



**REGULAR CITY COUNCIL MEETING**  
**MONDAY, MARCH 27, 2017 – 6:00 PM**  
**COUNCIL CHAMBERS, CITY HALL**

**AGENDA**

1. Mayor Kupsik calls the meeting to order
2. Pledge of Allegiance – Alderman Horne
3. Roll Call
4. Awards, Presentations, and Proclamations
  - a. Presentation of Arbor Day Proclamation
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 March 13, 2017, 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. Street Use Permit application filed by Lake Geneva Farmers Market using the alley to the south of Horticultural Hall (330 Broad St.) on Thursdays from May 4 to Oct. 26, 2017 from 8:00am to 1:00pm (recommended by Finance, License & Regulation Committee on March 21, 2017)
  - b. Parking Stall Bag request filed by Lake Geneva Farmers Market to use 13 stalls on the west side of Broad Street on Thursdays from May 4 to Oct. 26, 2017 (26 days) from 7:00am to 2:00pm with waiver of all parking stall bag fees (recommended by Finance, License & Regulation Committee on March 21, 2017)
  - c. Parade permit application filed by Len Jegerski on behalf of the American Legion Post for the annual Memorial Day Parade on May 29, 2017 from 10:00am to 11:30am with request for waiver of all fees (recommended by Finance, License & Regulation Committee on March 21, 2017 to waive all fees except the \$25.00 application fee)
  - d. Street Use Permit application filed by Len Jegerski on behalf of the American Legion Post 24 for the Annual Memorial Day Parade on May 29, 2017 using Wisconsin and Broad Street to the Riviera with staging at 10:00 am and parade from 11:00 am to 11:30 am with request for waiver of fees (recommended by Finance, License & Regulation Committee on March 21, 2017)
  - e. Public Assembly Permit application filed by Lake Geneva Business Improvement District for the Lake Geneva Paint-In June 10 – June 11, 2017, 10:00am to 5:00pm requesting use of downtown sidewalks to place tables, chairs and umbrellas for display and sale of artists' drawings and paintings (recommended by Finance, License & Regulation Committee on March 21, 2017)

- f. Public Assembly Permit application filed by Lake Geneva Business Improvement District for Lake Geneva Maxwell Street Days Aug. 25 – Aug. 27, 2017, 8:00am to 7:00pm requesting use of downtown sidewalks for business sales *(recommended by Finance, License & Regulation Committee on March 21, 2017)*
- g. Street Banner Display application filed by Kevin Fleming on behalf of the Lake Geneva Business Improvement District to use 11 banner poles for Taste of Lake Geneva starting Aug. 28, 2017 through Sept. 11, 2017 with request for waiver of fees *(recommended by Finance, License & Regulation Committee on March 21, 2017)*
- h. Street Banner Display application filed by Kevin Fleming on behalf of the Lake Geneva Business Improvement District to use 11 banner poles for Oktoberfest starting Sept. 25, 2017 through Oct. 9, 2017 with request for waiver of fees *(recommended by Finance, License & Regulation Committee on March 21, 2017)*
- i. Original 2016-2017 Operator's (Bartender) License application filed by Emily Wise *(recommended by Finance, License & Regulation Committee on March 21, 2017)*

10. Item(s) removed from the Consent Agenda.

11. **Discussion/Action on second reading of Ordinance 17-03 creating a City Tourism Commission** *(continued from March 13, 2017 Council)*

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

- a. Discussion/Action on **Resolution 17-R08**, authorizing the transfer of \$419,304.34 from the Lakefront Special Revenue Fund and an amount of \$637,485.29 from the Parking Special Revenue Fund to the General Fund at year end 2016 which will leave a \$75,000 required addition to the fund balance in each of these funds *(recommended by the Finance, License & Regulation Committee on March 21, 2017)*
- b. Discussion/Action on Payne and Dolan, Inc. change order #1 in the amount of \$5,129.84 for the Main Street Widening Project *(recommended by the Finance, License & Regulation Committee on March 21, 2017)*
- c. Discussion/Action on Shad Branen - WIN Properties, LLC TIF Escrow Draw Request No. 5 for final payment of \$40,000.00 contingent upon final occupancy, required lien waivers, and signing of any necessary security documents *(recommended by the Finance, License & Regulation Committee on March 21, 2017)*
- d. Discussion/Action on Dan Larsen Landscaping TIF Escrow Draw Request No. 5 in excess of \$2,230.00 funded from the General Fund Tree Planting Account *(recommended by the Finance, License & Regulation Committee on March 21, 2017)*

**13. Plan Commission – Alderman Skates**

- a. Discussion/Action on a Precise Implementation Plan (PIP) Application filed by Bill Henry, Kehoe-Henry & Associates, Inc. on behalf of Lake Geneva Middle School for building an accessory storage building for the existing Middle School, 600 North Bloomfield Road, Tax Key No. ZA297500001 including all staff recommendations and the affirmative findings of fact items number 1 through 6 *(recommended by Plan Commission on March 20, 2017)*
- b. Discussion/Action on **Resolution 17-R09**, a Conditional Use application filed by Andrew Goodman, Lake Geneva 50120, LLC, GMX Real Estate Group, LLC, 3000 Dundee Road, Suite 408, Northbrook, IL 60062 to propose a Starbucks Restaurant with a drive-up window in the approved multi-tenant building located at 281 N Edwards Blvd, Tax Key No. ZA297300001 pursuant to the specifications contained in the application as submitted and findings of fact *(recommended by Plan Commission on March 20, 2017)*
- c. Discussion/Action on a Precise Implementation Plan (PIP) Application filed by Andrew Goodman, Lake Geneva 50120, LLC, GMX Real Estate Group, LLC, 300 Dundee Road, Suite 408, Northbrook, IL 60062 to amend the engineered design of the retaining wall in the northwest corner of the site located at 281 N

Edwards Blvd, Tax Key No. ZA297300001 to include all staff recommendations, findings of fact, and the ornamental fence previously approved *(recommended by Plan Commission on March 20, 2017)*

- d. Discussion/Action on a Proposed Certified Survey Map (CSM) Application filed by Ryan Wilgreen, Excel Engineering, Inc., 100 Camelot Drive, Fond du Lac, WI 54935 on behalf of Brunk Industries for a Lot Combination to create a single parcel for the Brunk Industries campus on 8.28 acres located at 1225 Sage Street, Tax Key No. ZGC00006 to include all staff recommendations *(recommended by Plan Commission on March 20, 2017)*
- e. Discussion/Action on a General Development Plan (GDP) Application filed by Eric Drazkowski, P.E., 100 Camelot Drive, Fond du Lac, WI 54935 on behalf of Brunk Industries to amend an existing Planned Development on the Brunk Industries campus to accommodate a Second Manufacturing Building on approximately 8.28 acres located east of the current building on the south side of Sheridan Springs Road, just east of 1225 Sage Street, Tax Key No. ZGC00006 to include all staff recommendations, findings of fact, changes made by the applicant, the six areas of flexibility, and contingent upon DNR approval *(recommended by Plan Commission on March 20, 2017)*
- f. Discussion/Action on a Precise Implementation Plan (PIP) Application filed by Eric Drazkowski, P.E., 100 Camelot Drive, Fond du Lac, WI 54935 on behalf of Brunk Industries to amend an existing Precise Implementation Plan on the Brunk Industries campus to accommodate a Second Manufacturing Building on approximately 8.28 acres located east of the current building on the south side of Sheridan Springs Road, just east of 1225 Sage Street, Tax Key No. ZGC00006 to include all staff recommendations, all flexibility, fact finding in the affirmative, and contingent upon the City Engineer's final review of the drawings *(recommended by Plan Commission on March 20, 2017)*

#### **14. Presentation of Accounts**

- a. Purchase Orders (none)
- b. Prepaid Bills in the amount of \$35,575.01  
*(Recommended by Finance, License & Regulation Committee on March 21, 2017)*
- c. Regular Bills in the amount of \$257,633.82  
*(Recommended by Finance, License & Regulation Committee on March 21, 2017)*
- d. Approval of Treasurer's reports from June through December 2016  
*(Recommended by Finance, License & Regulation Committee on March 21, 2017)*
- e. Approval of Treasurer's report for January 2017  
*(Recommended by Finance, License & Regulation Committee on March 21, 2017)*

#### **15. Mayoral Appointments.** (none)

#### **16. Closed Session**

Motion to go into Closed Session pursuant to Wis. Stat. 19.85(1)(e) for purposes of conducting other specified public business, whenever competitive bargaining reasons require a closed session for negotiations on various Riviera concourse leases

#### **17. Open Session**

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

#### **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.*

3/24/2017 4:58pm

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

## CITY OF LAKE GENEVA

# *Arbor Day Proclamation*

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and Arbor Day is now observed throughout the nation and the world; and

WHEREAS, trees reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products; and

WHEREAS, trees in our City increase property values, enhance the economic vitality of business areas, and beautify our community; and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal; and

WHEREAS, THE CITY OF LAKE GENEVA, has been recognized as a Tree City USA by The National Arbor Day Foundation and desires to continue its tree-planting practices;

NOW, THEREFORE, I, Alan Kupsik, Mayor of the City of Lake Geneva, do hereby proclaim the month of April and May as ARBOR DAY months in the City of Lake Geneva, and urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands; and I further urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

Dated this 27<sup>th</sup> day of March, 2017.

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Alan Kupsik, Mayor

**REGULAR CITY COUNCIL MEETING  
MONDAY, MARCH 13, 2017 – 6:00 PM  
COUNCIL CHAMBERS, CITY HALL**

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

The Pledge of Allegiance was led by Alderman Gelting

**Roll Call.** Present: Aldermen Skates, Kordus, Gelting, Horne, Hedlund, Howell. Absent (excused): Mayor Kupsik, Ald. Flower and Chappell. Also Present: City Attorney Draper, City Administrator Oborn, Comptroller Slater and City Clerk Waswo.

**Awards, Presentations, and Proclamations.**

Ald. Kordus read a Proclamation recognizing Assistant Police Chief Michael Reuss for 31 years of service with the City of Lake Geneva Police Department.

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

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

**Acknowledgement of Correspondence.** None.

**Approval of Minutes.** Horne/Gelting motion to approve the Regular City Council Meeting minutes of February 27, 2017, as prepared and distributed. Motion carried 6 to 0.

**Consent Agenda**

- a. Parade and Public Assembly Permit Application filed by Lou Seal on behalf of RAM Racing for the Big Foot Triathlon at Big Foot State Park on June 24, 2017 and June 25, 2017 from 7:00am to 12:00pm *(recommended by the Finance, License and Regulation Committee on March 7, 2017)*
- b. Street Use Permit application filed by Lou Seal on behalf of RAM Racing for the Big Foot Triathlon at Big Foot State Park on June 24, 2017 and June 25, 2017 from 7:00am to 12:00pm contingent upon payment of a \$3,500 security deposit, a signed reimbursement agreement for fees not paid in advance, and receipt of a Certificate of Liability Insurance *(recommended by the Finance, License and Regulation Committee on March 7, 2017)*
- c. Park Reservation Permit Application filed by Richard Holt on behalf of Lakeland Community Church to use Flat Iron Park and the Brunk Pavilion for a worship service on July 2, 2017 from 7:00am to 1:00pm *(recommended by the Finance, License and Regulation Committee on March 7, 2017)*
- d. Park Reservation Permit Application filed by Chris Brookes on behalf of Friends of the Lake Geneva Public Library to use Library Park for the Beachside Authorfest on July 8, 2017 from 10:00am to 4:00pm *(recommended by the Finance, License and Regulation Committee on March 7, 2017)*
- e. Parking Stall Bag request filed by Chris Brookes on behalf of Friends of the Lake Geneva Public Library to reserve parking stalls 123, 124, and 125 on July 8, 2017 for the Beachside Authorfest *(recommended by the Finance, License and Regulation Committee on March 7, 2017)*
- f. Park Reservation Permit Application filed by David Harris Peeler to use Seminary Park for a family reunion picnic on July 22, 2017 from 4:00pm to 8:00pm *(recommended by the Finance, License and Regulation Committee on March 7, 2017)*

- g. Park Reservation Permit Application filed by Catherine Cichon to use Seminary Park for a family reunion on August 12, 2017 from 10:00am to 5:00pm *(recommended by the Finance, License and Regulation Committee on March 7, 2017)*
- h. Temporary Class “B”/Class “B” Retailer’s License Application filed by the Geneva Lakes Arts Foundation for the sale of fermented malt beverages at 223 Broad Street, Lake Geneva, for the Spring Open House Reception on March 17, 2017 from 6:00pm to 8:00pm and on March 18, 2017 from 10:00am to 5:00pm *(recommended by the Finance, License and Regulation Committee on March 7, 2017)*
- i. Temporary Operator License Application filed by Sarah McConnell on behalf of the Geneva Lake Arts Foundation for the Spring Open House Reception on March 17 and 18, 2017 *(recommended by the Finance, License and Regulation Committee on March 7, 2017)*
- j. Original 2016-2017 Operator’s (Bartender) License application filed by Carly Sertzel and Balvinder Singh *(recommended by the Finance, License and Regulation Committee on March 7, 2017)*

Gelting/Horne motion to approve. Motion carried 6 to 0.

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

**Discussion/Action on second reading of Ordinance 17-03 creating a City Tourism Commission**

Kordus pointed out by state statute we are limited to 6 people on the commission.

Kordus/Hedlund motion to approve Ordinance 17-03 creating a City Tourism Commission with an amendment to change and remove the citizen at large to make a 6 person commission to comply with the statute.

Ald. Gelting doesn’t think removing the citizen at large is the right decision. Ald. Howell stated a 6 member commission will possibly have ties when voting. Mr. Kordus thinks there is nothing wrong with a 6 person commission, if there is a tie, it basically fails and the group can come back and do it again. He doesn’t think there should be less business people. Mr. Horne is not comfortable removing an alderman or the citizen at large. Mr. Oborn suggested keeping the hoteliers. Ald. Howell asked if the configuration should be reconsidered. Mr. Horne wants to continue so there are more alderpersons present.

Horne/Howell motion to continue Ordinance 17-03 to the next council meeting. Motion carried 6 to 0.

**Discussion/Action on second reading of Ordinance 17-04 amending Chapter 78 Utilities**

Gelting/Hedlund motion to approve including an amendment to change the effective date of the finance portion to January 1, 2018 and to allow the City Administrator to replace one of the citizen board members upon expiration of their term or resignation of the one of the citizen board members.

City Administrator Oborn stated they tried to change all the titles of Director of Public Works and Utilities to Director of Utilities. He also noted there is a change in the board, the way the finances are done, and places a cap on Public Works items.

City Attorney Draper said we are changing the financing as far as how money is collected and turned over to the Treasurer. Mr. Oborn’s intention would be that the treasury functions come over on January 1 with the calendar year. City Attorney Draper stated the provision should be changed to make that effective 1/1/2018.

Mr. Oborn pointed out the commission members will go from 4 to 3. Mr. Draper suggests making a provision that the City Administrator become a member as soon as one of the citizen members expire or resign.

Roll Call: Skates, Kordus, Gelting, Horne, Hedlund, Howell voting “yes.” Motion carried 6 to 0.

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

### **Kordus/Horne motion to approve an Amendment to Employee Handbook for overtime pay for Holidays**

*(recommended by the Finance, License and Regulation Committee on March 7, 2017)*

Mr. Kordus explained this is a housekeeping item to clean up the language for the holiday pay with regard to overtime and the 40 hour work week. Mr. Oborn stated the bonus has already been approved for this year. This is just updating the Employee Handbook.

Roll Call: Skates, Kordus, Gelting, Horne, Hedlund, Howell voting “yes.” Motion carried 6 to 0.

## **Police & Fire Commission – Alderman Howell**

Alderman Howell stated items A through F are all housekeeping items that are just moving monies into the correct designated funds from funds that are collected by the Police and Fire Departments.

### **Howell/Gelting motion to approve Resolution 17-R02, authorizing the 2016 transfer of monies to the Designated Fund Balance –PD State Seizures account from the Undesignated Fund Balance account in the amount of**

**\$3,782.04** *(recommended by Police and Fire Commission on March 9, 2017)*

Roll Call: Skates, Kordus, Gelting, Horne, Hedlund, Howell voting “yes.” Motion carried 6 to 0.

### **Howell/Horne motion to approve Resolution 17-R03, authorizing the 2016 transfer of monies from the Designated Fund Balance-PD Donations account to the Undesignated Fund Balance account in the amount of \$37.75**

*(recommended by Police and Fire Commission on March 9, 2017)*

Roll Call: Skates, Kordus, Gelting, Horne, Hedlund, Howell voting “yes.” Motion carried 6 to 0.

### **Howell/Gelting motion to approve Resolution 17-R04, authorizing the 2016 transfer of monies to the Designated Fund Balance-PD Uniform Allowance account from the Undesignated Fund Balance account in the amount of**

**\$1,887.77** *(recommended by Police and Fire Commission on March 9, 2017)*

Roll Call: Skates, Kordus, Gelting, Horne, Hedlund, Howell voting “yes.” Motion carried 6 to 0.

### **Howell/Gelting motion to approve Resolution 17-R05, authorizing the 2016 transfer of monies to the Designated Fund Balance-EMS Act 102 Program account from the Undesignated Fund Balance account in the amount of**

**\$3,969.99** *(recommended by Police and Fire Commission on March 9, 2017)*

Roll Call: Skates, Kordus, Gelting, Horne, Hedlund, Howell voting “yes.” Motion carried 6 to 0.

### **Horne/Gelting motion to approve Resolution 17-R06, authorizing the 2016 transfer of monies to the Designated Fund Balance-Fire CPR Revenue account from the Undesignated Fund Balance account in the amount of \$781.60**

*(recommended by Police and Fire Commission on March 9, 2017)*

Roll Call: Skates, Kordus, Gelting, Horne, Hedlund, Howell voting “yes.” Motion carried 6 to 0.

### **Howell/Hedlund motion to approve Resolution 17-R07, authorizing the 2016 transfer of monies to the Designated Fund Balance-Fire Donations account from the Undesignated Fund Balance account in the amount of \$122.24**

*(recommended by Police and Fire Commission on March 9, 2017)*

Roll Call: Skates, Kordus, Gelting, Horne, Hedlund, Howell voting “yes.” Motion carried 6 to 0.

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

### **Purchase Orders (none)**

### **Kordus/Gelting motion to approve the Prepaid Bills in the amount of \$28,528.32. *(Recommended by the Finance, License and Regulation Committee on March 7, 2017)***

Roll Call: Skates, Kordus, Gelting, Horne, Hedlund, Howell voting “yes.” Motion carried 6 to 0.

### **Kordus/Skates motion to approve the Regular Bills in the amount of \$99,235.87. *(Recommended by the Finance, License and Regulation Committee on March 7, 2017)***

Roll Call: Skates, Kordus, Gelting, Horne, Hedlund, Howell voting “yes.” Motion carried 6 to 0.

## **Mayoral Appointments. None.**

**Closed Session**

**Howell/Skates 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 regarding**

- a. Building & Zoning Administrator Applicants**
- b. Sergeant Sean Hinzpeter**

Roll Call: Skates, Kordus, Gelting, Horne, Hedlund, Howell voting “yes.” Motion carried 6 to 0.

Council entered into closed session at 6:24pm.

**Open Session**

**Gelting/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: Skates, Kordus, Gelting, Horne, Hedlund, Howell voting “yes.” Motion carried 6 to 0.

Council returned to open session at 6:49pm.

- a. Skates/Gelting motion to proceed with negotiations as discussed in closed session

Roll Call: Skates, Kordus, Gelting, Horne, Hedlund, Howell voting “yes.” Motion carried 6 to 0.

- b. Skates/Gelting motion to proceed with negotiations as discussed in closed session

Roll Call: Skates, Kordus, Gelting, Horne, Hedlund, Howell voting “yes.” Motion carried 6 to 0.

**Adjournment.** Gelting/Horne motion to adjourn at 6:50pm. Motion carried 6 to 0.

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/s/ Sabrina Waswo, City Clerk

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

# CITY OF LAKE GENEVA EVENT PERMIT APPLICATION



Please fill in all blanks completely, as incomplete applications will be rejected.  
Applications must be submitted **AT LEAST 10 WEEKS** prior to the proposed event date(s).

## Section I - What type of Permit(s) will your event require?

Parade Permit. Required for any parade on public property.

