16	01	EXPLORER COLLISION	1110005245		10/25/16	758.48
		02	EXPLORER COLLISION	1121005361			1,000.00
						INVOICE TOTAL:	1,758.48
						VENDOR TOTAL:	1,758.48
GENON GENEVA ONLINE INC							
1035886	10/03/16	01	EMAIL SVC-OCT	1112005221		10/25/16	2.00
						INVOICE TOTAL:	2.00
						VENDOR TOTAL:	2.00
GIFFO GIFFORD TREE SERVICE INC							
7653	10/11/16	01	TORNADO TREE CLEANUP	1132135346		10/25/16	12,000.00
						INVOICE TOTAL:	12,000.00
						VENDOR TOTAL:	12,000.00
HEIN HEIN ELECTRIC SUPPLY CO							
282917	10/04/16	01	SAWZALL	4800005340		10/25/16	389.66
						INVOICE TOTAL:	389.66
						VENDOR TOTAL:	389.66

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HERIT	HERITAGE CRYSTAL CLEAN LLC						
14253809	10/05/16	01	USED OIL PICKUP CHG	1132105341		10/25/16	123.90
						INVOICE TOTAL:	123.90
						VENDOR TOTAL:	123.90
HESTA	HE STARK AGENCY INC						
6089COURT-8/16	10/03/16	01	COLLECTION FEES-JUL/AUG	1112005214		10/25/16	50.21
						INVOICE TOTAL:	50.21
6089CRTPRK-8/16	10/03/16	01	COLLECTION FEES-AUG	1112005214		10/25/16	5.00
						INVOICE TOTAL:	5.00
						VENDOR TOTAL:	55.21
HOTSY	HOTSY CLEANING SYSTEMS INC						
114285-IN	09/26/16	01	PRESSURE WASHER FIX	1132105250		10/25/16	222.00
						INVOICE TOTAL:	222.00
						VENDOR TOTAL:	222.00
HUMPH	HUMPHREY'S CONTRACTING						
8/25/16	08/25/16	01	CITY HALL STREET LAMP	1110005245		10/25/16	5,375.00
						INVOICE TOTAL:	5,375.00
						VENDOR TOTAL:	5,375.00
HYDRAS	HYDRA SEAL						
54168	10/05/16	01	CYLINDER FIX-LEAF VAC	1132135420		10/25/16	487.23
						INVOICE TOTAL:	487.23
54169	10/05/16	01	HYDR PUMP FIX-#25 TRK	1132105250		10/25/16	791.90
						INVOICE TOTAL:	791.90
						VENDOR TOTAL:	1,279.13
ITU	ITU ABSORB TECH INC						

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ITU	ITU ABSORB TECH INC						
6669551	10/07/16	01	MOPS, MATS, FRAGRANCE	4055105360		10/25/16	66.05
						INVOICE TOTAL:	66.05
6669552	10/07/16	01	MATS	1116105360		10/25/16	75.18
						INVOICE TOTAL:	75.18
						VENDOR TOTAL:	141.23
JERRY	JERRY WILLKOMM INC						
226021	09/28/16	01	1300 GALS GAS	1132105341		10/25/16	2,663.70
						INVOICE TOTAL:	2,663.70
						VENDOR TOTAL:	2,663.70
KAPUR	KAPUR & ASSOCIATES, INC						
087226CREDIT	04/17/16	01	CREDIT-1 HOUR	1130005216		10/25/16	-90.00
						INVOICE TOTAL:	-90.00
88700	09/28/16	01	AUG ENG	1100001391		10/25/16	468.00
						INVOICE TOTAL:	468.00
88704	09/23/16	01	WAYFINDING WEB EXHIBITS	1130005216		10/25/16	150.00
						INVOICE TOTAL:	150.00
88707	09/23/16	01	AUG ENG	1100001391		10/25/16	1,583.00
						INVOICE TOTAL:	1,583.00
88709	09/23/16	01	AUG ENG-227 SLSD LOT	4234505870		10/25/16	214.00
						INVOICE TOTAL:	214.00
						VENDOR TOTAL:	2,325.00
LASERE	LASER ELECTRIC SUPPLY						
1448312	10/06/16	01	LIGHT BULBS	1151105240		10/25/16	55.75