Map or description of the requested route to be traveled.

Public Assembly Permit. Required for any public gathering on public property. No fee required.

Street Use Permit. Required for any event using a public street. Per Sec. 62-243 of the municipal code, this application must include the following attachments:

Certificate of Comprehensive General Liability Insurance with the City, its employees and agents as additional insured with coverage for contractual liability with minimum limits of \$500,000 per occurrence for bodily injury and property damage limits of \$250,000 per occurrence.

Petition signed by more than half of the residential dwelling units and/or commercial units residing along that portion of the street designated for the proposed use or whose property is denied access by virtue of the granting of the permit.

Parking Stall Bag Request. Required for reserving the use of any City parking stall in conjunction of with an event.

Park Reservation Permit. Required for reserving the use of a park facility or shelter.

Brunk Pavilion. Requires rental of Flat Iron Park. Additional rental fees apply.

Beach Reservation Permit. Required for reserving the use of the beach.

## Section II - Applicant Information

1. Applicant Name: Sean Payne Date of Application: 2/27/17

2. Organization Name: Lake Geneva's Farmers Market

3. Organization Type:  For Profit  Non-Profit (501(c)(3)) Tax ID: \_\_\_\_\_

4. Mailing Address: P.O. Box 71

5. City, State, Zip: Lake Geneva WI 53147

6. Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

7. Applicant's Drivers License #. \_\_\_\_\_ State license issued: \_\_\_\_\_

8. Are you applying as a resident of the City of Lake Geneva?  Yes  No  
*If yes, proof of residency must be attached.*

## Section III - Event Information

1. Title of Event: Lake Geneva Farmers Market

2. Date(s) of Event: Every Thursday May 4<sup>th</sup> - Oct 26<sup>th</sup> 2017

3. Location(s) of Event: 330 Broad St. LG. Horticultural Hall

4. Hours: 8 AM 1 PM

Start Time

End Time

5. Event Chair/Contact Person: Sean Payne Phone \_\_\_\_\_

6. Day of Event Contact Name: Sean Payne Phone: \_\_\_\_\_

7. Is the event open to the public?  Yes  No

8. Will you charge an admission fee?  Yes  No

9. Estimated Attendance Number: 75-100 at most at one time

10. Basis for Estimate: last year

11. Will you be setting up a tent?  Yes  No

*If yes, list the location, size, Rental Company, and proof of completion of locates.*

12. Will there be any animals?  Yes  No

*If yes, what type and how many:* \_\_\_\_\_

13. Detailed description of proposed event with map of exact location of the event and/or route.

To sell flowers, veggies, cheese, granola, sweets, jewelry, plants and sauces.

14. Description of plan for handling refuse collection and after-event clean-up:

We throw it into our own dumpsters.

15. Description of plan for providing event security (if applicable):

16. Will there be fireworks or pyrotechnics at your event?  Yes  No

*If yes, please attach a fireworks display permit or application.*

17. Will your event include the sale of beer and/or wine?  Yes  No

*If yes, please attach a completed Temporary Alcohol License & Temporary Operator License Application.*

18. Will you or any other vendors be selling food or merchandise?  Yes  No

*If yes, please attach list of proposed vendors, including business name and type of food/merchandise sold.*

**Section IV - Street Use**

Check if this section does not apply.

1. Description of the portion(s) of road(s) to be used:

Road closures must include rental of barricades.

Alley next to the Hall but only one end off of Broad  
We only use about 8 yards of the Alley. The rest is  
open.

2. Will any parking stalls be used or blocked during the event?  Yes  No

Date(s) of use: May 4<sup>th</sup> Oct 26<sup>th</sup> Thursdays only 7am-2pm

Total Number of Stalls Request: 13

Stall Number(s) and Location: 507-519 W side of Broad in front of Hall

Additional Information:

We would ask the City Council to waive the  
stall fee's for the Market. We feel that we are  
bringing added value to Lake Geneva, and the community.

3. Description of signage to be used during event:

If requesting City banner poles, please include a Street Banner Display Application.

Just 3 hand made signs that are put out in the  
morning, and put away when the Market closes.

**Anticipated Services**

Please indicate below any additional services you are requesting for your event. Estimated Fees or Deposits for these services may be required prior to issuance of permit(s).

- Electricity Explain: \_\_\_\_\_
- Water Explain: \_\_\_\_\_
- Traffic Control Explain: \_\_\_\_\_
- Police Services Explain: \_\_\_\_\_
- Fire/EMS Services Explain: \_\_\_\_\_
- Other Explain: \_\_\_\_\_

**Section V- Fees**

Application and Permit Fees	Unit Fee				Applicable Fee
<b>Parade Permit</b>					
Application Fee	\$25.00				_____
<b>Street Use Permit</b>					
Application Fee	\$25.00				<u>25.00</u>
Permit Fee - Events lasting 2 days or less	\$40.00				_____
Permit Fee - Events lasting more than 2 days	\$100.00				<u>100.00</u>
<b>Parking Stall Bag Request</b>					
Administrative Fee	\$10.00				_____
<i>Asking to be waived.</i>					
Parking Stall Usage/Blockage Fee - Per Stall, Per Day		# of Stalls	# of Days		
March 1 - November 14	\$20.00 x	<u>13</u>	x <u>20</u>	=	<u>\$6,760</u>
November 15 - February 29	\$10.00 x	_____	x _____	=	_____
<b>Park Reservation Permit</b>					
Application Fee	\$25.00				_____
<b>Security Deposit</b>					
<b>Non-Profit or Resident</b>					
49 Attendees or Less	\$50.00				_____
50-149 Attendees	\$100.00				_____
150 or more Attendees	<i>Determined by Park Board</i>				_____
<b>Non-Resident</b>					
49 Attendees or Less	\$100.00				_____
50-149 Attendees	\$150.00				_____
150 or more Attendees	<i>Determined by Park Board</i>				_____
<b>Park Reservation Fees - Per Location, Per Day</b>					
<b>Non-Profit or Resident</b>					
49 Attendees or Less	\$30.00 x	# of Parks	x # of Days	=	_____
50-149 Attendees	\$55.00 x	_____	x _____	=	_____
150 or more Attendees	\$105.00 x	_____	x _____	=	_____
<b>Non-Resident</b>					
49 Attendees or Less	\$75.00 x	_____	x _____	=	_____
50-149 Attendees	\$125.00 x	_____	x _____	=	_____
150 or more Attendees	\$225.00 x	_____	x _____	=	_____
<b>Brunk Pavilion Rental Permit</b>					
<i>Must also include rental of Flat Iron Park to rent Pavilion</i>					
Non-Profit or Resident	\$250.00		x # of Days	=	_____
Non-Resident	\$500.00		x _____	=	_____
<b>Additional Park Amenities</b>					
Equipment (with delivery)	Rental Fee	# Requested	Sec. Dep.		Applicable Fee
Benches	\$5.00 each	x _____	+ \$50.00	=	_____
Picnic Tables	\$15.00 each	x _____	+ \$50.00	=	_____
Barricades	\$5.00 each	x _____	+ \$50.00	=	_____
Trash Receptacles	\$8.00 each	x _____	+ \$50.00	=	_____
Dumpster Delivery	\$50.00 each	x _____	+ \$0	=	_____
Dumpster Pick-up	\$50.00 plus additional landfill	_____			_____
Fencing - Snow	\$30.00 per 50 feet	_____			_____
<i>Requests for equipment are subject to availability.</i>					Subtotal: \$ _____

Application and Permit Fees	Unit Fee	Applicable Fee
<b>Beach Reservation Permit</b>		
<i>Excludes Normal Beach Hours Memorial Day through Labor Day 9am-5pm</i>		
<i>Opening/Cleaning of Beach Bathrooms will be invoiced at an Hourly Rate</i>		
Application Fee	\$25.00	_____
Security Deposit		
Non-Profit or Resident		
49 Attendees or Less	\$50.00	_____
50-149 Attendees	\$100.00	_____
150 or more Attendees	<i>Determined by Piers, Harbors &amp; Lakefront</i>	_____
Non-Resident		
49 Attendees or Less	\$100.00	_____
50-149 Attendees	\$150.00	_____
150 or more Attendees	<i>Determined by Piers, Harbors &amp; Lakefront</i>	_____
Beach Reservation Fees - Per Day		
Non-Profit or Resident		
49 Attendees or Less	\$30.00	x _____ = _____
50-149 Attendees	\$55.00	x _____ = _____
150 or more Attendees	\$105.00	x _____ = _____
Non-Resident		
49 Attendees or Less	\$75.00	x _____ = _____
50-149 Attendees	\$125.00	x _____ = _____
150 or more Attendees	\$225.00	x _____ = _____
		Subtotal: \$ _____
		+ Subtotal from Page 4: \$ <u>125-</u>

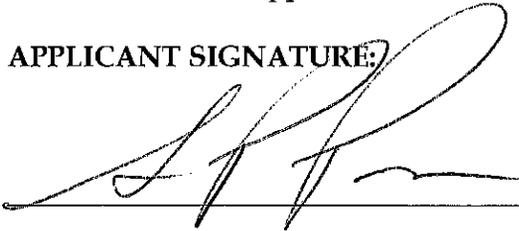
**Total PAID with Application: \$ 125-**

*Accepted by cash, credit card or checks (payable to the City of Lake Geneva)*

**Section VI - Signature of Applicant**

"The information provided in this application is true and correct to the best of my knowledge and belief. I understand that cancellation of any event, for any reason, shall result in the forfeiture of permit fees. I understand that application fees are not refunded in the event the application is not approved. I understand that in addition to the schedule of fees, if any additional City services are requested or determined to be impacted, an additional fee will be charged for those services. I agree to comply with all applicable state, federal and municipal regulations and ordinances."

**APPLICANT SIGNATURE:**



DATE: 2/27/17

For Office Use Only

Date Filed with Clerk: 2/27/17 Payment with Application: \$ 125.00 Receipt: C170227-4

Additional Fees Collected: \$ \_\_\_\_\_ Receipt # \_\_\_\_\_

Departmental review (all that apply):

Police Chief:  Approved  Denied Signed: [Signature]

Additional services needed: \_\_\_\_\_

Additional fees or deposit: \_\_\_\_\_

Fire Chief:  Approved  Denied Signed: [Signature]

Additional services needed: \_\_\_\_\_

Additional fees or deposit: \_\_\_\_\_

Street Dept.:  Approved  Denied Signed: [Signature]

Additional services needed: \_\_\_\_\_

Additional fees or deposit: \_\_\_\_\_

Parking Dept.:  Approved  Denied Signed: [Signature]

Additional services needed: \* 13 stalls in front of Herfried Hotel pending Council approval

Additional fees or deposit: \_\_\_\_\_

Piers, Harbors & Lakefront:  Approved  Denied Signed: [Signature]

Additional services needed: \_\_\_\_\_

Additional fees or deposit: \_\_\_\_\_

Committee/Council review (all that apply):

Park Board: Meeting Date(s): \_\_\_\_\_  Approved  Denied

Reasons/Conditions: \_\_\_\_\_

Finance, License & Regulation: Meeting Date(s): \_\_\_\_\_  Approved  Denied

Reasons/Conditions: \_\_\_\_\_

Council: Meeting Date(s): \_\_\_\_\_  Approved  Denied

Reasons/Conditions: \_\_\_\_\_

Clerk's Office Completion:

Total Add'l fee/deposit to be collected: \$ \_\_\_\_\_ Receipt # \_\_\_\_\_

Permit(s) issued:  Parade/PA  Street Use  Park Permit

Date of issue: \_\_\_\_\_ Deposit Returned: \$ \_\_\_\_\_ Deposit withheld: \$ \_\_\_\_\_

Reason withheld: \_\_\_\_\_

# CITY OF LAKE GENEVA EVENT PERMIT APPLICATION



Please fill in all blanks completely, as incomplete applications will be rejected.  
Applications must be submitted **AT LEAST 10 WEEKS** prior to the proposed event date(s).

## Section I - What type of Permit(s) will your event require?

- Parade Permit.** Required for any parade on public property.
- Map or description of the requested route to be traveled.
- Public Assembly Permit.** Required for any public gathering on public property. No fee required.
- Street Use Permit.** Required for any event using a public street. Per Sec. 62-243 of the municipal code, this application must include the following attachments:
- Certificate of Comprehensive General Liability Insurance with the City, its employees and agents as additional insured with coverage for contractual liability with minimum limits of \$500,000 per occurrence for bodily injury and property damage limits of \$250,000 per occurrence.
  - Petition signed by more than half of the residential dwelling units and/or commercial units residing along that portion of the street designated for the proposed use or whose property is denied access by virtue of the granting of the permit.
- Parking Stall Bag Request.** Required for reserving the use of any City parking stall in conjunction of with an event.
- Park Reservation Permit.** Required for reserving the use of a park facility or shelter.
- Brunk Pavilion.** Requires rental of Flat Iron Park. Additional rental fees apply.
- Beach Reservation Permit.** Required for reserving the use of the beach.

## Section II - Applicant Information

1. Applicant Name: \_\_\_\_\_ Date of Application: 2/27/17
2. Organization Name: FRANK KRESEN POST 24 AMERICAN LEGION
3. Organization Type:  For Profit  Non-Profit (501(c)\_\_\_\_) Tax ID: \_\_\_\_\_
4. Mailing Address: P.O. BOX 24
5. City, State, Zip: LAKE GENEVA WI 53147
6. Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_
7. Applicant's Drivers License #: \_\_\_\_\_ State license issued: \_\_\_\_\_
8. Are you applying as a resident of the City of Lake Geneva?  Yes  No  
*If yes, proof of residency must be attached.*

## Section III - Event Information

1. Title of Event: ANNUAL MEMORIAL DAY PARADE
2. Date(s) of Event: 5/29/17
3. Location(s) of Event: PARADE FROM WISCONSIN/BROAD ST TO FLAT IRON PARK
4. Hours: 1000 1130  
Start Time End Time

5. Event Chair/Contact Person: LEN G JEGERSKI Phone: \_\_\_\_\_

6. Day of Event Contact Name: LEN JEGERSKI Phone: \_\_\_\_\_

7. Is the event open to the public?  Yes  No

8. Will you charge an admission fee?  Yes  No

9. Estimated Attendance Number: 100-150

10. Basis for Estimate: PAST EVENTS

11. Will you be setting up a tent?  Yes  No  
*If yes, list the location, size, Rental Company, and proof of completion of locates.*

12. Will there be any animals?  Yes  No  
*If yes, what type and how many:* \_\_\_\_\_

13. Detailed description of proposed event with map of exact location of the event and/or route.  
  
ROUTE MAP ATTACHED

14. Description of plan for handling refuse collection and after-event clean-up:

15. Description of plan for providing event security (if applicable):

16. Will there be fireworks or pyrotechnics at your event?  Yes  No  
*If yes, please attach a fireworks display permit or application.*

17. Will your event include the sale of beer and/or wine?  Yes  No  
*If yes, please attach a completed Temporary Alcohol License & Temporary Operator License Application.*

18. Will you or any other vendors be selling food or merchandise?  Yes  No  
*If yes, please attach list of proposed vendors, including business name and type of food/merchandise sold.*

**Section IV - Street Use**

Check if this section does not apply.

1. Description of the portion(s) of road(s) to be used:  
*Road closures must include rental of barricades.*

SEE MAP

2. Will any parking stalls be used or blocked during the event?     Yes     No

Date(s) of use: \_\_\_\_\_

Total Number of Stalls Request: \_\_\_\_\_

Stall Number(s) and Location: \_\_\_\_\_

Additional Information:

3. Description of signage to be used during event:

*If requesting City banner poles, please include a Street Banner Display Application.*

N/A

**Anticipated Services**

*Please indicate below any additional services you are requesting for your event. Estimated Fees or Deposits for these services may be required prior to issuance of permit(s).*

- Electricity            Explain: \_\_\_\_\_
- Water                    Explain: \_\_\_\_\_
- Traffic Control        Explain: \_\_\_\_\_
- Police Services        Explain: \_\_\_\_\_
- Fire/EMS Services    Explain: \_\_\_\_\_
- Other                    Explain: \_\_\_\_\_

**Section V- Fees**

Application and Permit Fees		Unit Fee			Applicable Fee
<b>Parade Permit</b>					
Application Fee		\$25.00			<u>25.00</u>
<b>Street Use Permit</b>					
Application Fee		\$25.00			<u>25.00</u>
Permit Fee - Events lasting 2 days or less		\$40.00			<u>40.00</u>
Permit Fee - Events lasting more than 2 days		\$100.00			
<b>Parking Stall Bag Request</b>					
Administrative Fee		\$10.00			
Parking Stall Usage/Blockage Fee - Per Stall, Per Day			# of Stalls	# of Days	
March 1 - November 14	\$20.00	x	_____	x _____ =	_____
November 15 - February 29	\$10.00	x	_____	x _____ =	_____
<b>Park Reservation Permit</b>					
Application Fee		\$25.00			
<b>Security Deposit</b>					
<b>Non-Profit or Resident</b>					
49 Attendees or Less		\$50.00			
50-149 Attendees		\$100.00			
150 or more Attendees		<i>Determined by Park Board</i>			
<b>Non-Resident</b>					
49 Attendees or Less		\$100.00			
50-149 Attendees		\$150.00			
150 or more Attendees		<i>Determined by Park Board</i>			
<b>Park Reservation Fees - Per Location, Per Day</b>					
<b>Non-Profit or Resident</b>					
49 Attendees or Less	\$30.00	x	_____	x _____ =	_____
50-149 Attendees	\$55.00	x	_____	x _____ =	_____
150 or more Attendees	\$105.00	x	_____	x _____ =	_____
<b>Non-Resident</b>					
49 Attendees or Less	\$75.00	x	_____	x _____ =	_____
50-149 Attendees	\$125.00	x	_____	x _____ =	_____
150 or more Attendees	\$225.00	x	_____	x _____ =	_____
<b>Brunk Pavilion Rental Permit</b>					
<i>Must also include rental of Flat Iron Park to rent Pavilion</i>				# of Days	
Non-Profit or Resident	\$250.00	x	_____	=	_____
Non-Resident	\$500.00	x	_____	=	_____
<b>Additional Park Amenities</b>					
Equipment (with delivery)	Rental Fee		# Requested	Sec. Dep.	Applicable Fee
Benches	\$5.00 each		x _____ +	\$50.00 =	_____
Picnic Tables	\$15.00 each		x _____ +	\$50.00 =	_____
Barricades	\$5.00 each		x _____ +	\$50.00 =	_____
Trash Receptacles	\$8.00 each		x _____ +	\$50.00 =	_____
Dumpster Delivery	\$50.00 each		x _____ +	\$0 =	_____
Dumpster Pick-up	\$50.00 plus additional landfill		_____		_____
Fencing - Snow	\$30.00 per 50 feet		_____		_____
<i>Requests for equipment are subject to availability.</i>					<b>Subtotal: \$</b> <u>90.00</u>

Application and Permit Fees	Unit Fee	Applicable Fee
<b>Beach Reservation Permit</b>		
<i>Excludes Normal Beach Hours Memorial Day through Labor Day 9am-5pm</i>		
<i>Opening/Cleaning of Beach Bathrooms will be invoiced at an Hourly Rate</i>		
Application Fee	\$25.00	_____
Security Deposit		
Non-Profit or Resident		
49 Attendees or Less	\$50.00	_____
50-149 Attendees	\$100.00	_____
150 or more Attendees	<i>Determined by Piers, Harbors &amp; Lakefront</i>	_____
Non-Resident		
49 Attendees or Less	\$100.00	_____
50-149 Attendees	\$150.00	_____
150 or more Attendees	<i>Determined by Piers, Harbors &amp; Lakefront</i>	_____
Beach Reservation Fees - Per Day		
Non-Profit or Resident		
49 Attendees or Less	\$30.00	x _____ = _____
50-149 Attendees	\$55.00	x _____ = _____
150 or more Attendees	\$105.00	x _____ = _____
Non-Resident		
49 Attendees or Less	\$75.00	x _____ = _____
50-149 Attendees	\$125.00	x _____ = _____
150 or more Attendees	\$225.00	x _____ = _____
		Subtotal: \$ <u>90.00</u>
		+ Subtotal from Page 4: \$ <u>90.00</u>

**Total PAID with Application: \$ 0.00**

*Accepted by cash, credit card or checks (payable to the City of Lake Geneva)*

**Section VI - Signature of Applicant**

"The information provided in this application is true and correct to the best of my knowledge and belief. I understand that cancellation of any event, for any reason, shall result in the forfeiture of permit fees. I understand that application fees are not refunded in the event the application is not approved. I understand that in addition to the schedule of fees, if any additional City services are requested or determined to be impacted, an additional fee will be charged for those services. I agree to comply with all applicable state, federal and municipal regulations and ordinances."

**APPLICANT SIGNATURE:**

*Ben Jegeruski*

DATE: Mar. 1, 2017

For Office Use Only

Date Filed with Clerk: 3/6/17 Payment with Application: \$ 0.00 Receipt # \_\_\_\_\_

Additional Fees Collected: \$ \_\_\_\_\_ Receipt # \_\_\_\_\_

Departmental review (all that apply):

Police Chief:  Approved  Denied Signed: [Signature]

Additional services needed: \_\_\_\_\_

Additional fees or deposit: \_\_\_\_\_

Fire Chief:  Approved  Denied Signed: [Signature]

Additional services needed: \_\_\_\_\_

Additional fees or deposit: \_\_\_\_\_

Street Dept:  Approved  Denied Signed: [Signature]

Additional services needed: \_\_\_\_\_

Additional fees or deposit: \_\_\_\_\_

Parking Dept:  Approved  Denied Signed: [Signature]

Additional services needed: No SMITHS

Additional fees or deposit: \_\_\_\_\_

Piers, Harbors & Lakefront:  Approved  Denied Signed: \_\_\_\_\_

Additional services needed: \_\_\_\_\_

Additional fees or deposit: \_\_\_\_\_

Committee/Council review (all that apply):

Park Board: Meeting Date(s): \_\_\_\_\_  Approved  Denied

Reasons/Conditions: \_\_\_\_\_

Finance, License & Regulation: Meeting Date(s): \_\_\_\_\_  Approved  Denied

Reasons/Conditions: \_\_\_\_\_

Council: Meeting Date(s): \_\_\_\_\_  Approved  Denied

Reasons/Conditions: \_\_\_\_\_

Clerk's Office Completion:

Total Add'l fee/deposit to be collected: \$ \_\_\_\_\_ Receipt # \_\_\_\_\_

Permit(s) issued:  Parade/PA  Street Use  Park Permit

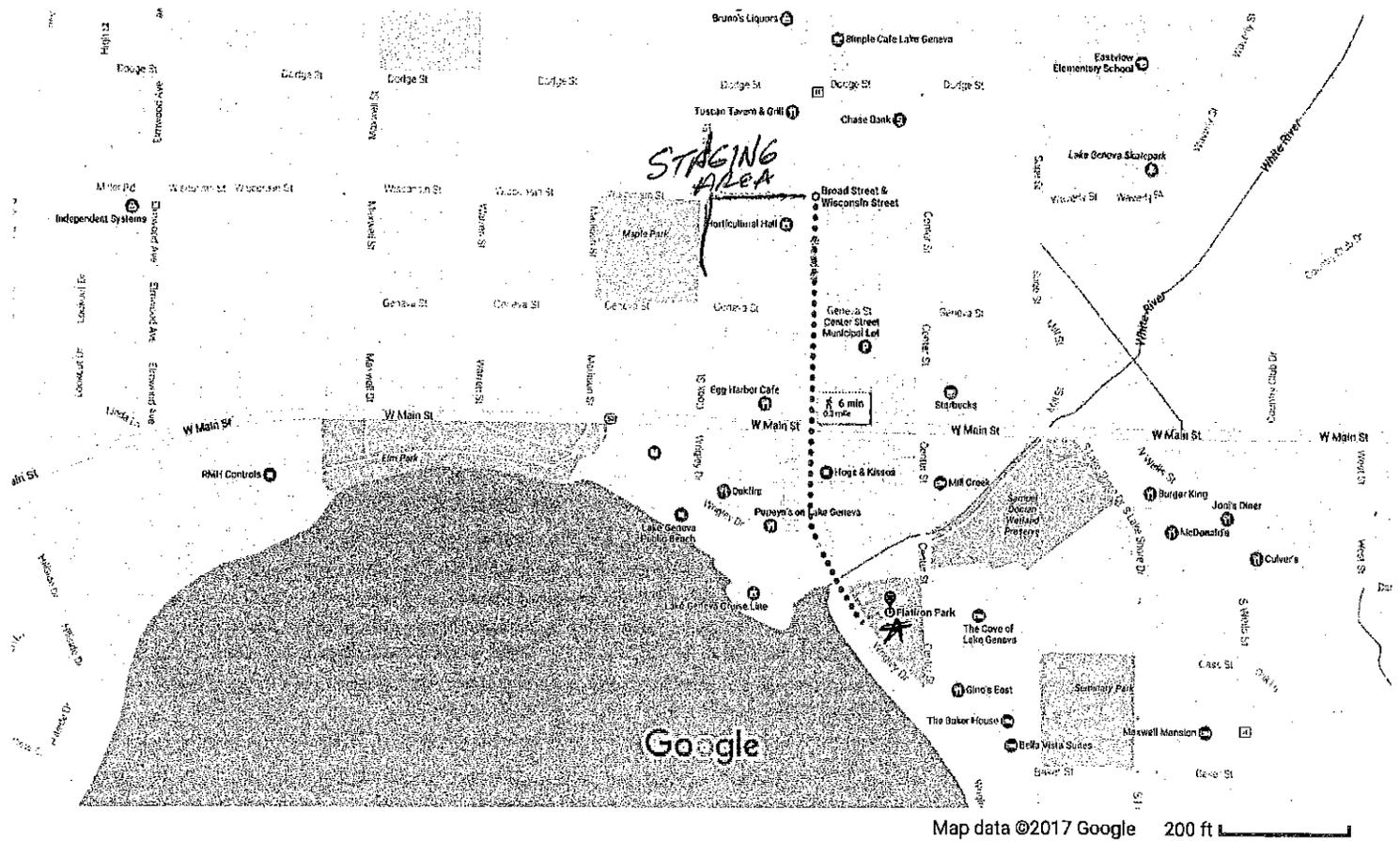
Date of issue: \_\_\_\_\_ Deposit Returned: \$ \_\_\_\_\_ Deposit withheld: \$ \_\_\_\_\_

Reason withheld: \_\_\_\_\_

Google Maps

Broad St & Wisconsin St to Flatiron Park, Lake Geneva, WI

Walk 0.3 mile, 6 min



### Broad St & Wisconsin St

Lake Geneva, WI 53147

Use caution - may involve errors or sections not suited for walking

- ↑ 1. Head south on Broad St toward Geneva St

0.3 mi

- ↑ 2. Continue onto Wrigley Dr

348 ft

### Flatiron Park

Lake Geneva, WI 53147

These directions are for planning purposes only. You may find that construction projects, traffic, weather, or other events may cause conditions to differ from the map results, and you should plan your route accordingly. You must obey all signs or notices regarding your route.



**FRANK KRESEN POST 24**  
**Memorial Building**

P.O. BOX 24  
LAKE GENEVA, WI 53147

City of Lake Geneva  
626 Geneva St.  
Lake Geneva, WI .53147

March 3, 2017

America Legion Post 24 is requesting that the Parade Fee for the Memorial Day Ceremonies be waved by the City of Lake Geneva. The Parade is a not only a Veteran's function but a community function with the Police Dept, Fire Dept, City Officials, High School, Middle School, Boy Scouts and other organizations in participation.

Thank You,  
Len Jegerski, Commander  
*Len Jegerski*  
American Legion Post 24  
Lake Geneva, WI

**FINANCE, LICENSE & REGULATION COMMITTEE  
TUESDAY, MARCH 21, 2017 – 6:00 PM  
MEETING ROOM 2A, CITY HALL**

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

Gelting/Chappell motion to elect Ken Howell as the temporary chairperson. Motion carried 3 to 0.

**Roll Call.** Present: Aldermen Gelting, Howell, and Chappell. Absent: Ald. Kordus and Horne. Also Present: Mayor Kupsik, City Administrator Oborn, Comptroller Slater, Parking Manager Mullally 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.**

Kevin Fleming, 1032 Wisconsin Street spoke on behalf of the Lake Geneva Business Improvement District for permit applications on the agenda. He requested waiver of the banner permit fees for Taste of Lake Geneva and Oktoberfest.

**Approval of Minutes.** Gelting/Chappell motion to approve the Regular Finance, License and Regulation Committee Meeting minutes of March 7, 2017, as prepared and distributed. Motion carried 3 to 0.

**LICENSES & PERMITS**

**Gelting/Chappell motion to approve the Street Use Permit application filed by Lake Geneva Farmers Market using the alley to the south of Horticultural Hall (330 Broad St.) on Thursdays from May 4<sup>th</sup> to October 26<sup>th</sup>, 2017 from 8:00am to 1:00pm.** Motion carried 3 to 0.

**Gelting/Chappell motion to approve the Parking Stall Bag request filed by Lake Geneva Farmers Market to use 13 stalls on the west side of Broad Street on Thursdays from May 4<sup>th</sup> to October 26<sup>th</sup>, 2017 (26 days) from 7:00am to 2:00pm with waiver of all parking stall bag fees.** Motion carried 3 to 0.

**Parade permit application filed by Len Jegerski on behalf of the American Legion Post for the annual Memorial Day Parade on May 29, 2017 from 10:00am to 11:30am with request for waiver of all fees.**

City Clerk Waswo noted they are requesting waiver of the application fee as well.

Gelting/Chappell motion to approve and amend to include the \$25.00 application fee only. Motion carried 3 to 0.

**Chappell/Gelting motion to approve the Street Use Permit application filed by Len Jegerski on behalf of the American Legion Post 24 for the Annual Memorial Day Parade on May 29, 2017 using Wisconsin and Broad Street to the Riviera with staging at 10:00 am and parade from 11:00 am to 11:30 am with request for waiver of all fees.** There was discussion on including the application fee of \$25.00. In the past they have not paid anything for this permit. Ald. Chappell felt by charging the application fee it would be dinging them twice as there is no more additional work since the paperwork is combined into one packet. Mayor Kupsik noted we are trying to get away from waiving the application fee. Motion carried 3 to 0.

**Gelting/Chappell motion to approve the Public Assembly Permit application filed by Lake Geneva Business Improvement District for the Lake Geneva Paint-In June 10 – June 11, 2017, 10:00am to 5:00pm requesting use of downtown sidewalks to place tables, chairs and umbrellas for display and sale of artists' drawings and paintings.** Motion carried 3 to 0.

**Gelting/Chappell motion to approve the Public Assembly Permit application filed by Lake Geneva Business Improvement District for Lake Geneva Maxwell Street Days August 25 – August 27, 2017, 8:00am to 7:00pm requesting use of downtown sidewalks for business sales.** Motion carried 3 to 0.

**Gelting/Howell motion to approve the Street Banner Display application filed by Kevin Fleming on behalf of the Lake Geneva Business Improvement District to use 11 banner poles for Taste of Lake Geneva starting August 28, 2017 through September 11, 2017 with request for waiver of fees.** City Admin. Oborn said the BID events are a big draw to the downtown. Ald. Gelting looks at the BID as the default for the banner poles. Ald. Chappell wants the BID to pay the fees as the Street Department still has to put them up. Motion carried 2 to 1 with Chappell voting “no.”

# CITY OF LAKE GENEVA

## EVENT PERMIT APPLICATION



Please fill in all blanks completely, as incomplete applications will be rejected.  
Applications must be submitted **AT LEAST 10 WEEKS** prior to the proposed event date(s).

### Section I - What type of Permit(s) will your event require?

- Parade Permit.** Required for any parade on public property.
  - Map or description of the requested route to be traveled.
- Public Assembly Permit.** Required for any public gathering on public property. No fee required.
- Street Use Permit.** Required for any event using a public street. Per Sec. 62-243 of the municipal code, this application must include the following attachments:
  - Certificate of Comprehensive General Liability Insurance with the City, its employees and agents as additional insured with coverage for contractual liability with minimum limits of \$500,000 per occurrence for bodily injury and property damage limits of \$250,000 per occurrence.
  - Petition signed by more than half of the residential dwelling units and/or commercial units residing along that portion of the street designated for the proposed use or whose property is denied access by virtue of the granting of the permit.
- Parking Stall Bag Request.** Required for reserving the use of any City parking stall in conjunction of with an event.
- Park Reservation Permit.** Required for reserving the use of a park facility or shelter.
  - Brunk Pavilion.** Requires rental of Flat Iron Park. Additional rental fees apply.
- Beach Reservation Permit.** Required for reserving the use of the beach.

### Section II - Applicant Information

1. Applicant Name: Kevin Fleming Date of Application: 2/22/17
2. Organization Name: Lake Geneva Business Improvement District
3. Organization Type:  For Profit  Non-Profit (501(c)\_\_\_\_) Tax ID: \_\_\_\_\_
4. Mailing Address: PO BOX 863
5. City, State, Zip: Lake Geneva, WI 53147
6. Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_
7. Applicant's Drivers License #: \_\_\_\_\_ State license issued: \_\_\_\_\_
8. Are you applying as a resident of the City of Lake Geneva?  Yes  No  
*If yes, proof of residency must be attached.*

### Section III - Event Information

1. Title of Event: Lake Geneva Paint-In
2. Date(s) of Event: Saturday 6/10/17 - Sunday 6/11/17
3. Location(s) of Event: Main Street, Broad Street, Cook Street, Center Street
4. Hours: 10:00am - 5:00pm

Start Time

End Time

5. Event Chair/Contact Person: Kevin Fleming Phone: \_\_\_\_\_

6. Day of Event Contact Name: Kevin Fleming Phone: \_\_\_\_\_

7. Is the event open to the public?  Yes  No

8. Will you charge an admission fee?  Yes  No

9. Estimated Attendance Number: unknown

10. Basis for Estimate: Weather dependent

11. Will you be setting up a tent?  Yes  No

*If yes, list the location, size, Rental Company, and proof of completion of locates.*

\_\_\_\_\_  
\_\_\_\_\_

12. Will there be any animals?  Yes  No

*If yes, what type and how many:* \_\_\_\_\_

13. Detailed description of proposed event with map of exact location of the event and/or route.  
The Lake Geneva Paint In has artists drawing, painting, and enjoying their craft on the city sidewalks Downtown Lake Geneva throughout the Lake Geneva Business Improvement District. Each participating artist will have a table, chair, and umbrella (weather dependent). The artists will also display their artwork for sale. All equipment will allow for unobstructed sidewalk use and will be off sidewalks by 6:30pm.

14. Description of plan for handling refuse collection and after-event clean-up:  
The event will not produce excess garbage.

15. Description of plan for providing event security (if applicable):

16. Will there be fireworks or pyrotechnics at your event?  Yes  No

*If yes, please attach a fireworks display permit or application.*

17. Will your event include the sale of beer and/or wine?  Yes  No

*If yes, please attach a completed Temporary Alcohol License & Temporary Operator License Application.*

18. Will you or any other vendors be selling food or merchandise?  Yes  No

*If yes, please attach list of proposed vendors, including business name and type of food/merchandise sold.*

**Section IV - Street Use**

Check if this section does not apply.

1. Description of the portion(s) of road(s) to be used:  
*Road closures must include rental of barricades.*

2. Will any parking stalls be used or blocked during the event?     Yes     No

Date(s) of use: \_\_\_\_\_

Total Number of Stalls Request: \_\_\_\_\_

Stall Number(s) and Location: \_\_\_\_\_

\_\_\_\_\_

Additional Information:

3. Description of signage to be used during event:  
*If requesting City banner poles, please include a Street Banner Display Application.*  
Downtown street banners

**Anticipated Services**

*Please indicate below any additional services you are requesting for your event. Estimated Fees or Deposits for these services may be required prior to issuance of permit(s).*

- Electricity            Explain: \_\_\_\_\_
- Water                    Explain: \_\_\_\_\_
- Traffic Control        Explain: \_\_\_\_\_
- Police Services        Explain: \_\_\_\_\_
- Fire/EMS Services    Explain: \_\_\_\_\_
- Other                    Explain: \_\_\_\_\_

**Section V- Fees**

Application and Permit Fees		Unit Fee			Applicable Fee
<b>Parade Permit</b>					
Application Fee		\$25.00			_____
<b>Street Use Permit</b>					
Application Fee		\$25.00			_____
Permit Fee - Events lasting 2 days or less		\$40.00			_____
Permit Fee - Events lasting more than 2 days		\$100.00			_____
<b>Parking Stall Bag Request</b>					
Administrative Fee		\$10.00			_____
Parking Stall Usage/Blockage Fee - Per Stall, Per Day			# of Stalls	# of Days	
March 1 - November 14	\$20.00	x	_____	x _____ =	_____
November 15 - February 29	\$10.00	x	_____	x _____ =	_____
<b>Park Reservation Permit</b>					
Application Fee		\$25.00			_____
<b>Security Deposit</b>					
<b>Non-Profit or Resident</b>					
49 Attendees or Less		\$50.00			_____
50-149 Attendees		\$100.00			_____
150 or more Attendees		<i>Determined by Park Board</i>			_____
<b>Non-Resident</b>					
49 Attendees or Less		\$100.00			_____
50-149 Attendees		\$150.00			_____
150 or more Attendees		<i>Determined by Park Board</i>			_____
<b>Park Reservation Fees - Per Location, Per Day</b>					
<b>Non-Profit or Resident</b>					
49 Attendees or Less	\$30.00	x	_____	x _____ =	_____
50-149 Attendees	\$55.00	x	_____	x _____ =	_____
150 or more Attendees	\$105.00	x	_____	x _____ =	_____
<b>Non-Resident</b>					
49 Attendees or Less	\$75.00	x	_____	x _____ =	_____
50-149 Attendees	\$125.00	x	_____	x _____ =	_____
150 or more Attendees	\$225.00	x	_____	x _____ =	_____
<b>Brunk Pavilion Rental Permit</b>					
<i>Must also include rental of Flat Iron Park to rent Pavilion</i>					
Non-Profit or Resident	\$250.00			# of Days	x _____ = _____
Non-Resident	\$500.00			# of Days	x _____ = _____
<b>Additional Park Amenities</b>					
Equipment (with delivery)	Rental Fee		# Requested	Sec. Dep.	Applicable Fee
Benches	\$5.00 each		x _____ +	\$50.00 =	_____
Picnic Tables	\$15.00 each		x _____ +	\$50.00 =	_____
Barricades	\$5.00 each		x _____ +	\$50.00 =	_____
Trash Receptacles	\$8.00 each		x _____ +	\$50.00 =	_____
Dumpster Delivery	\$50.00 each		x _____ +	\$0 =	_____
Dumpster Pick-up	\$50.00 plus additional landfill		_____		_____
Fencing - Snow	\$30.00 per 50 feet		_____		_____
<i>Requests for equipment are subject to availability.</i>					<b>Subtotal: \$</b> _____

Application and Permit Fees	Unit Fee			Applicable Fee
<b>Beach Reservation Permit</b>				
<i>Excludes Normal Beach Hours Memorial Day through Labor Day 9am-5pm</i>				
<i>Opening/Cleaning of Beach Bathrooms will be invoiced at an Hourly Rate</i>				
Application Fee	\$25.00			_____
Security Deposit				_____
Non-Profit or Resident				
49 Attendees or Less	\$50.00			_____
50-149 Attendees	\$100.00			_____
150 or more Attendees	<i>Determined by Piers, Harbors &amp; Lakefront</i>			_____
Non-Resident				
49 Attendees or Less	\$100.00			_____
50-149 Attendees	\$150.00			_____
150 or more Attendees	<i>Determined by Piers, Harbors &amp; Lakefront</i>			_____
Beach Reservation Fees - Per Day				
Non-Profit or Resident		# of Days		
49 Attendees or Less	\$30.00	x	_____ =	_____
50-149 Attendees	\$55.00	x	_____ =	_____
150 or more Attendees	\$105.00	x	_____ =	_____
Non-Resident				
49 Attendees or Less	\$75.00	x	_____ =	_____
50-149 Attendees	\$125.00	x	_____ =	_____
150 or more Attendees	\$225.00	x	_____ =	_____
<b>Subtotal: \$</b>				_____
<b>+ Subtotal from Page 4: \$</b>				_____

**Total PAID with Application: \$** \_\_\_\_\_

*Accepted by cash, credit card or checks (payable to the City of Lake Geneva)*

**Section VI - Signature of Applicant**

"The information provided in this application is true and correct to the best of my knowledge and belief. I understand that cancellation of any event, for any reason, shall result in the forfeiture of permit fees. I understand that application fees are not refunded in the event the application is not approved. I understand that in addition to the schedule of fees, if any additional City services are requested or determined to be impacted, an additional fee will be charged for those services. I agree to comply with all applicable state, federal and municipal regulations and ordinances."