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LASERE LASER ELECTRIC SUPPLY							
1448312	10/06/16	02	BALLAST	1116105350		10/25/16	24.50
		03	DISCOUNT	1100004819			-1.61
						INVOICE TOTAL:	78.64
						VENDOR TOTAL:	78.64
LASERW LASER WORKS UNLIMITED LLC							
1183	10/06/16	01	NAMEPLATE-EARLE	1132105399		10/25/16	13.45
						INVOICE TOTAL:	13.45
						VENDOR TOTAL:	13.45
LGBID LAKE GENEVA BUSINESS							
REFUND 10/16	10/13/16	01	BID-SEC DEP-BARR-10/8-9/16	1100002353		10/25/16	50.00
		02	BID-UNUSED STALLS-10/8-9/16	4234504640			113.74
		03	BID-UNUSED STALLS-10/8-9/16	1100002421			6.26
						INVOICE TOTAL:	170.00
						VENDOR TOTAL:	170.00
LGREG LAKE GENEVA REGIONAL NEWS							
1178356	09/01/16	01	LN-8/8 COUNCIL MINUTES	1110005314		10/25/16	177.80
						INVOICE TOTAL:	177.80
1178593	09/01/16	01	LN-ORD 16-11 LOT REGS	1110005314		10/25/16	44.85
						INVOICE TOTAL:	44.85
1178871	09/01/16	01	LN-ORD 16-12 AMEND ZONING	1110005314		10/25/16	68.16
						INVOICE TOTAL:	68.16
1178874	09/01/16	01	LN-ORD 16-13 AMEND ZONING	1110005314		10/25/16	69.42
						INVOICE TOTAL:	69.42
1178875	09/01/16	01	LN-ORD 16-14 GRANT ST PARKING	1110005314		10/25/16	103.45
						INVOICE TOTAL:	103.45

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LGREG	LAKE GENEVA REGIONAL NEWS						
1180053	09/15/16	01	LN-MERHAR CUP	1110005315		10/25/16	50.49
						INVOICE TOTAL:	50.49
1181753	09/22/16	01	LN-8/22 COUNCIL MINUTES	1110005314		10/25/16	497.89
						INVOICE TOTAL:	497.89
1182060	09/22/16	01	LN-NOODLES LIQUOR LICENSE	1110005315		10/25/16	15.23
						INVOICE TOTAL:	15.23
						VENDOR TOTAL:	1,027.29
LGUTI	LAKE GENEVA UTILITY						
1000	CUMBERLAND TRL	10/04/16	01	1000 CUMBERLAND TRL	4500002453	10/25/16	1,865.00
			02	1000 CUMBERLAND TRL	4500002452		1,690.00
						INVOICE TOTAL:	3,555.00
1017	CUMBERLAND TRL	10/04/16	01	1017 CUMBERLAND TRL	4500002452	10/25/16	1,690.00
			02	1017 CUMBERLAND TRL	4500002453		1,865.00
						INVOICE TOTAL:	3,555.00
1255	PROMONTORY DR	09/28/16	01	1255 PROMONTORY DR	4500002452	10/25/16	1,690.00
			02	1255 PROMONTORY DR	4500002453		1,865.00
						INVOICE TOTAL:	3,555.00
5637		08/24/16	01	2015/16 DIGGERS HOTLINE SHARE	1132155460	10/25/16	5,000.00
						INVOICE TOTAL:	5,000.00
5682		10/05/16	01	HARTNETT-BENCH PLAQUE	1152005736	10/25/16	163.92
						INVOICE TOTAL:	163.92
5694		10/06/16	01	GIS-ADD TREES, LIGHTS, ETC	1130005216	10/25/16	2,120.00
						INVOICE TOTAL:	2,120.00
5698		10/14/16	01	WATER LINE FIX-CHAMBER	1152005350	10/25/16	28.39
						INVOICE TOTAL:	28.39

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LGUTI	LAKE GENEVA UTILITY						
5706	10/14/16	01	GAGE WASTEWATER FEE-2016	1100001391		10/25/16	550.00
						INVOICE TOTAL:	550.00
						VENDOR TOTAL:	18,527.31
MILLER	MILLER BRADFORD & RISBERG INC						
IT83390	09/30/16	01	LITES-CASE LOADER	1132125250		10/25/16	176.97
						INVOICE TOTAL:	176.97
						VENDOR TOTAL:	176.97
MULLA	SYLVIA MULLALLY						
MILEAGE REIMB	10/01/16	01	UWM MGMT TRG-146.6 MILES	4234505332		10/25/16	79.16
						INVOICE TOTAL:	79.16
						VENDOR TOTAL:	79.16
NAPAE	ELKHORN NAPA AUTO PARTS						
51377	10/13/16	01	BATTERY CORE DEPOSIT	1132105351		10/25/16	-6.50
						INVOICE TOTAL:	-6.50
51449	10/14/16	01	BRK CLNR,FILTERS,BLUE DEF	1132105351		10/25/16	91.16
						INVOICE TOTAL:	91.16
						VENDOR TOTAL:	84.66
OFFICP	OFFICE PRO INC						
0236867-001	10/19/16	01	PAPER	1116105310		10/25/16	26.50
		02	FLAGS,PENCILS	1114205310			9.22
						INVOICE TOTAL:	35.72
235814-001	10/07/16	01	COPY PAPER	1116105310		10/25/16	40.22
		02	PERMIT PAPER	1124005310			12.33
						INVOICE TOTAL:	52.55