**APPLICANT SIGNATURE:**

*Kevin Perry*

DATE: 2/22/17

For Office Use Only

Date Filed with Clerk: 2/22/17 Payment with Application: \$ 0 Receipt: \_\_\_\_\_

Additional Fees Collected: \$ \_\_\_\_\_ Receipt # \_\_\_\_\_

Departmental review (all that apply):

Police Chief:  Approved  Denied Signed: [Signature]

Additional services needed: \_\_\_\_\_

Additional fees or deposit: \_\_\_\_\_

Fire Chief:  Approved  Denied Signed: [Signature]

Additional services needed: \_\_\_\_\_

Additional fees or deposit: \_\_\_\_\_

Street Dept.:  Approved  Denied Signed: [Signature]

Additional services needed: \_\_\_\_\_

Additional fees or deposit: \_\_\_\_\_

Parking Dept.:  Approved  Denied Signed: [Signature]

Additional services needed: NO STALL requested

Additional fees or deposit: \_\_\_\_\_

Piers, Harbors & Lakefront:  Approved  Denied Signed: [Signature]

Additional services needed: \_\_\_\_\_

Additional fees or deposit: \_\_\_\_\_

Committee/Council review (all that apply):

Park Board: Meeting Date(s): \_\_\_\_\_  Approved  Denied

Reasons/Conditions: \_\_\_\_\_

Finance, License & Regulation: Meeting Date(s): \_\_\_\_\_  Approved  Denied

Reasons/Conditions: \_\_\_\_\_

Council: Meeting Date(s): \_\_\_\_\_  Approved  Denied

Reasons/Conditions: \_\_\_\_\_

Clerk's Office Completion:

Total Add'l fee/deposit to be collected: \$ \_\_\_\_\_ Receipt # \_\_\_\_\_

Permit(s) issued:  Parade/PA  Street Use  Park Permit

Date of issue: \_\_\_\_\_ Deposit Returned: \$ \_\_\_\_\_ Deposit withheld: \$ \_\_\_\_\_

Reason withheld: \_\_\_\_\_

# CITY OF LAKE GENEVA EVENT PERMIT APPLICATION



Please fill in all blanks completely, as incomplete applications will be rejected.  
Applications must be submitted **AT LEAST 10 WEEKS** prior to the proposed event date(s).

## Section I - What type of Permit(s) will your event require?

- Parade Permit.** Required for any parade on public property.
  - Map or description of the requested route to be traveled.
- Public Assembly Permit.** Required for any public gathering on public property. No fee required.
- Street Use Permit.** Required for any event using a public street. Per Sec. 62-243 of the municipal code, this application must include the following attachments:
  - Certificate of Comprehensive General Liability Insurance with the City, its employees and agents as additional insured with coverage for contractual liability with minimum limits of \$500,000 per occurrence for bodily injury and property damage limits of \$250,000 per occurrence.
  - Petition signed by more than half of the residential dwelling units and/or commercial units residing along that portion of the street designated for the proposed use or whose property is denied access by virtue of the granting of the permit.
- Parking Stall Bag Request.** Required for reserving the use of any City parking stall in conjunction of with an event.
- Park Reservation Permit.** Required for reserving the use of a park facility or shelter.
  - Brunk Pavilion.** Requires rental of Flat Iron Park. Additional rental fees apply.
- Beach Reservation Permit.** Required for reserving the use of the beach.

## Section II - Applicant Information

1. Applicant Name: Kevin Fleming Date of Application: 2/22/17
2. Organization Name: Lake Geneva Business Improvement District
3. Organization Type:  For Profit  Non-Profit (501(c)\_\_\_\_) Tax ID: \_\_\_\_\_
4. Mailing Address: PO BOX 863
5. City, State, Zip: Lake Geneva, WI 53147
6. Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_
7. Applicant's Drivers License #: \_\_\_\_\_ State license issued: \_\_\_\_\_
8. Are you applying as a resident of the City of Lake Geneva?  Yes  No  
*If yes, proof of residency must be attached.*

## Section III - Event Information

1. Title of Event: Lake Geneva Maxwell Street Days
2. Date(s) of Event: Friday-Sunday: Aug. 25-27, 2017
3. Location(s) of Event: Downtown Lake Geneva
4. Hours: 8:00am-7:00pm

5. Event Chair/Contact Person: Kevin Fleming Phone: \_\_\_\_\_

6. Day of Event Contact Name: Kevin Fleming Phone: \_\_\_\_\_

7. Is the event open to the public?  Yes  No

8. Will you charge an admission fee?  Yes  No

9. Estimated Attendance Number: unknown

10. Basis for Estimate: weather dependent

11. Will you be setting up a tent?  Yes  No

*If yes, list the location, size, Rental Company, and proof of completion of locates.*

\_\_\_\_\_

12. Will there be any animals?  Yes  No

*If yes, what type and how many:* \_\_\_\_\_

13. Detailed description of proposed event with map of exact location of the event and/or route. Lake Geneva Maxwell Street Days utilizes the sidewalks Downtown Lake Geneva for downtown businesses to set up adjacent to their business. Merchants are responsible for setting up and cleaning up their own space.

14. Description of plan for handling refuse collection and after-event clean-up:

The event will not produce excess garbage.

15. Description of plan for providing event security (if applicable):

16. Will there be fireworks or pyrotechnics at your event?  Yes  No

*If yes, please attach a fireworks display permit or application.*

17. Will your event include the sale of beer and/or wine?  Yes  No

*If yes, please attach a completed Temporary Alcohol License & Temporary Operator License Application.*

18. Will you or any other vendors be selling food or merchandise?  Yes  No

*If yes, please attach list of proposed vendors, including business name and type of food/merchandise sold.*

**Section IV - Street Use**

Check if this section does not apply.

1. Description of the portion(s) of road(s) to be used:  
*Road closures must include rental of barricades.*

2. Will any parking stalls be used or blocked during the event?     Yes     No

Date(s) of use: \_\_\_\_\_

Total Number of Stalls Request: \_\_\_\_\_

Stall Number(s) and Location: \_\_\_\_\_

\_\_\_\_\_

Additional Information:

3. Description of signage to be used during event:  
*If requesting City banner poles, please include a Street Banner Display Application.*

**Anticipated Services**

*Please indicate below any additional services you are requesting for your event. Estimated Fees or Deposits for these services may be required prior to issuance of permit(s).*

- Electricity            Explain: \_\_\_\_\_
- Water                    Explain: \_\_\_\_\_
- Traffic Control        Explain: \_\_\_\_\_
- Police Services        Explain: \_\_\_\_\_
- Fire/EMS Services    Explain: \_\_\_\_\_
- Other                    Explain: \_\_\_\_\_

**Section V- Fees**

Application and Permit Fees		Unit Fee			Applicable Fee
<b>Parade Permit</b>					
Application Fee		\$25.00			_____
<b>Street Use Permit</b>					
Application Fee		\$25.00			_____
Permit Fee - Events lasting 2 days or less		\$40.00			_____
Permit Fee - Events lasting more than 2 days		\$100.00			_____
<b>Parking Stall Bag Request</b>					
Administrative Fee		\$10.00			_____
Parking Stall Usage/Blockage Fee - Per Stall, Per Day			# of Stalls	# of Days	
March 1 - November 14	\$20.00	x	_____	x _____	= _____
November 15 - February 29	\$10.00	x	_____	x _____	= _____
<b>Park Reservation Permit</b>					
Application Fee		\$25.00			_____
<b>Security Deposit</b>					
<b>Non-Profit or Resident</b>					
49 Attendees or Less		\$50.00			_____
50-149 Attendees		\$100.00			_____
150 or more Attendees		<i>Determined by Park Board</i>			_____
<b>Non-Resident</b>					
49 Attendees or Less		\$100.00			_____
50-149 Attendees		\$150.00			_____
150 or more Attendees		<i>Determined by Park Board</i>			_____
<b>Park Reservation Fees - Per Location, Per Day</b>					
<b>Non-Profit or Resident</b>					
49 Attendees or Less	\$30.00	x	_____	x _____	= _____
50-149 Attendees	\$55.00	x	_____	x _____	= _____
150 or more Attendees	\$105.00	x	_____	x _____	= _____
<b>Non-Resident</b>					
49 Attendees or Less	\$75.00	x	_____	x _____	= _____
50-149 Attendees	\$125.00	x	_____	x _____	= _____
150 or more Attendees	\$225.00	x	_____	x _____	= _____
<b>Brunk Pavilion Rental Permit</b>					
<i>Must also include rental of Flat Iron Park to rent Pavilion</i>				# of Days	
Non-Profit or Resident	\$250.00	x	_____	x _____	= _____
Non-Resident	\$500.00	x	_____	x _____	= _____
<b>Additional Park Amenities</b>					
Equipment (with delivery)	Rental Fee		# Requested	Sec. Dep.	Applicable Fee
Benches	\$5.00 each		x _____ +	\$50.00 =	_____
Picnic Tables	\$15.00 each		x _____ +	\$50.00 =	_____
Barricades	\$5.00 each		x _____ +	\$50.00 =	_____
Trash Receptacles	\$8.00 each		x _____ +	\$50.00 =	_____
Dumpster Delivery	\$50.00 each		x _____ +	\$0 =	_____
Dumpster Pick-up	\$50.00 plus additional landfill		_____		_____
Fencing - Snow	\$30.00 per 50 feet		_____		_____
<i>Requests for equipment are subject to availability.</i>					<b>Subtotal: \$</b> _____

Application and Permit Fees	Unit Fee			Applicable Fee
<b>Beach Reservation Permit</b>				
<i>Excludes Normal Beach Hours Memorial Day through Labor Day 9am-5pm</i>				
<i>Opening/Cleaning of Beach Bathrooms will be invoiced at an Hourly Rate</i>				
Application Fee	\$25.00			_____
Security Deposit				_____
Non-Profit or Resident				
49 Attendees or Less	\$50.00			_____
50-149 Attendees	\$100.00			_____
150 or more Attendees	<i>Determined by Piers, Harbors &amp; Lakefront</i>			_____
Non-Resident				
49 Attendees or Less	\$100.00			_____
50-149 Attendees	\$150.00			_____
150 or more Attendees	<i>Determined by Piers, Harbors &amp; Lakefront</i>			_____
Beach Reservation Fees - Per Day				
Non-Profit or Resident				
49 Attendees or Less	\$30.00	x	_____ =	_____
50-149 Attendees	\$55.00	x	_____ =	_____
150 or more Attendees	\$105.00	x	_____ =	_____
Non-Resident				
49 Attendees or Less	\$75.00	x	_____ =	_____
50-149 Attendees	\$125.00	x	_____ =	_____
150 or more Attendees	\$225.00	x	_____ =	_____
<b>Subtotal: \$</b>				_____
<b>+ Subtotal from Page 4: \$</b>				_____

**Total PAID with Application: \$** \_\_\_\_\_

*Accepted by cash, credit card or checks (payable to the City of Lake Geneva)*

**Section VI - Signature of Applicant**

"The information provided in this application is true and correct to the best of my knowledge and belief. I understand that cancellation of any event, for any reason, shall result in the forfeiture of permit fees. I understand that application fees are not refunded in the event the application is not approved. I understand that in addition to the schedule of fees, if any additional City services are requested or determined to be impacted, an additional fee will be charged for those services. I agree to comply with all applicable state, federal and municipal regulations and ordinances."

**APPLICANT SIGNATURE:**

*Kevin Denny*

DATE: 2/22/2017

For Office Use Only

Date Filed with Clerk: 2/22/17 Payment with Application: \$ 0 Receipt: \_\_\_\_\_

Additional Fees Collected: \$ \_\_\_\_\_ Receipt # \_\_\_\_\_

Departmental review (all that apply):

Police Chief:  Approved  Denied Signed: [Signature]

Additional services needed: \_\_\_\_\_

Additional fees or deposit: \_\_\_\_\_

Fire Chief:  Approved  Denied Signed: [Signature]

Additional services needed: \_\_\_\_\_

Additional fees or deposit: \_\_\_\_\_

Street Dept.:  Approved  Denied Signed: [Signature]

Additional services needed: \_\_\_\_\_

Additional fees or deposit: \_\_\_\_\_

Parking Dept.:  Approved  Denied Signed: [Signature]

Additional services needed: No stalls requested

Additional fees or deposit: \_\_\_\_\_

Piers, Harbors & Lakefront:  Approved  Denied Signed: [Signature]

Additional services needed: \_\_\_\_\_

Additional fees or deposit: \_\_\_\_\_

Committee/Council review (all that apply):

Park Board: Meeting Date(s): \_\_\_\_\_  Approved  Denied

Reasons/Conditions: \_\_\_\_\_

Finance, License & Regulation: Meeting Date(s): \_\_\_\_\_  Approved  Denied

Reasons/Conditions: \_\_\_\_\_

Council: Meeting Date(s): \_\_\_\_\_  Approved  Denied

Reasons/Conditions: \_\_\_\_\_

Clerk's Office Completion:

Total Add'l fee/deposit to be collected: \$ \_\_\_\_\_ Receipt # \_\_\_\_\_

Permit(s) issued:  Parade/PA  Street Use  Park Permit

Date of issue: \_\_\_\_\_ Deposit Returned: \$ \_\_\_\_\_ Deposit withheld: \$ \_\_\_\_\_

Reason withheld: \_\_\_\_\_

# CITY OF LAKE GENEVA

## STREET BANNER DISPLAY APPLICATION

PLEASE FILL IN ALL BLANKS COMPLETELY.  
A FEE OF \$20.00 PER BANNER SHALL BE PAID, IN ADVANCE, FOR THE  
HANGING AND REMOVAL OF BANNERS BY CITY PERSONNEL.

### BANNER INFORMATION

Contact Name: Kevin Fleming

Contact Phone: \_\_\_\_\_

Organization Name: Lake Geneva Business Improvement District

Mailing Address: PO Box 863

City, State, Zip: Lake Geneva, WI 53147

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Number of Banners to be displayed: 11

Dates for Banners to be displayed: 8/28/17 to 9/11/17

Preferred Location (if available): 1 banner at each set of banner poles

Special Notes or Requests: Taste of Lake Geneva  
request waiver of fees.

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

NEW  PREVIOUSLY DISPLAYED

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

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

  
SIGNATURE OF APPLICANT

DATE: 03/15/17

**FINANCE, LICENSE & REGULATION COMMITTEE  
TUESDAY, MARCH 21, 2017 – 6:00 PM  
MEETING ROOM 2A, CITY HALL**

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

Gelting/Chappell motion to elect Ken Howell as the temporary chairperson. Motion carried 3 to 0.

**Roll Call.** Present: Aldermen Gelting, Howell, and Chappell. Absent: Ald. Kordus and Horne. Also Present: Mayor Kupsik, City Administrator Oborn, Comptroller Slater, Parking Manager Mullally 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.**

Kevin Fleming, 1032 Wisconsin Street spoke on behalf of the Lake Geneva Business Improvement District for permit applications on the agenda. He requested waiver of the banner permit fees for Taste of Lake Geneva and Oktoberfest.

**Approval of Minutes.** Gelting/Chappell motion to approve the Regular Finance, License and Regulation Committee Meeting minutes of March 7, 2017, as prepared and distributed. Motion carried 3 to 0.

**LICENSES & PERMITS**

**Gelting/Chappell motion to approve the Street Use Permit application filed by Lake Geneva Farmers Market using the alley to the south of Horticultural Hall (330 Broad St.) on Thursdays from May 4<sup>th</sup> to October 26<sup>th</sup>, 2017 from 8:00am to 1:00pm.** Motion carried 3 to 0.

**Gelting/Chappell motion to approve the Parking Stall Bag request filed by Lake Geneva Farmers Market to use 13 stalls on the west side of Broad Street on Thursdays from May 4<sup>th</sup> to October 26<sup>th</sup>, 2017 (26 days) from 7:00am to 2:00pm with waiver of all parking stall bag fees.** Motion carried 3 to 0.

**Parade permit application filed by Len Jegerski on behalf of the American Legion Post for the annual Memorial Day Parade on May 29, 2017 from 10:00am to 11:30am with request for waiver of all fees.**

City Clerk Waswo noted they are requesting waiver of the application fee as well.

Gelting/Chappell motion to approve and amend to include the \$25.00 application fee only. Motion carried 3 to 0.

**Chappell/Gelting motion to approve the Street Use Permit application filed by Len Jegerski on behalf of the American Legion Post 24 for the Annual Memorial Day Parade on May 29, 2017 using Wisconsin and Broad Street to the Riviera with staging at 10:00 am and parade from 11:00 am to 11:30 am with request for waiver of all fees.** There was discussion on including the application fee of \$25.00. In the past they have not paid anything for this permit. Ald. Chappell felt by charging the application fee it would be dinging them twice as there is no more additional work since the paperwork is combined into one packet. Mayor Kupsik noted we are trying to get away from waiving the application fee. Motion carried 3 to 0.

**Gelting/Chappell motion to approve the Public Assembly Permit application filed by Lake Geneva Business Improvement District for the Lake Geneva Paint-In June 10 – June 11, 2017, 10:00am to 5:00pm requesting use of downtown sidewalks to place tables, chairs and umbrellas for display and sale of artists' drawings and paintings.** Motion carried 3 to 0.

**Gelting/Chappell motion to approve the Public Assembly Permit application filed by Lake Geneva Business Improvement District for Lake Geneva Maxwell Street Days August 25 – August 27, 2017, 8:00am to 7:00pm requesting use of downtown sidewalks for business sales.** Motion carried 3 to 0.

**Gelting/Howell motion to approve the Street Banner Display application filed by Kevin Fleming on behalf of the Lake Geneva Business Improvement District to use 11 banner poles for Taste of Lake Geneva starting August 28, 2017 through September 11, 2017 with request for waiver of fees.** City Admin. Oborn said the BID events are a big draw to the downtown. Ald. Gelting looks at the BID as the default for the banner poles. Ald. Chappell wants the BID to pay the fees as the Street Department still has to put them up. Motion carried 2 to 1 with Chappell voting “no.”

# CITY OF LAKE GENEVA STREET BANNER DISPLAY APPLICATION



PLEASE FILL IN ALL BLANKS COMPLETELY.  
A FEE OF \$20.00 PER BANNER SHALL BE PAID, IN ADVANCE, FOR THE  
HANGING AND REMOVAL OF BANNERS BY CITY PERSONNEL.

## BANNER INFORMATION

Contact Name: Kevin Fleming

Contact Phone: \_\_\_\_\_

Organization Name: Lake Geneva Business Improvement District

Mailing Address: PO BOX 863

City, State, Zip: Lake Geneva, WI 53147

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Number of Banners to be displayed: 11

Dates for Banners to be displayed: 9/25/17 to 10/09/17

Preferred Location (if available): 1 at each set of poles

Special Notes or Requests: Oktoberfest

request wavier of fees (if prior two period is available, would apply for

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

NEW  PREVIOUSLY DISPLAYED

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

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

Kevin Fleming  
SIGNATURE OF APPLICANT

DATE: 03/15/17

**Gelting/Howell motion to approve the Street Banner Display application filed by Kevin Fleming on behalf of the Lake Geneva Business Improvement District to use 11 banner poles for Oktoberfest starting September 25, 2017 through October 9, 2017 with request for waiver of fees. Motion carried 2 to 1 with Chappell voting “no.”**

**Gelting/Chappell motion to approve the Original 2016-2017 Operator’s (Bartender) License application filed by Emily Wise. Motion carried 3 to 0.**

**Gelting/Chappell motion to approve Resolution 17-R08, authorizing the transfer of \$419,304.34 from the Lakefront Special Revenue Fund and an amount of \$637,485.29 from the Parking Special Revenue Fund to the General Fund at year end 2016 which will leave a \$75,000 addition to the fund balance in each of these funds.** A resolution was passed some years ago stating every year \$75,000 is added to these funds. The parking fund did well; although the lakefront fund was less than they budgeted. Mr. Oborn would like to do further analysis on the Lakefront fund balance. Motion carried 3 to 0.