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OFFICP OFFICE PRO INC							
236088-001	10/11/16	01	STAMP	1114305311		10/25/16	26.72
						INVOICE TOTAL:	26.72
						VENDOR TOTAL:	114.99
PAL PAL STEEL COMPANY INC							
49080S	10/11/16	01	PIN-RHINO MOWER	1132135420		10/25/16	21.91
						INVOICE TOTAL:	21.91
						VENDOR TOTAL:	21.91
PEDER SUSAN PEDERSEN							
MILEAGE-10/16	10/13/16	01	62 MILES-ELEC TRNG-10/5/16	1114305311		10/25/16	33.48
						INVOICE TOTAL:	33.48
						VENDOR TOTAL:	33.48
PIRAN PIRANHA PAPER SHREDDING LLC							
12491100316	10/03/16	01	SHREDDING SVC-OCT	1116105360		10/25/16	15.00
						INVOICE TOTAL:	15.00
						VENDOR TOTAL:	15.00
R&R R&R INSURANCE SERVICES INC							
1622240	10/03/16	01	W/C INS	1110105516		10/25/16	40,062.50
		02	W/C INS	1100001625			40,062.50
						INVOICE TOTAL:	80,125.00
1622241	10/03/16	01	CRIME INS	1100001625		10/25/16	754.50
		02	CRIME INS	1110105512			251.50
						INVOICE TOTAL:	1,006.00
1622246	10/03/16	01	LIABILITY INS	1100001625		10/25/16	29,267.00
		02	LIABILITY INS	1110105512			29,267.00
						INVOICE TOTAL:	58,534.00

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R&R INSURANCE SERVICES INC							
1622247	10/03/16	01	PROPERTY INS	1100001625		10/25/16	42,029.25
		02	PROPERTY INS	1110105512			14,009.75
						INVOICE TOTAL:	56,039.00
						VENDOR TOTAL:	195,704.00
ROBERT STEWART EXCAVATING INC							
22669	08/25/16	01	CONCRETE DEBRIS-DONIAN	1152005399		10/25/16	25.00
						INVOICE TOTAL:	25.00
						VENDOR TOTAL:	25.00
SCHENCK BUSINESS SOLUTIONS							
SC10116958	09/30/16	01	2015 AUDIT-FINAL	1115105213		10/25/16	1,300.00
						INVOICE TOTAL:	1,300.00
						VENDOR TOTAL:	1,300.00
SIGNATURE SIGNS LLC							
4901	07/13/16	01	LETTER FIX-SQUAD #205	1110005245		10/25/16	75.00
						INVOICE TOTAL:	75.00
						VENDOR TOTAL:	75.00
JOHN FALDUTO							
REFUND	10/08/16	01	FALDUTO-SEC DEP 10/7/16	4055102353		10/25/16	1,000.00
		02	FALDUTO-SETUP,SEC GRD 10/7/16	4055104674			-522.75
						INVOICE TOTAL:	477.25
						VENDOR TOTAL:	477.25
HEATHER KLAUSCH							
REFUND	10/08/16	01	KLAUSCH-SEC DEP 10/7/16	4055102353		10/25/16	1,000.00
		02	KLAUSCH-SETUP,SEC GRD 10/7/16	4055104674			-326.25
						INVOICE TOTAL:	673.75
						VENDOR TOTAL:	673.75

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T0001341 RELAY FOR LIFE							
REFUND	10/10/16	01	RELAY-SEC DEP BARR/TR 10/22/16	1100002353		10/25/16	200.00
		02	RELAY-RENTAL BARR/TR 10/22/16	1152004675			72.00
						INVOICE TOTAL:	272.00
						VENDOR TOTAL:	272.00
T0001342 GRANT T PETERSON							
REFUND	08/23/16	01	CIT CN80F3SSKR REDUCED	1112004510		10/25/16	98.80
						INVOICE TOTAL:	98.80
						VENDOR TOTAL:	98.80
T0001343 SPRECHER'S RESTAURANT & PUB							
REFUND	10/13/16	01	SPRECHERS-SEC DEP-BARR-10/8/16	1100002353		10/25/16	50.00
						INVOICE TOTAL:	50.00
						VENDOR TOTAL:	50.00
T2SYS T2 SYSTEMS CANADA							
UT000000017	10/12/16	01	T-2 2016 CONFERENCE	4234505332		10/25/16	550.00
						INVOICE TOTAL:	550.00
						VENDOR TOTAL:	550.00
TRUGR TRUGREEN PROCESSING CTR							
55040764	09/29/16	01	FERTILIZER SVC	1152005362		10/25/16	666.60
						INVOICE TOTAL:	666.60
						VENDOR TOTAL:	666.60
UWM UNIVERSITY OF WI-EXTENSION							
407811	10/05/16	01	PERSONNEL MGMT CLASS-WASWO,N	1132105332		10/25/16	150.00
						INVOICE TOTAL:	150.00
						VENDOR TOTAL:	150.00

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VERIZON	VERIZON WIRELESS						
9772933711	10/01/16	01	AIR CARDS-SEP	1129005221		10/25/16	40.01
						INVOICE TOTAL:	40.01
9772934158	10/01/16	01	CELL CHGS-SEP	1121005221		10/25/16	518.55
						INVOICE TOTAL:	518.55
9773086898	10/03/16	01	AIR CARDS-SEP	1121005221		10/25/16	649.12
						INVOICE TOTAL:	649.12
						VENDOR TOTAL:	1,207.68
VILLGC	VILLAGE OF GENOA CITY						
965	10/03/16	01	BEACH TESTING-AUG	4054105362		10/25/16	300.00
						INVOICE TOTAL:	300.00
						VENDOR TOTAL:	300.00
VORPA	VORPAGEL SERVICE INC						
39546	09/21/16	01	A/C SVC CALL	1151105240		10/25/16	290.80
						INVOICE TOTAL:	290.80
						VENDOR TOTAL:	290.80
WALCOS	WALWORTH COUNTY SHERIFF						
SEPTEMBER 2016	10/06/16	01	PRISONER CONFINES-SEP	1112005290		10/25/16	75.00
						INVOICE TOTAL:	75.00
						VENDOR TOTAL:	75.00
WALLE	WALL ENTERPRISES INC						
L-929-7	09/29/16	01	BLADE GRINDER	1152015340		10/25/16	687.57
						INVOICE TOTAL:	687.57
						VENDOR TOTAL:	687.57
WATSO	PEGGY WATSON						

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WATSO PEGGY WATSON							
MILEAGE-10/12/16	10/13/16	01	34 MILES-WRS TRNG	1115105332		10/25/16	18.36
						INVOICE TOTAL:	18.36
						VENDOR TOTAL:	18.36
WEENE WE ENERGIES							
RE102016	10/05/16	01	7891-194-618 SEP GAS BILL	1116105224		10/25/16	312.32
		03	7837-744-963 SEP GAS BILL	1122005224			34.16
		04	0480-524-472 SEP GAS BILL	4055105224			77.75
		06	0847-573-906 SEP GAS BILL-ST#2	1122005224			93.89
		07	5288-664-956 SEP GAS BILL	1151105224			29.61
		08	8052-439-940 SEP GAS BILL-1055	1132105224			10.56
		09	8017-524-022 SEP GAS BILL-1065	1132105224			41.86
		10	6602-046-262 SEP GAS BILL-1070	1132105224			20.46
		11	7283-171-261 SEP GAS BILL	1152015224			19.14
		12	1885-876-489 SEP GAS BILL	4800005224			25.06
		13	5604-510-433 SEP GAS BILL	9900005222			204.00
		14	3843-358-997 SEP GAS BILL	9900005222			84.00
						INVOICE TOTAL:	952.81
						VENDOR TOTAL:	952.81
WESTS WESTSIDE LANDSCAPE PRODUCTS							
100516A	10/06/16	01	TOPSOIL-13 YDS	4800005420		10/25/16	390.00
						INVOICE TOTAL:	390.00
						VENDOR TOTAL:	390.00
YARDD YARD DOGGS LLC							
1101-9/28/16	09/28/16	01	BRUSH/MOWING VIOLATIONS	1132135344		10/25/16	251.00
						INVOICE TOTAL:	251.00
						VENDOR TOTAL:	251.00
						TOTAL ALL INVOICES:	307,659.44