**Gelting/Howell motion to approve the Main Street Widening Project change order #1 in the amount of \$5,129.84 for Kapur and Associates.** This was approved by the Public Works Committee. By extending the date due to AT&T not completing their portion in time, the city had extra expense. They anticipate starting the first week in April. Motion carried 3 to 0.

**Discussion/Recommendation on Kapur Task Order #10 for \$12,765, revised from (3) bridges to (1) bridge in the White River Disc Golf Course.** Mr. Oborn explained this would come out of the 2017 borrowing. There was some sticker shock with engineering all 3 bridges. Public Works Committee recommended obtaining 2 additional bids.

Gelting/Chappell motion to table. Motion carried 3 to 0.

**Discussion/Update on Competitive General Obligation Promissory Note Proposal**

Mr. Oborn gave an update on the borrowing. He solicited 11 banks and 4 have shown an interest. Proposals are due March 31, 2017. Staff will have a recommendation with the proposals at the next meeting.

**Gelting/Chappell motion to approve the Shad Branen - WIN Properties, LLC Escrow Draw Request No 5 for final payment of \$40,000.00 contingent upon Final Occupancy and required lien waivers.** Mr. Oborn explained they have 3 components left. They have already submitted the construction amount but are pending the final occupancy and lien waivers. He anticipates receiving them before the upcoming council meeting. They currently have temporary occupancy. He recommended no deduction as they were showing movies on March 2. Motion carried 3 to 0.

**Chappell/Gelting motion to approve the Dan Larsen Landscaping Draw Request No 5 for \$2,230.00 with excess of \$2,230.00 from General Fund Tree Planting Account.** Mr. Oborn explained there was an error in the calculation by previous staff. We reserved \$106,635 and it should have been \$119,080, leaving an additional \$12,445 that we could potentially be liable for. If we do not receive all the trees forecasted, it could be less. Upon research, staff has concluded that the \$2,230 being requested is valid and due to the contractor. Motion carried 3 to 0.

**Presentation of Accounts – Alderman Kordus**

**Purchase Orders (none)**

**Gelting/Chappell motion to approve the Prepaid bills in the amount of \$35,575.01.** Motion carried 3 to 0.

**Gelting/Chappell motion to approve the Regular bills in the amount of \$257,633.82.** Motion carried 3 to 0.

**Gelting/Chappell motion to approve the Treasurer’s reports from June through December 2016.** Ald. Gelting would like a Treasurer’s report on the 2<sup>nd</sup> FLR agenda of each month. Motion carried 3 to 0.

**Gelting/Chappell motion to approve the Treasurer’s report for January 2017.** Motion carried 3 to 0.

**Adjournment** – Chappell/Gelting motion to adjourn at 6:44pm. Unanimously carried.

/s/ Sabrina Waswo, City Clerk

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

# City of Lake Geneva

Licenses Issued Between: 3/27/2017 and 3/27/2017

Date: 3/15/2017  
Time: 4:42 PM  
Page: 1

## Operator's Regular

<u>Issued</u>	<u>License No</u>	<u>Customer</u>	<u>Address</u>	<u>Total</u>
3/27/2017	2016 -325	Emily Wise	1050 Cumberland Trail 804 Main St	50.00
		Employer: Lake Aire LLC DBA Lake Aire Re	Lake Geneva, WI 53147	

**Operator's Regular**

**Count: 1**

**Totals for this Type:**

**50.00**

City of Lake Geneva  
Proposed Tourism Commission Ordinance

<u>Commission Members</u>	<u>Proposals</u>				<u>Final</u>
	<u>First</u>	<u>Second</u>	<u>Third</u>	<u>Fourth</u>	
Aldermen	2	1	2	2	
Mayor	1	2			
Wisconsin Hotel & Motel Industry Representative	1		1	1	
Wisconsin Hotel & Motel Industry Representative (BID)			1	1	
Lake Geneva Hotel & Motel Industry Representative					
Business Improvement District (BID) Member	1				
City Business Owner		2	1	1	
City Business Owner (Preferably BID Member)			1	1	
Citizen of City at-large			1		
<b>Total Tourism Commission Member</b>	<b>5</b>	<b>5</b>	<b>7</b>	<b>6</b>	

Commission Must be 4 to 6 members

## ORDINANCE NO. 17-03

### AN ORDINANCE AMENDING CHAPTER 70, TAXATION OF THE MUNICIPAL CODE OF THE CITY OF LAKE GENEVA ADDING SECTION 70-55 TO ARTICLE III, ROOM TAX WHICH SERVES TO ESTABLISH A TOURISM COMMISSION

1. Chapter 70, Taxation, ARTICLE III, Room Tax, of the Municipal Code of the City of Lake Geneva, Wisconsin, is hereby amended by adding a section numbered 70-55 which section reads as follows:

#### **SEC. 70-55 TOURISM COMMISSION**

- (a) Members.** The Tourism Commission shall consist of Seven (7) members: two (2) of the members shall represent the Wisconsin hotel and motel industry with one preferable a member of the Lake Geneva Downtown Business Improvement District (BID); two (2) of the members shall be business owners within the City of Lake Geneva with one preferable a member of the Lake Geneva Downtown Business Improvement District (BID); two (2) of the members shall be aldermen of the City of Lake Geneva; and one (1) member shall be a citizen of the City of Lake Geneva at-large. Members of the Commission shall be appointed by the Mayor and shall be confirmed by the City Council. Commissioners shall serve for a one-year term, at the pleasure of the appointing official, and may be reappointed.
- (b) Ex-Officio Members.** The Mayor, the City Comptroller, and the Executive Director of the organization with whom the Tourism Commission contracts with to perform tourism promotion functions shall be ex-officio, non-voting members of the Commission. The Lake Geneva City Administrator or her/his designee shall serve as the staff liaison to the Commission.
- (c) Officers.** The Commission shall elect, from among its Members a chairperson, a vice chairperson and a secretary.
- (d) Meetings.** The Commission shall hold meetings not less than quarterly.
- (e) Procedure.** Four (4) members shall constitute a quorum. Action shall be by majority of those present and voting. The Commission shall adopt rules of procedure for governing the conduct of its meetings.
- (f) Powers and Duties.** The Commission shall be responsible for the coordination of tourism promotion and tourism development within the City and for ensuring that all room tax dollars it receives from the City, per State Statutes, is spent on tourism promotion and development. The Commission shall contract with tourism entities as defined in 66.0615 of the Wisconsin State Statutes for tourism promotion services. "Tourism promotion and tourism development" means any of the following that are significantly used by transient tourists and reasonably likely to generate paid overnight stays at more than one establishment on which a room tax may be imposed, that are owned by different persons and located within the City of Lake Geneva in which a tax under this section is in effect; or, if at any time the City of Lake Geneva has only one such establishment, reasonably likely to generate paid overnight stays in that establishment:
  1. Marketing projects, including advertising media buys, creation and distribution of printed or electronic promotional tourist materials, or efforts to recruit conventions, sporting events, or motorcoach groups.
  2. Transient tourist informational services.

3. Tangible municipal development, including a convention center.

**(g) Record.** The Commission shall keep a written record of its proceedings to include all actions taken, a copy of which shall be filed with the City Clerk.

**(h) Reports.** The Commission shall prepare and timely file all reports as required under the statute and/or by the City.

**(i) Compensation.** The Commission members shall serve without compensation.

**(j) Confidentiality of Information Provided by Lodging Facilities.** Pursuant to Wis. Stat. Sec. 66.0615(3), any information provided by City of Lake Geneva regarding room tax payment shall be confidential except for persons using the information in the discharge of their duties imposed by law or of the duties of their office or by order of a court.

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

Adopted, passed, and approved by the Common Council of the City of Lake Geneva, Walworth County, Wisconsin, this \_\_\_\_th day of \_\_\_\_\_, 20\_\_.

---

ALAN KUPSIK, Mayor

Attest:

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SABRINA WASWO, City Clerk

First Reading: 2/27/2017  
Second Reading: 3/13/2017  
Adopted: \_\_\_\_\_  
Published: \_\_\_\_\_

- g. Park Reservation Permit Application filed by Catherine Cichon to use Seminary Park for a family reunion on August 12, 2017 from 10:00am to 5:00pm *(recommended by the Finance, License and Regulation Committee on March 7, 2017)*
- h. Temporary Class “B”/Class “B” Retailer’s License Application filed by the Geneva Lakes Arts Foundation for the sale of fermented malt beverages at 223 Broad Street, Lake Geneva, for the Spring Open House Reception on March 17, 2017 from 6:00pm to 8:00pm and on March 18, 2017 from 10:00am to 5:00pm *(recommended by the Finance, License and Regulation Committee on March 7, 2017)*
- i. Temporary Operator License Application filed by Sarah McConnell on behalf of the Geneva Lake Arts Foundation for the Spring Open House Reception on March 17 and 18, 2017 *(recommended by the Finance, License and Regulation Committee on March 7, 2017)*
- j. Original 2016-2017 Operator’s (Bartender) License application filed by Carly Sertzel and Balvinder Singh *(recommended by the Finance, License and Regulation Committee on March 7, 2017)*

Gelting/Horne motion to approve. Motion carried 6 to 0.

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

**Discussion/Action on second reading of Ordinance 17-03 creating a City Tourism Commission**

Kordus pointed out by state statute we are limited to 6 people on the commission.

Kordus/Hedlund motion to approve Ordinance 17-03 creating a City Tourism Commission with an amendment to change and remove the citizen at large to make a 6 person commission to comply with the statute.

Ald. Gelting doesn’t think removing the citizen at large is the right decision. Ald. Howell stated a 6 member commission will possibly have ties when voting. Mr. Kordus thinks there is nothing wrong with a 6 person commission, if there is a tie, it basically fails and the group can come back and do it again. He doesn’t think there should be less business people. Mr. Horne is not comfortable removing an alderman or the citizen at large. Mr. Oborn suggested keeping the hoteliers. Ald. Howell asked if the configuration should be reconsidered. Mr. Horne wants to continue so there are more alderpersons present.

Horne/Howell motion to continue Ordinance 17-03 to the next council meeting. Motion carried 6 to 0.

**Discussion/Action on second reading of Ordinance 17-04 amending Chapter 78 Utilities**

Gelting/Hedlund motion to approve including an amendment to change the effective date of the finance portion to January 1, 2018 and to allow the City Administrator to replace one of the citizen board members upon expiration of their term or resignation of the one of the citizen board members.

City Administrator Oborn stated they tried to change all the titles of Director of Public Works and Utilities to Director of Utilities. He also noted there is a change in the board, the way the finances are done, and places a cap on Public Works items.

City Attorney Draper said we are changing the financing as far as how money is collected and turned over to the Treasurer. Mr. Oborn’s intention would be that the treasury functions come over on January 1 with the calendar year. City Attorney Draper stated the provision should be changed to make that effective 1/1/2018.

Mr. Oborn pointed out the commission members will go from 4 to 3. Mr. Draper suggests making a provision that the City Administrator become a member as soon as one of the citizen members expire or resign.

Roll Call: Skates, Kordus, Gelting, Horne, Hedlund, Howell voting “yes.” Motion carried 6 to 0.

**Resolution 17-R08**

WHEREAS, the Common Council approved the 2016 Operating Budget for the General Fund which includes revenue from transfers from the Lakefront Fund of \$449,275 and the Parking Fund of \$531,210, and

WHEREAS, it was previously approved that all but \$75,000 of revenues over expenditures from each of these Special Revenue Funds be transferred to the General Fund, and

WHEREAS, it is still desirable to have a fund balance remaining in each of these Special Revenue Funds and the level that would be most appropriate is \$717,976 for the Lakefront Fund and \$900,000 for the Parking Fund and that the excess could be transferred to the General Fund by the year end 2016,

BE IT THEREFORE RESOLVED, that the Common Council adopts a resolution to transfer to the General Fund, at year end 2016, an amount of \$419,304.34 from the Lakefront Special Revenue Fund and an amount of \$637,485.29 from the Parking Special Revenue Fund which will leave a \$75,000 addition to the fund balance in each of these funds.

Adopted this 27<sup>th</sup> day of March, 2017.

APPROVED:

\_\_\_\_\_  
Alan Kupsik, Mayor

ATTEST:

\_\_\_\_\_  
Sabrina Waswo, City Clerk

**Gelting/Howell motion to approve the Street Banner Display application filed by Kevin Fleming on behalf of the Lake Geneva Business Improvement District to use 11 banner poles for Oktoberfest starting September 25, 2017 through October 9, 2017 with request for waiver of fees.** Motion carried 2 to 1 with Chappell voting “no.”

**Gelting/Chappell motion to approve the Original 2016-2017 Operator’s (Bartender) License application filed by Emily Wise.** Motion carried 3 to 0.

**Gelting/Chappell motion to approve Resolution 17-R08, authorizing the transfer of \$419,304.34 from the Lakefront Special Revenue Fund and an amount of \$637,485.29 from the Parking Special Revenue Fund to the General Fund at year end 2016 which will leave a \$75,000 addition to the fund balance in each of these funds.** A resolution was passed some years ago stating every year \$75,000 is added to these funds. The parking fund did well; although the lakefront fund was less than they budgeted. Mr. Oborn would like to do further analysis on the Lakefront fund balance. Motion carried 3 to 0.

**Gelting/Howell motion to approve the Main Street Widening Project change order #1 in the amount of \$5,129.84 for Kapur and Associates.** This was approved by the Public Works Committee. By extending the date due to AT&T not completing their portion in time, the city had extra expense. They anticipate starting the first week in April. Motion carried 3 to 0.

**Discussion/Recommendation on Kapur Task Order #10 for \$12,765, revised from (3) bridges to (1) bridge in the White River Disc Golf Course.** Mr. Oborn explained this would come out of the 2017 borrowing. There was some sticker shock with engineering all 3 bridges. Public Works Committee recommended obtaining 2 additional bids.

Gelting/Chappell motion to table. Motion carried 3 to 0.

**Discussion/Update on Competitive General Obligation Promissory Note Proposal**  
Mr. Oborn gave an update on the borrowing. He solicited 11 banks and 4 have shown an interest. Proposals are due March 31, 2017. Staff will have a recommendation with the proposals at the next meeting.

**Gelting/Chappell motion to approve the Shad Branen - WIN Properties, LLC Escrow Draw Request No 5 for final payment of \$40,000.00 contingent upon Final Occupancy and required lien waivers.** Mr. Oborn explained they have 3 components left. They have already submitted the construction amount but are pending the final occupancy and lien waivers. He anticipates receiving them before the upcoming council meeting. They currently have temporary occupancy. He recommended no deduction as they were showing movies on March 2. Motion carried 3 to 0.

**Chappell/Gelting motion to approve the Dan Larsen Landscaping Draw Request No 5 for \$2,230.00 with excess of \$2,230.00 from General Fund Tree Planting Account.** Mr. Oborn explained there was an error in the calculation by previous staff. We reserved \$106,635 and it should have been \$119,080, leaving an additional \$12,445 that we could potentially be liable for. If we do not receive all the trees forecasted, it could be less. Upon research, staff has concluded that the \$2,230 being requested is valid and due to the contractor. Motion carried 3 to 0.

**Presentation of Accounts – Alderman Kordus**

**Purchase Orders (none)**

**Gelting/Chappell motion to approve the Prepaid bills in the amount of \$35,575.01.** Motion carried 3 to 0.

**Gelting/Chappell motion to approve the Regular bills in the amount of \$257,633.82.** Motion carried 3 to 0.

**Gelting/Chappell motion to approve the Treasurer’s reports from June through December 2016.** Ald. Gelting would like a Treasurer’s report on the 2<sup>nd</sup> FLR agenda of each month. Motion carried 3 to 0.

**Gelting/Chappell motion to approve the Treasurer’s report for January 2017.** Motion carried 3 to 0.

**Adjournment** – Chappell/Gelting motion to adjourn at 6:44pm. Unanimously carried.

/s/ Sabrina Waswo, City Clerk

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



# Letter of Transmittal

**TO:**  
**Tom Earle**  
**Lake Geneva Utility Commission**  
**361 Main Street**  
**P.O. Box 187**  
**Lake Geneva, WI 53147**

Date: 03/10/2017	Job No 16.0119
Attention: Tom Earle Lake Geneva Utility Commission	
RE: CCO #1	
Main Street Widening	
Lake Geneva	
Project No. 160119	

**WE ARE SENDING YOU**

- Shop Drawings   
  Prints   
  Plans   
  Samples   
  Specifications  
 Copy of Letter   
 Change Order   
 Other

Under separate cover via \_\_\_\_\_ the following items:

COPIES	DATE	NO.	DESCRIPTION
1	03/10/2017	1	CCO #1 with Signatures

**THESE ARE TRANSMITTED as checked below:**

- For approval   
  Approved as submitted   
  Resubmit \_\_\_ copies for approval  
 For your use   
  Approved as noted   
  Submit \_\_\_ copies for distribution  
 As requested   
  Returned for corrections   
  Return \_\_\_ corrected prints  
 For review and comment  
 FOR BIDS DUE:   
 \* PRINTS RETURNED AFTER LOAN TO US

**REMARKS**

Please find the enclosed Change Order #1 for the referenced project. Keep for your records.

Upon approval, please sign and send copies, physical or scanned, to the Contractor and Engineer.

I hope you find the materials to your satisfaction. Thank you for all of your time and consideration with this project.

COPY TO: File

SIGNED:

*Martin J. Kelly*  
 Martin J. Kelly

**CONTRACT CHANGE ORDER**

Change Order: #1 Date: March 7, 2017  
Name of Project: Main Street Widening  
OWNER: City of Lake Geneva  
CONTRACTOR: Payne & Dolan, Inc.  
ENGINEER: Kapur & Associates, Inc.

The following changes are hereby made to the Contract Documents: See attached documentation.

Justification: (See attached)

Change to CONTRACT PRICE- \$ 5,129.84  
Original CONTRACT PRICE - \$ 182,948.17  
Current CONTRACT PRICE adjusted by previous CHANGE ORDER - \$ 182,948.17  
The CONTRACT PRICE due to this CHANGE ORDER will be  
(increased) (decreased) by - \$ 5,129.84  
The new CONTRACT PRICE including this CHANGE ORDER will be - \$ 188,078.01

Change to CONTRACT TIME:

The CONTRACT TIME will be (increased) (decreased) by \_\_\_\_\_ calendar days.  
The date for completion of work will be May 24, 2017 Substantial (Date).  
June 23, 2017 Final (Date)

The CONTRACTOR and OWNER hereby agree that the compensation to the CONTRACTOR effected hereby constitutes full settlement of the claims of the CONTRACTOR under this contract arising out of or incident to the changes effected hereby.

This document will become a supplement to the contract and all provisions will apply hereto.

Recommended by the ENGINEER: Martin J. Kelly Date 3-9-17  
Name: Martin J. Kelly

Accepted by the CONTRACTOR: Raymond A. Postotnik Date 3/9/17  
Name: Raymond A. Postotnik  
Title: Agent

Approved by the OWNER: \_\_\_\_\_ Date \_\_\_\_\_  
Name: Tom Earle  
Title: Director of Public Works

**Main Street Widening City of Lake Geneva**  
**Justification of Price and Time Extension for Contract Change Order #1**

**Item #SPV.0105.02 Excavator Mobilization:**

A. **Description:** This item is to compensate the contractor for the mobilization cost incurred in 2016. In anticipation of starting construction in late fall of 2016, an excavator was brought to the site, but not used.

B. **Method of Measurement:** The *Excavator Mobilization* item shall be measured as a lump sum (LS) item for work completed in accordance with the contract.

C. **Basis of Payment:** The work under this item, measured as provided above, will be paid for at the agreed unit lump sum price as stated in the below attached table, which price shall be full compensation for all work herein specified and for all labor, materials, and equipment; and for cleanup and incidentals necessary to complete the Work in accordance with the Contract and all specifications that apply.

**Item #SPV.0105.03 Excavator Rental Cost:**

A. **Description:** This item is to compensate the contractor for the rental cost incurred in 2016. In anticipation of starting construction in late fall of 2016, an excavator was rented and brought to the site with the intention of beginning work that never materialized.

B. **Method of Measurement:** The *Excavator Rental Cost* item shall be measured as a lump sum (LS) item for work completed in accordance with the contract.

C. **Basis of Payment:** The work under this item, measured as provided above, will be paid for at the agreed unit lump sum price as stated in the below attached table, which price shall be full compensation for all work herein specified and for all labor, materials, and equipment; and for cleanup and incidentals necessary to complete the Work in accordance with the Contract and all specifications that apply.

**Item #SPV.0180.02 8 Inch Concrete Driveway Unit Price Increase:**

A. **Description:** This item is to compensate the contractor for the increase in concrete costs from 2016 to 2017 based on a reasonable advance in inflation.

B. **Method of Measurement:** The *8 Inch Concrete Driveway Unit Price Increase* item shall be measured as a Square Yard (SY) item for work completed in accordance with the contract.

C. **Basis of Payment:** The work under this item, measured as provided above, will be paid for at the agreed unit square yard price as stated in the below attached table, which price shall be full compensation for all work herein specified and for all labor, materials, and equipment; and for cleanup and incidentals necessary to complete the Work in accordance with the Contract and all specifications that apply.

**Item #SPV.0090.01 24 Inch Curb & Gutter Unit Price Increase:**

A. **Description:** This item is to compensate the contractor for the increase in concrete costs for the 24 inch Curb & Gutter item from 2016 to 2017 based on a reasonable advance in inflation.

B. **Method of Measurement:** The *24 Inch Curb & Gutter Unit Price Increase* item shall be measured as a lineal foot (LF) item for work completed in accordance with the contract.

C. **Basis of Payment:** The work under this item, measured as provided above, will be paid for at the agreed unit lineal foot price as stated in the below attached table, which price shall be full compensation for all work herein specified and for all labor, materials, and equipment; and for cleanup and incidentals necessary to complete the Work in accordance with the Contract and all specifications that apply.

**Item #SPV.0165.01 4 Inch Concrete Sidewalk Unit Price Increase:**

A. **Description:** This item is to compensate the contractor for the increase in concrete costs for the 4 inch Concrete Sidewalk item from 2016 to 2017 based on a reasonable advance in inflation.

B. Method of Measurement: The *4 inch Concrete Sidewalk Unit Price Increase* item shall be measured as a square foot (SF) item for work completed in accordance with the contract.

C. Basis of Payment: The work under this item, measured as provided above, will be paid for at the agreed unit square foot price as stated in the below attached table, which price shall be full compensation for all work herein specified and for all labor, materials, and equipment; and for cleanup and incidentals necessary to complete the Work in accordance with the Contract and all specifications that apply.

**Item #SPV.0105.04 Traffic Control Extra Cost :**

A. Description: This item is to compensate the contractor for costs associated with the mobilization and demobilization of traffic control items incurred in 2016 .

B. Method of Measurement: The *Traffic Control Extra Cost* item shall be measured as a lump sum (LS) item for work completed in accordance with the contract.

C. Basis of Payment: The work under this item, measured as provided above, will be paid for at the agreed unit square foot price as stated in the below attached table, which price shall be full compensation for all work herein specified and for all labor, materials, and equipment; and for cleanup and incidentals necessary to complete the Work in accordance with the Contract and all specifications that apply.

**Change to Contract Time:**

A. Description: Due to the unforeseen utility delay in 2016, it was agreed by all parties to suspend construction activities and modify the original substantial completion date of August 12, 2016. The remainder of the work required to complete the project shall now be substantially completed by May 24, 2017. Substantial Completion is being redefined as having all lanes of traffic open, all paving work complete and operational, and all pavement markings complete. Final completion shall occur no later than June 23, 2017 which shall be defined as all erosion control and restoration work completed, all bid items, change order work, punch list and cleanup work completed. This includes removal of all temporary traffic control devices. All other stipulations contained in Article 4 of the Special Provisions will remain intact.

The following is a summary spreadsheet for the mentioned above items:

**CONTRACT CHANGE ORDER # 1**

<b>Extra Work</b>					
<b>Item No.</b>	<b>Item Description</b>	<b>Unit</b>	<b>Qty.</b>	<b>Bld Unit</b>	<b>Est. Total</b>
SPV.0105.02	Excavator Mobilization	LS	1	\$ 550.00	\$ 550.00
SPV.0105.03	Excavator Rental Cost	LS	1	\$ 730.00	\$ 730.00
SPV.0180.02	8 Inch Concrete Driveway Unit Price Increase	SY	77	\$ 2.46	\$ 189.42
SPV.0090.01	24 Inch Curb & Gutter Unit Price Increase	LF	1855	\$ 0.68	\$ 1261.40
SPV.0165.01	4 Inch Concrete Sidewalk Unit Price Increase	SF	2882	\$ 0.11	\$ 317.02
SPV.0105.04	Traffic Control Extra Cost	LS	1	\$ 2,082.00	\$ 2,082.00
<b>TOTAL-CCO #1</b>					<b>\$ 5,129.84</b>

<b>Change to Substantial Completion Date</b>		
<b>Original Date</b>	<b>New Date</b>	
August 12, 2016	May 24, 2017	

**Gelting/Howell motion to approve the Street Banner Display application filed by Kevin Fleming on behalf of the Lake Geneva Business Improvement District to use 11 banner poles for Oktoberfest starting September 25, 2017 through October 9, 2017 with request for waiver of fees.** Motion carried 2 to 1 with Chappell voting “no.”

**Gelting/Chappell motion to approve the Original 2016-2017 Operator’s (Bartender) License application filed by Emily Wise.** Motion carried 3 to 0.

**Gelting/Chappell motion to approve Resolution 17-R08, authorizing the transfer of \$419,304.34 from the Lakefront Special Revenue Fund and an amount of \$637,485.29 from the Parking Special Revenue Fund to the General Fund at year end 2016 which will leave a \$75,000 addition to the fund balance in each of these funds.** A resolution was passed some years ago stating every year \$75,000 is added to these funds. The parking fund did well; although the lakefront fund was less than they budgeted. Mr. Oborn would like to do further analysis on the Lakefront fund balance. Motion carried 3 to 0.

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**Discussion/Recommendation on Kapur Task Order #10 for \$12,765, revised from (3) bridges to (1) bridge in the White River Disc Golf Course.** Mr. Oborn explained this would come out of the 2017 borrowing. There was some sticker shock with engineering all 3 bridges. Public Works Committee recommended obtaining 2 additional bids.

Gelting/Chappell motion to table. Motion carried 3 to 0.

**Discussion/Update on Competitive General Obligation Promissory Note Proposal**

Mr. Oborn gave an update on the borrowing. He solicited 11 banks and 4 have shown an interest. Proposals are due March 31, 2017. Staff will have a recommendation with the proposals at the next meeting.

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**Presentation of Accounts – Alderman Kordus**

**Purchase Orders (none)**

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**Gelting/Chappell motion to approve the Treasurer’s report for January 2017.** Motion carried 3 to 0.

**Adjournment** – Chappell/Gelting motion to adjourn at 6:44pm. Unanimously carried.

/s/ Sabrina Waswo, City Clerk

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

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

5

Application Period:

Application Date:

17-Mar-17

To (Owner):

City of Lake Geneva

From (Contractor/Vendor/Grantee):

Shad Branen - WIN Properties LLC

Via (City Official/Engineer)

Building & Zoning Administrator

Project:

5) Theatre Redevelopment Grant

Contract/Quote:

Development Agreement

### Application for Payment - Change Order Summary

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

1. Current Contract/Quote/Grant Amount	867,500.00
2. Less Previous Non Escrow Payments	-
3. Balance of Escrow	<b>867,500.00</b>
4. Less Previous Escrow Payments	827,500.00
5. Plus/Less Change Orders	-
6. Balance Available	<b>40,000.00</b>
7. Amount Due this Application	<b>40,000.00</b>

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

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

City Official/Engineer

\_\_\_\_\_ Date

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

Owner

\_\_\_\_\_ Date

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

Bank (if applicable)

\_\_\_\_\_ Date

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

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

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

Escrow Agent

\_\_\_\_\_ Date

**Gelting/Howell motion to approve the Street Banner Display application filed by Kevin Fleming on behalf of the Lake Geneva Business Improvement District to use 11 banner poles for Oktoberfest starting September 25, 2017 through October 9, 2017 with request for waiver of fees.** Motion carried 2 to 1 with Chappell voting “no.”

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**Chappell/Gelting motion to approve the Dan Larsen Landscaping Draw Request No 5 for \$2,230.00 with excess of \$2,230.00 from General Fund Tree Planting Account.** Mr. Oborn explained there was an error in the calculation by previous staff. We reserved \$106,635 and it should have been \$119,080, leaving an additional \$12,445 that we could potentially be liable for. If we do not receive all the trees forecasted, it could be less. Upon research, staff has concluded that the \$2,230 being requested is valid and due to the contractor. Motion carried 3 to 0.

**Presentation of Accounts – Alderman Kordus**

**Purchase Orders (none)**

**Gelting/Chappell motion to approve the Prepaid bills in the amount of \$35,575.01.** Motion carried 3 to 0.

**Gelting/Chappell motion to approve the Regular bills in the amount of \$257,633.82.** Motion carried 3 to 0.

**Gelting/Chappell motion to approve the Treasurer’s reports from June through December 2016.** Ald. Gelting would like a Treasurer’s report on the 2<sup>nd</sup> FLR agenda of each month. Motion carried 3 to 0.

**Gelting/Chappell motion to approve the Treasurer’s report for January 2017.** Motion carried 3 to 0.

**Adjournment** – Chappell/Gelting motion to adjourn at 6:44pm. Unanimously carried.

/s/ Sabrina Waswo, City Clerk

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

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

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

5

Application Period:

Application Date:

3/17/2017

To (Owner):

City of Lake Geneva

From (Contractor/Vendor/Grantee):

Dan Larson Landscape

Via (City Official/Engineer)

Director of Public Works & Utilities

Project:

6) Tree Planting

Contract/Quote:

2016 Contract

### Application for Payment - Change Order Summary

Number	Additions Due From City	Deductions (Unused)
	2,230.00	
<b>Total</b>		

1. Current Contract/Quote/Grant Amount	92,005.00
2. Less Previous Non Escrow Payments	47,390.00
3. Balance of Escrow	44,615.00
4. Less Previous Escrow Payments	44,615.00
5. Plus/Less Change Orders	2,230.00
6. Balance Available	2,230.00
7. Amount Due this Application	2,230.00

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

Approved by:

City Official/Engineer

Date

Approved by:

Owner

Date

Approved by:

Bank (if applicable)

Date

By:

Date:

Approved by:

Escrow Agent

Date

City of Lake Geneva  
 Tax Incremental Financing District No. 4  
 Dan Larsen Landscape  
 2016 Trees, Riviera, and Water Contracts

<u>Project</u>	<u>Description</u>	<u>Amount</u>
Tree Planting	2016 Tree Planting Contract	92,005.00
Riviera Grounds	2016 Trees & Landscaping	14,630.00
<b>TIF Closing Total</b>		<b>106,635.00</b>
<b>Post Closing Corrections:</b>		
Double Included	Riviera Grounds	(14,630.00)
Not Included	2016 Watering	27,075.00
<b>Corrected Total</b>		<b>119,080.00</b>
Additional Amount Not Included in TIF 4		12,445.00
<i>Payment Request No. 5 Pending Approval</i>		<i>(2,230.00)</i>
Balance Due if all Trees in Contract are Planted		<b>10,215.00</b>

**Gelting/Howell motion to approve the Street Banner Display application filed by Kevin Fleming on behalf of the Lake Geneva Business Improvement District to use 11 banner poles for Oktoberfest starting September 25, 2017 through October 9, 2017 with request for waiver of fees.** Motion carried 2 to 1 with Chappell voting “no.”

**Gelting/Chappell motion to approve the Original 2016-2017 Operator’s (Bartender) License application filed by Emily Wise.** Motion carried 3 to 0.

**Gelting/Chappell motion to approve Resolution 17-R08, authorizing the transfer of \$419,304.34 from the Lakefront Special Revenue Fund and an amount of \$637,485.29 from the Parking Special Revenue Fund to the General Fund at year end 2016 which will leave a \$75,000 addition to the fund balance in each of these funds.** A resolution was passed some years ago stating every year \$75,000 is added to these funds. The parking fund did well; although the lakefront fund was less than they budgeted. Mr. Oborn would like to do further analysis on the Lakefront fund balance. Motion carried 3 to 0.

**Gelting/Howell motion to approve the Main Street Widening Project change order #1 in the amount of \$5,129.84 for Kapur and Associates.** This was approved by the Public Works Committee. By extending the date due to AT&T not completing their portion in time, the city had extra expense. They anticipate starting the first week in April. Motion carried 3 to 0.

**Discussion/Recommendation on Kapur Task Order #10 for \$12,765, revised from (3) bridges to (1) bridge in the White River Disc Golf Course.** Mr. Oborn explained this would come out of the 2017 borrowing. There was some sticker shock with engineering all 3 bridges. Public Works Committee recommended obtaining 2 additional bids.

Gelting/Chappell motion to table. Motion carried 3 to 0.

**Discussion/Update on Competitive General Obligation Promissory Note Proposal**

Mr. Oborn gave an update on the borrowing. He solicited 11 banks and 4 have shown an interest. Proposals are due March 31, 2017. Staff will have a recommendation with the proposals at the next meeting.

**Gelting/Chappell motion to approve the Shad Branen - WIN Properties, LLC Escrow Draw Request No 5 for final payment of \$40,000.00 contingent upon Final Occupancy and required lien waivers.** Mr. Oborn explained they have 3 components left. They have already submitted the construction amount but are pending the final occupancy and lien waivers. He anticipates receiving them before the upcoming council meeting. They currently have temporary occupancy. He recommended no deduction as they were showing movies on March 2. Motion carried 3 to 0.

**Chappell/Gelting motion to approve the Dan Larsen Landscaping Draw Request No 5 for \$2,230.00 with excess of \$2,230.00 from General Fund Tree Planting Account.** Mr. Oborn explained there was an error in the calculation by previous staff. We reserved \$106,635 and it should have been \$119,080, leaving an additional \$12,445 that we could potentially be liable for. If we do not receive all the trees forecasted, it could be less. Upon research, staff has concluded that the \$2,230 being requested is valid and due to the contractor. Motion carried 3 to 0.

**Presentation of Accounts – Alderman Kordus**

**Purchase Orders (none)**

**Gelting/Chappell motion to approve the Prepaid bills in the amount of \$35,575.01.** Motion carried 3 to 0.

**Gelting/Chappell motion to approve the Regular bills in the amount of \$257,633.82.** Motion carried 3 to 0.

**Gelting/Chappell motion to approve the Treasurer’s reports from June through December 2016.** Ald. Gelting would like a Treasurer’s report on the 2<sup>nd</sup> FLR agenda of each month. Motion carried 3 to 0.

**Gelting/Chappell motion to approve the Treasurer’s report for January 2017.** Motion carried 3 to 0.

**Adjournment** – Chappell/Gelting motion to adjourn at 6:44pm. Unanimously carried.

/s/ Sabrina Waswo, City Clerk

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what is in the ordinances. She does not think these two blocks portray an experience. Mr. Skates noted there isn't enough presented to go on.

Skates/Hill motion to continue this item to the next meeting. Unanimously carried.

**Public Hearing and Recommendation on a Precise Implementation Plan (PIP) Application filed by Bill Henry, Kehoe-Henry & Associates, Inc. on behalf of Lake Geneva Middle School for building an accessory storage building for the existing Middle School, 600 North Bloomfield Road, Tax Key No. ZA297500001**

Bill Henry stated the Lake Geneva Middle School would like to build a 30' x 42' storage building at the southeast corner of the current Lake Geneva Middle School. It will add about 940 square feet of paving that would consist of asphalt paving on the east side and concrete paving on the west side between the proposed building and the middle school. The purpose of the building is to provide additional storage for equipment that is used in the gymnasium.

Kupsik/Hill motion to close the public hearing. Unanimously carried.

Hartz/Skates motion to recommend approval of the Precise Implementation Plan (PIP) Application filed by Bill Henry, Kehoe-Henry & Associates, Inc. on behalf of Lake Geneva Middle School for building an accessory storage building for the existing Middle School, 600 North Bloomfield Road, Tax Key No. ZA297500001 including all staff recommendations and include the affirmative findings of fact items number 1 through 6. Unanimously carried.

**Public Hearing and Recommendation on a Conditional Use Application filed by Andrew Goodman, Lake Geneva 50120, LLC, GMX Real Estate Group, LLC, 3000 Dundee Road, Suite 408, Northbrook, IL 60062 to propose a Starbucks Restaurant with a drive-up window in the approved multi-tenant building located at 281 N Edwards Blvd, Tax Key No. ZA297300001**

Andrew Goodman, 3000 Dundee Road Suite 408, Northbrook, IL, walked through the application. The restaurant would typically operate from 5:30am to 10:00 or 11:00pm based off of demand. There is a proposed seating plan and café layout that has approximately 42 seats and 18 outdoor seats, weather permitting. The drive thru requirements are at least 8 cars stacking. The drive thru lane wraps all around the property line. This initially would not be proposed as a 24 hour location at this time. Ms. Hill has received a lot of push back about a 3<sup>rd</sup> Starbucks in town. She reiterated that it is not the job of the Plan Commission to select the individual businesses but to make sure it is appropriate in planning and zoning. Mr. Hartz questioned if there is a loading area. Mr. Goodman answered the loading is typically done on pallets through the front door. Mr. Hartz also questioned if people can turn left into the building. Mr. Goodman answered there is a barrier meeting along Edwards Blvd. heading southbound, so customers would turn southbound regardless of if they were travelling east or west.

**Speaker 1**

Cindy Flower, 533 Haskins Street, questioned if patrons would enter from the right and go along the backside of the building. She questioned how someone would get out of line if someone was behind them and they grew tired of waiting. Mr. Slavney stated typically an escape lane is required, but there wasn't enough room on this site. Most Starbucks drive thrus do not have escape lanes. The issue has been reviewed and approved through the general development plan when the site plan was approved. It is not ideal and they will lose some customers because of that.

Kupsik/Hartz motion to close the public hearing. Unanimously carried.

Hill/Skates motion to recommend approval of the conditional use application filed by Andrew Goodman, Lake Geneva 50120, LLC, GMX Real Estate Group, LLC, 3000 Dundee Road, Suite 408, Northbrook, IL 60062 to propose a Starbucks Restaurant with a drive-up window in the approved multi-tenant building located at 281 N Edwards Blvd, Tax Key No. ZA297300001 to include all staff recommendations and findings of fact. Unanimously carried.

**Public Hearing and Recommendation on a Precise Implementation Plan (PIP) Application filed by Andrew Goodman, Lake Geneva 50120, LLC, GMX Real Estate Group, LLC, 300 Dundee Road, Suite 408, Northbrook, IL 60062 to amend the engineered design of the retaining wall in the northwest corner of the site located at 281 N Edwards Blvd, Tax Key No. ZA297300001**

Andrew Goodman stated they had originally come forward with a slat wall retaining wall system for this property. Since the approval of the precise implementation plan stage, they have gone out and looked at samples of this system as well as pricing and decided to come back for consideration on an architectural block wall system called a rib rock system. The

STAFF REPORT  
To Lake Geneva Plan Commission  
Meeting Date: March 20, 2017

Agenda Item #7

Applicant:

Lake Geneva Joint 1 School District

Represented by:

William R. Henry, P.E.  
Kehoe-Henry & Associates, Inc.  
25 N. Wisconsin Street  
Elkhorn, WI 53121

Request:

600 N. Bloomfield Road, Lake Geneva, WI 53147  
Proposed Planned Development Amendment for an  
Accessory Storage Building

Description:

The applicant is submitting a Precise Implementation Plan (PIP) to amend an existing Planned Development for Lake Geneva Middle School. Specifically, the requested amendment is to amend the existing PIP on the Middle School campus to accommodate an accessory storage building located 11 feet from southeast corner of the existing school building. The proposed building will be 1,260 square feet in area with a sidewall height of 10 feet.

A small area of asphalt paving is proposed to be connect the existing asphalt drive to the new accessory building. A small area of concrete sidewalk is proposed to be added to connect the existing concrete sidewalk to the new building. A total of 2,201 square feet of impervious surface area will be added to the site (1,260 square feet for the building and 941 square feet of paving).

Two trees will be removed in order accommodate the new building.

Relation to Base Zoning Standards:

All Planned Developments must explicitly identify any flexibilities being requested from base zoning standards in the most comparable regular zoning district. In this instance, the Planned Office (PO) zoning district – which is often applied to large institutional developments – provides that comparison zoning district. The project is requesting the following flexibility:

1. The proposed building will be located 11 feet from the existing principal building; compared to the minimum building separation of 20 feet required in the PO zoning district.

All other zoning requirements are met.

Action by the Plan Commission:

Recommendation to the Common Council on the Proposed Precise Implementation Plan amendment

As part of the consideration of a requested Planned Development / Precise Implementation Plan (PIP) step, the Plan Commission is required to:

- Provide the Common Council with a *recommendation* regarding the proposed amendment to the PIP;
- Include *findings* required by the Zoning Ordinance for PIP amendments; and,
- Provide specific suggested *requirements* to modify the project as submitted.

Staff Review Comments:

The proposed exterior building materials are metal panels with semi-concealed fasteners. Because the proposed accessory building will not be located within 50 feet of a public right-of-way and will not be visible from a public street, the use of higher quality materials is not required or necessary.

In the PO zoning districts, 40 landscaping points per 100 linear ft. of building foundation are required. The new building will trigger 40 points of landscaping. Staff suggests replacing the trees that will be removed with two tall deciduous or evergreen trees.

The proposed building will be 11 feet from the existing Middle School building. The applicant has provided excerpts from the IBC demonstrating compliance with fire-separation distances required between the existing Middle School and proposed accessory building.

The proposed plan will not impact on-site stormwater management or parking needs.

Required Plan Commission Findings on the PIP for Recommendation to Common Council:

A proposed PIP must undergo the review standards for all Conditional Use Permits, below:

- A. If, after the public hearing, the Commission wishes to recommend *approval*, then the appropriate fact finding would be in agreement with Factors 1-6 of the following.
1. The proposed PIP (the use in general, independent of its location) is in harmony with the purposes, goals, objectives, policies and standards of the City of Lake Geneva Comprehensive Plan, this Chapter, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
  2. The proposed PIP (in its specific location) is in harmony with the purposes, goals, objectives, policies and standards of the City of Lake Geneva Comprehensive Plan, this Chapter, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
  3. The proposed PIP, in its proposed location and as depicted on the required site plan (see (3)(d), above), 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 PIP 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 PIP is 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.
  6. The potential public benefits of the proposed PIP outweigh all potential adverse impacts of the proposed PIP (as identified in Items 1. through 5., above), 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 in disagreement with at least one of Factors 1-6 of the following:
1. The proposed PIP (the use in general, independent of its location) is not in harmony with the purposes, goals, objectives, policies and standards of the City of Lake Geneva Comprehensive Plan, this Chapter, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
  2. The proposed PIP (in its specific location) is not in harmony with the purposes, goals, objectives, policies and standards of the City of Lake Geneva Comprehensive Plan, this Chapter, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
  3. The proposed PIP, in its proposed location and as depicted on the required site plan (see (3)(d), above), 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 PIP 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 PIP is located in an area that will not be adequately served by, and/or will impose an undue burden on, any of the improvements, facilities, utilities or services provided by public agencies serving the subject property.
  6. The potential public benefits of the proposed PIP do not outweigh all potential adverse impacts of the proposed PIP (as identified in Items 1. through 5., above), after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts.

Staff Recommendation on the PIP:

1. Staff recommends approval of the PIP as submitted.
2. Staff recommends the affirmative set of findings provided above, noting that the proposal meets Factors 1-6. Specifically, the proposed use in its specific location is in harmony with the purposes, goals, objectives, policies and standards of the City of Lake Geneva Comprehensive Plan and other adopted City policies; does not result in a substantial impact on nearby property; provides the Middle School with needed storage space; and will not impact City improvements,

facilities, utilities or services. The potential public benefits of the proposed PIP outweigh all potential adverse impacts of the proposed PIP.

3. Finally, staff recommends replacing the two trees that have been removed on the site with at least two additional tall trees. This should include tall deciduous trees at a minimum installation size of 1.5 caliper, tall evergreen trees at a minimum installation size of 5 feet in height, or a combination of the two.

Jackie Mich, AICP  
City Planning Consultant

**KEHOE - HENRY & ASSOCIATES, INC.**  
ARCHITECTURE & ENGINEERING

25 North Wisconsin Street  
ELKHORN, WISCONSIN 53121

Daniel R. Kehoe, Architect  
Voice 262-723-2660  
Fax 262-723-5986

William R. Henry, Architect - P.E.  
Voice 262-723-4399  
Fax 262-723-4299

February 9, 2017/*Revised February 22, 2017*

**City of Lake Geneva**  
626 Geneva Street  
P. O. Box 340  
Lake Geneva, WI 53147

Attn: Mr. Blaine Oborn  
City Administrator

Re: Proposed Storage Building at  
**LAKE GENEVA MIDDLE SCHOOL**  
Lake Geneva, Wisconsin  
Job No. 1705

Dear Mr. Oborn:

The Lake Geneva Joint 1 School District wishes to construct an accessory storage building near the southeast corner of Lake Geneva Middle School. ***Based on comments received as a result of the February 20, 2017 City staff meeting, attached please find an electronic copy of the revised final Precise Implementation Plan Amendment application packet for this project, including the following:***

- Application for Precise Implementation Plan Amendment
- Walworth County GIS Land Information Sheet for Parcel ZA297500001
- \$400.00 Application Fee (our check no. 42726 – previously hand delivered to your office)
- Agreement for Services (signed by Owner)
- Planned Development Checklist for Step 4: Precise Implementation Plan (PIP)
- Location Map/City of Lake Geneva Land Use Plan Map (11" x 17")
- Map of lands within 300' of site
- List of owners within 300' of site
- Mailing labels of owners within 300' of site

- *Precise Implementation Plans (sheets C-1, S2, and S7, 11" x 17")*
- *Color chart for siding/roofing panels and trim*
- *IBC code excerpts regarding separation from existing building*

***One full size site plan (24" x 36") was delivered to you at the February 20, 2017 staff meeting. If requested, a sample board of exterior finish materials and colors shall be submitted for review by the plan commission.***

The existing Lake Geneva Middle School occupies Parcel No. ZA297500001. A Planned Development application was approved by the City of Lake Geneva for its original construction completed in 1999. The Lake Geneva Joint 1 School District wishes to construct an accessory storage building on the site and is requesting a PIP Amendment approval. Specific project and submittal information is attached and as follows:

1. The storage building is to be located near the southeast corner of the existing school building.
2. The existing south setback to the property line will remain at the southwest corner of the gymnasium.
3. The proposed east setback to the property line is approximately 70.4 feet.
4. The size of the proposed storage building is approximately 30 feet wide x 42 feet long with a sidewall height of 10 feet.
5. *Approximately 2,201 square feet of impervious surface area will be added to the site (1,260 sq ft building and 941 sq ft paving).*
6. *Color samples of siding and roofing panels have been received from the building manufacturer and selected by the owner. Proposed exterior colors are noted on revised PIP Plan Sheet S2.*
7. *The building manufacturer proposes to use a semi-concealed fastener system for the metal panels. Proposed details are shown on PIP Plan Sheet S7.*
8. *Building code excerpts are also included demonstrating compliance with fire-separation distances required between the existing middle school and proposed storage building.*
9. *The volume of the proposed storage building is 15,750 cf. Therefore, State approval of the building plans is not required.*

Exemptions shall be required for any other non-residential performance standard that does not presently exist on the site or is in conflict with the proposed plans submitted herewith.

Page 3

February 9, 2017/*Revised February 22, 2017*

Mr. Blaine Oborn, City Administrator

*We understand this matter may be on the staff meeting agenda for March 20, 2017 and will be on the plan commission agenda for March 20, 2017 as a public hearing.* Please confirm the number of hard copies of the complete application submittal packet required and the date by which they are to be submitted to the City.

Very truly yours,

**KEHOE-HENRY & ASSOCIATES, INC.**

*William R. Henry*

William R. Henry  
Architect – P. E.

WRH/amw

Enclosures

cc: *Mr. Mike Slavney*  
*Ms. Sabrina Waswo*  
Mr. Warren Flitcroft  
File

APPLICATION FOR PRECISE IMPLEMENTATION PLAN AMENDMENT

*City of Lake Geneva*

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

Lake Geneva Middle School, 600 North Bloomfield Road, Lake Geneva, WI 53147

Parcel No. ZA297500001 (see attached Land Information sheet)

Name and Address of Current Owner:

Lake Geneva Joint 1 School District

208 South Street, Lake Geneva, WI 53147

Telephone No. of Current Owner including area code: (262) 348-1070

Name and Address of Applicant:

Kehoe-Henry & Associates, Inc.

25 North Wisconsin Street, Elkhorn, WI 53121

Telephone No. of Applicant including area code: (262) 723-4399

Proposed Use:

30' x 42' x 10' sidewall height Storage Building

Zoning District in which land is located: PD - Planned Development

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

Kehoe-Henry & Associates, Inc.

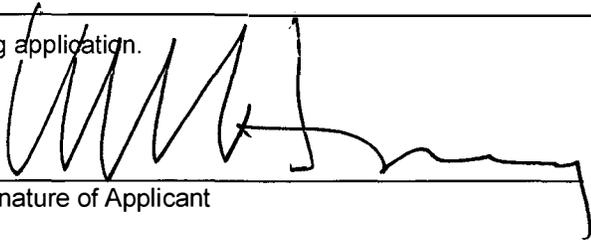
25 North Wisconsin Street

Elkhorn, WI 53121

Short statement describing activities to take place on site:

Accessory Storage Building for existing Middle School

PIP Amendment fee \$400.00, payable upon filing application.

  
Signature of Applicant

**AGREEMENT FOR SERVICES**

REIMBURSABLE BY THE PETITIONER / OWNER. The City may retain the services of professional consultants (including planners, engineers, architects, attorneys, environmental specialists, recreation specialists, and other experts) to assist in the City's review of a proposal coming before the Plan Commission and/or Common Council. The submittal of a development proposal application or petition by a Petitioner shall be construed as an agreement to pay for such professional review services applicable to the proposal including any finance charges that may accrue. The City may apply the charges for these services to the Petitioner. The City may delay acceptance of the application or petition as complete, or may delay final approval of the proposal, until the Petitioner pays such fees. Review fees which are applied to a Petitioner and which are not paid, may be assigned by the City as a special assessment to the subject property. Petitioner hereby expressly waives any notice and hearing requirements provided in Wis. Stats. § 66.0701 or any additions or amendments to this section. Petitioner further authorizes the City Treasurer or City Clerk to levy and collect review fees and additional fees upon the affidavit of the City Administrator or the Zoning Administrator stating that such fees are reasonable and that payment is overdue. The Petitioner shall be required to provide the City with an executed copy of the following form as a prerequisite to the processing of the development application:

Warren Flitcroft, Director of Business Services, as Owner/Petitioner for:

Name: Lake Geneva Joint 1 School District

Address: 208 South Street  
Lake Geneva, WI 53147

Phone: (262) 348-1070

Agrees that in addition to those normal costs payable by an applicant/petitioner (e.g., filing or permit fees, publication expenses, recording fees, etc.), that in the event the action applied or petitioned for requires the City of Lake Geneva, in the judgment of its staff, to obtain additional professional service(s), (e.g., engineering, surveying, planning, legal) than would be routinely available "in house" to enable the City to properly address, take appropriate action on, or determine the same, applicant/petitioner shall reimburse the City for the costs thereof.

Dated this 8th day of February, 2017.

Warren Flitcroft  
Printed name of Owner

  
Signature of Owner

**APPLICATION SUBMITTAL REQUIREMENTS**  
**PD STEP 4: PRECISE IMPLEMENTATION PLAN (PIP)**

Prior to submitting the 25 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: \_\_\_\_\_

↓

         X   A. After the effective date of the rezoning to PD/GDP, the Applicant may file an application for the proposed PIP with the Plan Commission. This submittal packet shall contain the following items, prior to its acceptance by the Zoning Administrator and placing the item on the Plan Commission agenda for PIP review.

  X   (1) **A location map** of the subject property and its vicinity at 11" x 17", as depicted on a copy of the City of Lake Geneva Land Use Plan Map;

  X   (2) **A map of the subject property** for which the PD is proposed:

  X   Showing all lands within 300 feet of the boundaries of the subject property;

  X   Referenced to a list of the names and addresses of the owners of all lands on said map as the same appear on the current records of the Register of Deeds of Walworth County (as provided by the City of Lake Geneva);

  X   Clearly indicating the current zoning of the subject property and its environs, and the jurisdiction(s) which maintains that control;

  X   Map and all its parts clearly reproducible with a photocopier;

  X   Map size of 11" by 17" and map scale not less than one inch equals 800 feet;

see Site Plan All lot dimensions of the subject property provided;

  X   Graphic scale and north arrow provided.

  X   (3) **A general written description** of proposed PIP including:

  X   Specific project themes and images;

  X   The specific mix of dwelling unit types and/or land uses;

  X   Specific residential densities and non-residential intensities as described by dwelling units per acre, floor area ratio and impervious surface area ratio;

  X   The specific treatment of natural features;

  X   The specific relationship to nearby properties and public streets.

EXISTING PD A Statement of Rationale as to why PD zoning is proposed identifying perceived barriers in the form of requirements of standard zoning districts and opportunities for community betterment through the proposed PD zoning.

NO CHANGE A complete list of zoning standards which will not be met by the proposed PIP and the location(s) in which they apply and a complete list of zoning standards which will be more than met by the proposed PIP and the location(s) in which they apply shall be identified. Essentially, the purpose of this listing shall

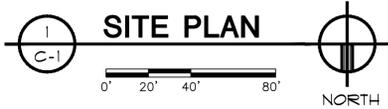
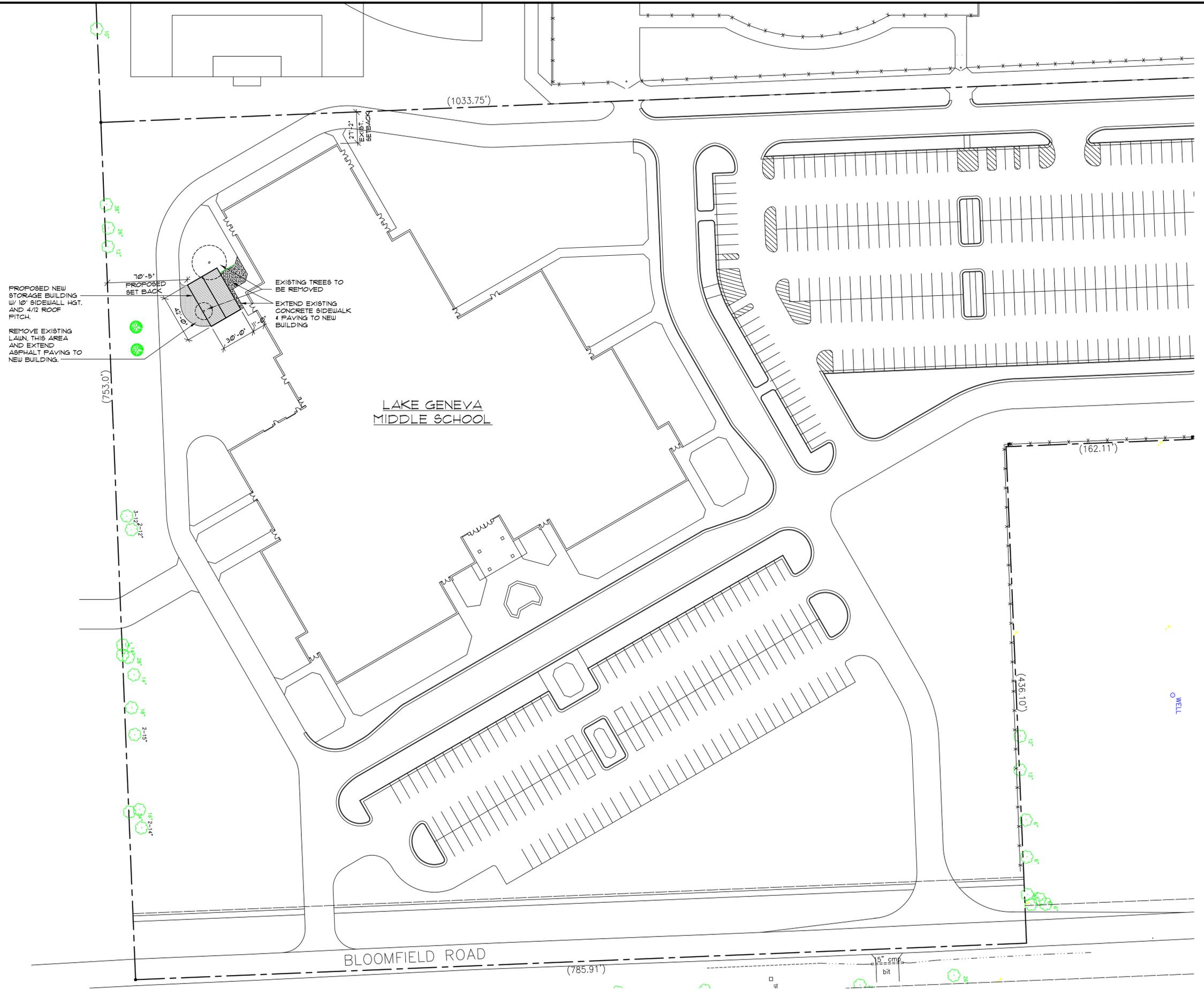
be to provide the Plan Commission with information necessary to determine the relative merits of the project in regard to private benefit versus public benefit, and in regard to the mitigation of potential adverse impacts created by design flexibility.

- X (4) **A Precise Implementation Plan Drawing** at a minimum scale of 1"=100' (and reduced to 11" x 17") of the proposed project showing at least the following information in sufficient detail: *(See following page)*

  - X A PIP site plan conforming to all requirements of Section 98-908(3). If the proposed PD is a group development (per Section 98-208) also provide a proposed preliminary plat or conceptual plat;
  - X Location of recreational and open space areas and facilities specifically describing those that are to be reserved or dedicated for public acquisition and use;
  - X Statistical data on minimum lot sizes in the development, the precise areas of all development lots and pads, density/intensity of various parts of the development, floor area ratio, impervious surface area ratio and landscape surface area ratio of various land uses, expected staging, and any other plans required by the Plan Commission or City Council; and
  - N/A Notations relating the written information (3), above to specific areas on the GDP Drawing.
  
- N/A (5) **A landscaping plan for subject property**, specifying the location, species, and installed size of all trees and shrubs. Include a chart which provides a cumulative total for each species, type and required location (foundation, yard, street, paved area or bufferyard) of all trees and shrubs.
  
- X (6) **A series of building elevations** for the entire exterior of all buildings in the PD, including detailed notes as to the materials and colors proposed.
  
- NO CHANGE (7) **A general signage plan** including all project identification signs, concepts for public fixtures and signs (such as street light fixtures and/or poles or street sign faces and/or poles), and group development signage themes which are proposed to vary from City standards or common practices.
  
- X (8) **A general outline of the intended organizational structure** for a property owners association, if any; deed restrictions and provisions for private provision of common services, if any.
  
- N/A (9) **A written description** which demonstrates the full consistency of the proposed PIP with the approved GDP.
  
- N/A (10) **A written description** of any and all variations between the requirements of the applicable PD/GDP zoning district and the proposed PIP development; and,



ACAD.DWG - 1/20/17 @ Site Plan - 28-11 DATE: 2-8-17



REVISIONS

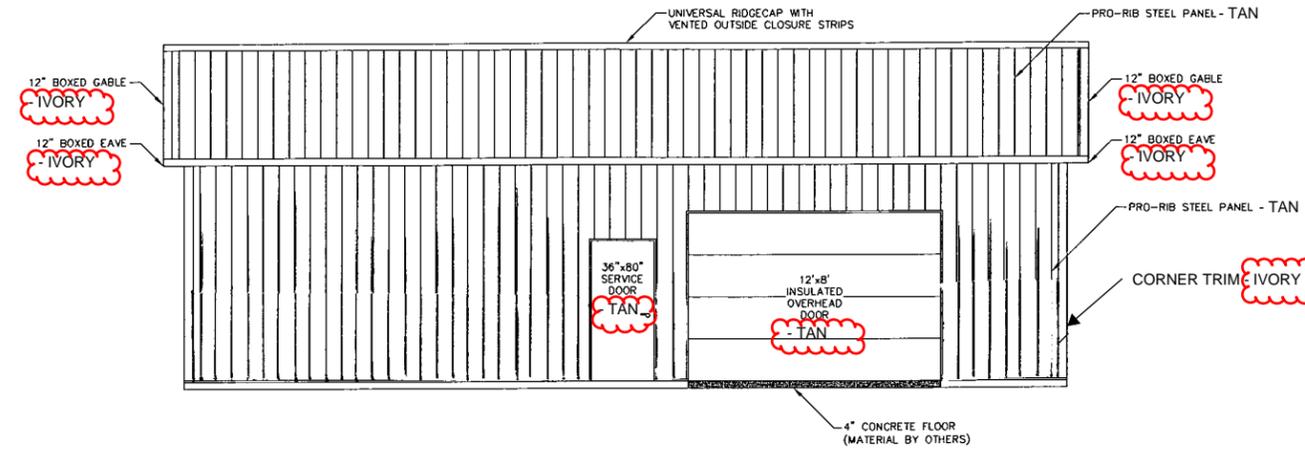
**SITE PLAN**

PROPOSED STORAGE BUILDING  
AT  
LAKE GENEVA MIDDLE SCHOOL  
LAKE GENEVA, WISCONSIN

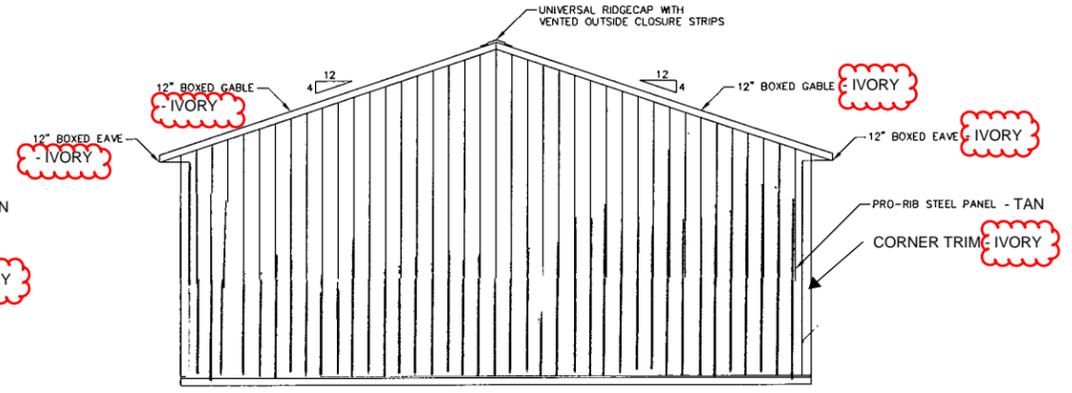
**KEHOE - HENRY & ASSOCIATES, INC.**  
ARCHITECTURE & ENGINEERING  
25 NORTH WISCONSIN STREET  
ELKHORN, WISCONSIN 53121  
PHONE: 262-723-4999  
FAX: 262-723-4299

JOB NO.  
**1705**  
DATE  
**2/20/17**  
SHEET NO.  
**C-1**

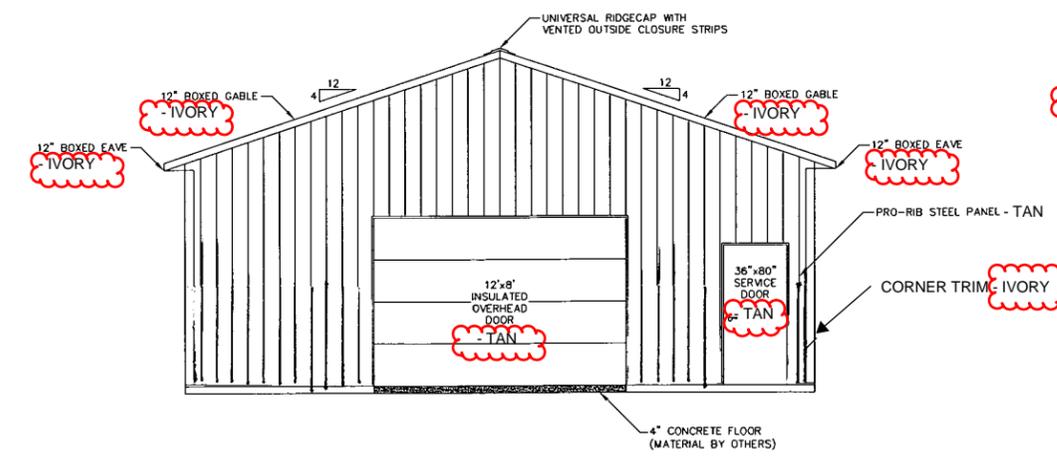
NOTE: GUTTERS & DOWNSPOUTS NOT SHOWN, BUT WILL BE PROVIDED ON EAST & WEST SIDES WITH PITCH TO SOUTH. DOWNSPOUTS TO BE LOCATED AT SE CORNER ( DISCHARGING EAST ) & SW CORNER ( DISGARGING SOUTH ). COLOR OF GUTTERS & DOWNSPOUTS TO MATCH ROOF EDGE & CORNER TRIM.



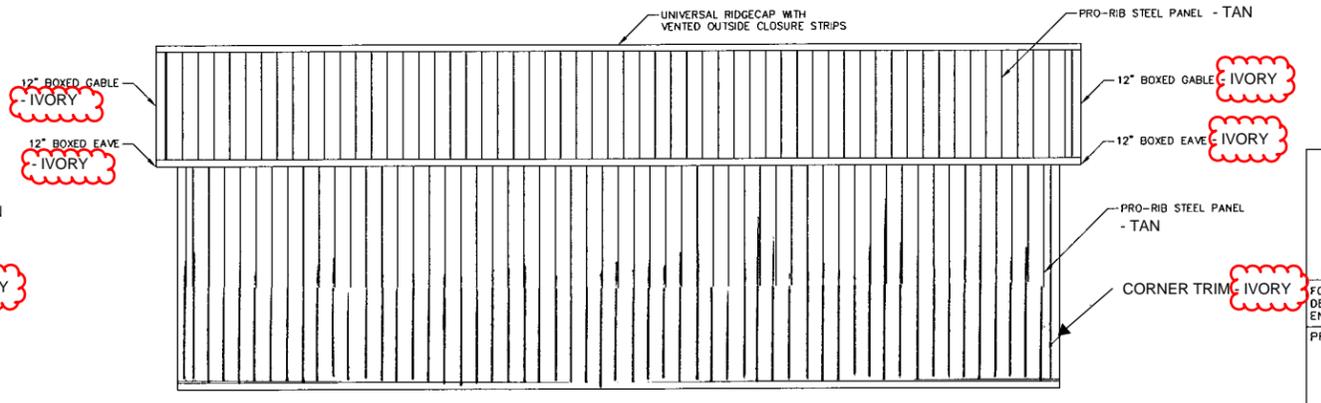
WEST ELEVATION



SOUTH ELEVATION



NORTH ELEVATION



EAST ELEVATION

**MM**  
**ENGINEERING SERVICES**  
 5311 KAME RD. EAU CLAIRE, WI 54703 (715) 878-0058  
 FOR QUESTIONS PLEASE CONTACT BUILDING DESIGNER AT THE FOLLOWING: ENGINEERING@MIDWESTMANUFACTURING.COM

PROJECT TITLE:  
**LAKE GENEVA SCHOOLS**  
 LAKE GENEVA, WI

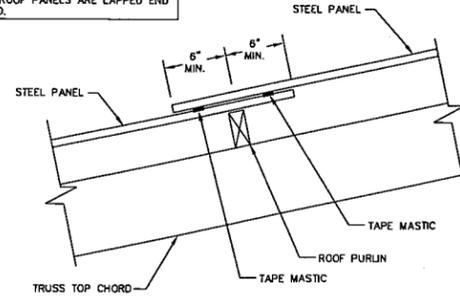
PROF. ENGINEER: JEFF MURRAY  
 PLAN DESIGNER: LOUISE EWALD  
 DRAWN BY: JJZ  
 DATE: 2/15/2017  
 SCALE: AS NOTED

REVISIONS		
NO	DATE	DESCRIPTION
1	2/20/2017	EXTERIOR COLORS
2	2/22/2017	EXTERIOR COLORS

SHEET TITLE:  
 ELEVATIONS

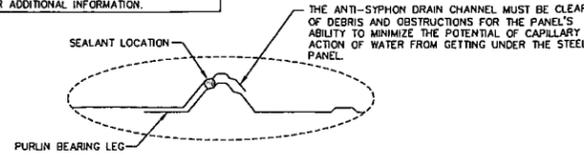
FILE NAME: S03417M  
 SHEET NO.  
**S2**

NOTE: TAPE MASTIC IS ONLY REQUIRED WHEN ROOF PANELS ARE LAPPED END TO END.

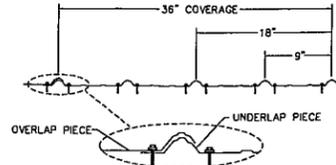


TAPE MASTIC DETAIL  
SCALE: 1 1/2" = 1'-0"

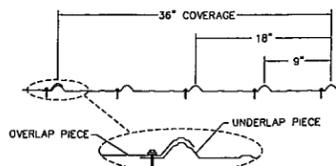
NOTE: BEAD MASTIC IS REQUIRED FOR LOW SLOPED ROOFS ONLY. SEE IBC CHAPTER 15 FOR ADDITIONAL INFORMATION.



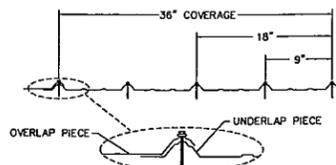
BEAD MASTIC DETAIL  
NOT TO SCALE



PANEL END STEEL LAP DETAIL  
NOT TO SCALE

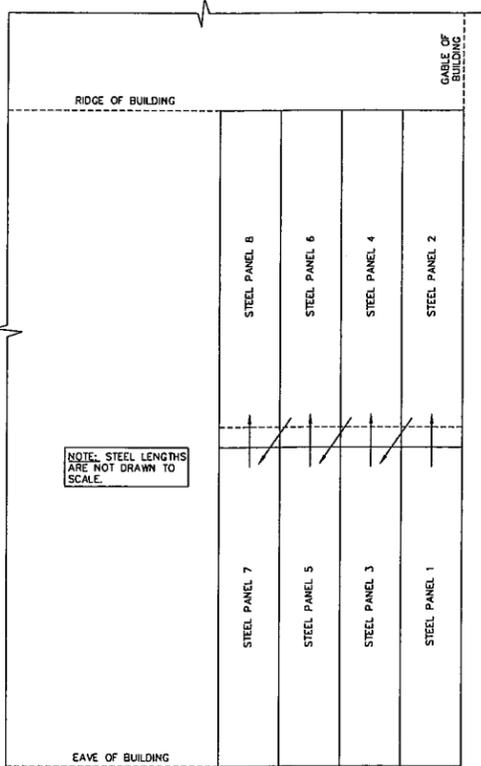


WALL STEEL LAP DETAIL  
NOT TO SCALE

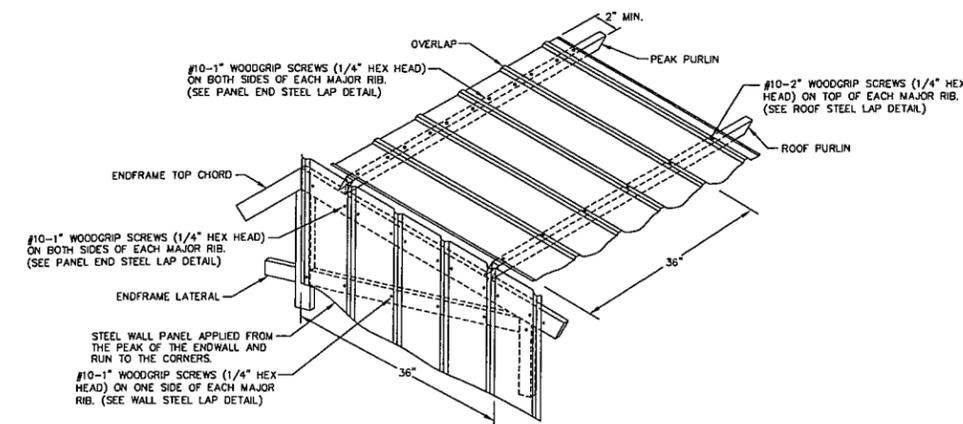


ROOF STEEL LAP DETAIL  
NOT TO SCALE

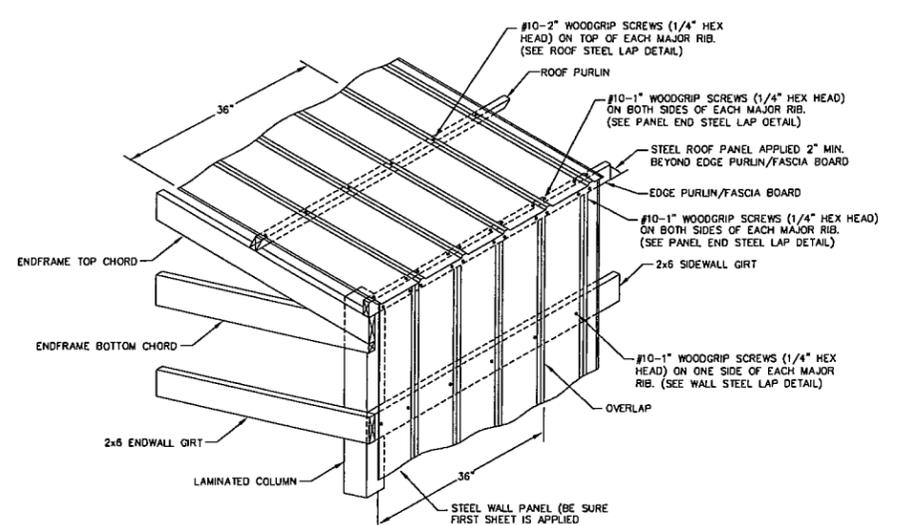
- STEEL PANEL INSTALLATION GENERAL NOTES:**
- 1) PROPER LAPPING OF STEEL PANEL IS VERY IMPORTANT IN THE PANEL'S ABILITY TO PREVENT LEAKING. OVERSEATING AND UNDERSEATING OF LAP IS NOT PERMITTED.
  - 2) FASTENER TIGHTNESS IS CRITICAL IN THE LONGEVITY OF THE FASTENER'S ABILITY TO HELP PREVENT LEAKS AND STRUCTURAL LOAD CARRYING CAPACITY. OVER-TIGHTENING OF SCREWS WILL REDUCE THE SCREW'S WITHDRAWAL CAPACITY, REGARDLESS OF THE CONSTRUCTION MATERIALS INVOLVED. UNDER-TIGHTENING OF SCREWS WILL INCREASE THE POTENTIAL OF ROOF LEAKS.
  - 3) FASTENER LOCATION IS CRITICAL FOR INSTALLERS TO MINIMIZE THE POTENTIAL OF OIL CANNING, DIMPLES, AND OTHER APPEARANCE RELATED ISSUES.
  - 4) THE ANTI-SYPHON DRAIN CHANNEL MUST BE CLEAR OF DEBRIS AND OBSTRUCTIONS FOR THE PANEL'S ABILITY TO MINIMIZE THE POTENTIAL OF CAPILLARY ACTION OF WATER FROM GETTING UNDER THE STEEL PANEL.



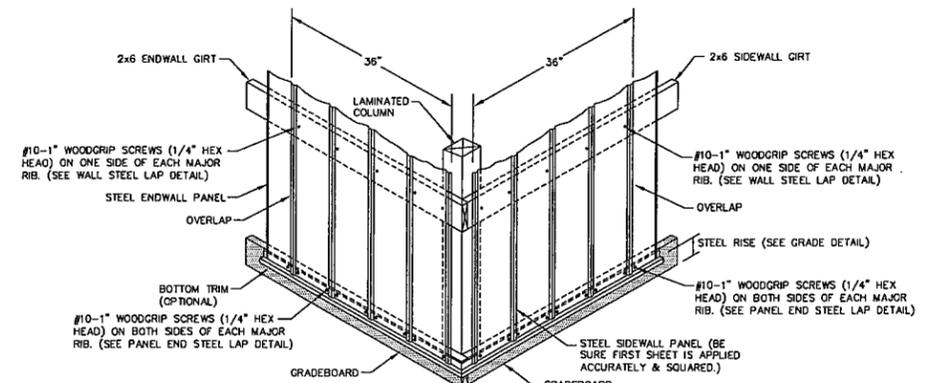
ROOF STEEL APPLICATION SEQUENCE  
NOT TO SCALE



ROOF & ENDWALL STEEL APPLICATION @ GABLE PEAK & INTERMEDIATE



ROOF & SIDEWALL STEEL APPLICATION @ EAVE



WALL STEEL APPLICATION @ GRADEBOARD

STEEL APPLICATION DETAILS



ENGINEERING SERVICES  
SINCE 1986 REG. PROF. ENGINEER, WI LICENSE #10101 878-5800

FOR QUESTIONS PLEASE CONTACT BUILDING DESIGNER AT THE FOLLOWING:  
ENGINEERING@MIDWESTMANUFACTURING.COM

PROJECT TITLE:

LAKE GENEVA SCHOOLS

LAKE GENEVA, WI

PROF. ENGINEER: JEFF MURRAY

PLAN DESIGNER: LOUISE EWALD

DRAWN BY: JJZ

DATE: 2/15/2017

SCALE: AS NOTED

REVISIONS

NO	DATE	DESCRIPTION	BY
1			
2			

SHEET TITLE:  
STEEL APPLICATION DETAILS

FILE NAME: S03417W

SHEET NO.

S7

PREMIUM  
**PRO-SNAP**

# POST FRAME BUILDINGS

PREMIUM  
**PRO-RIB**

Commercial Suburban Agricultural



White



Prairie Wheat



Ivory



Tan



Beige



Brite White



Pinewood



Ash Gray



Light Gray



Bronze



Slate Blue



Ocean Blue



Patina Green



Forest Green



Emerald Green



Brite Red



Red



Colonial Red



Burgundy



Brown



Burnished Slate



Charcoal Gray



Midnight Gray



Black



\*Copper Colored

*\*Only Available in Premium Products*

**A & K** LLC  
**BUILDERS**

RESIDENTIAL COMMERCIAL AGRICULTURAL

**262-749-9166**

[packersteve1@yahoo.com](mailto:packersteve1@yahoo.com)

W5625 Vicki Terrace, Elkhorn, WI 53121

Horse Arenas,  
Barn Resurfacing,  
Post Frame Buildings  
**STEVE AKRIGHT**

Note: Color chips show approximate tone. Color of actual product may vary. Final color approval should be made with actual material.

# CHAPTER 6

## TYPES OF CONSTRUCTION

### SECTION 601 GENERAL

**601.1 Scope.** The provisions of this chapter shall control the classification of buildings as to type of construction.

### SECTION 602 CONSTRUCTION CLASSIFICATION

**602.1 General.** Buildings and structures erected or to be erected, altered or extended in height or area shall be classified in one of the five construction types defined in Sections 602.2 through 602.5. The building elements shall have a *fire-resistance rating* not less than that specified in Table 601 and exterior walls shall have a *fire-resistance rating* not less than that specified in Table 602. Where required to have a *fire-resistance rating* by Table 601, building elements shall comply with the applicable provisions of Section 703.2. The protection of openings, ducts and air transfer openings in building elements shall not be required unless required by other provisions of this code.

**602.1.1 Minimum requirements.** A building or portion thereof shall not be required to conform to the details of a type of construction higher than that type which meets the minimum requirements based on occupancy even though certain features of such a building actually conform to a higher type of construction.

**602.2 Types I and II.** Types I and II construction are those types of construction in which the building elements listed in Table 601 are of noncombustible materials, except as permitted in Section 603 and elsewhere in this code.

**602.3 Type III.** Type III construction is that type of construction in which the exterior walls are of noncombustible materials and the interior building elements are of any material permitted by this code. *Fire-retardant-treated wood* framing complying with Section 2303.2 shall be permitted within *exterior wall* assemblies of a 2-hour rating or less.

**602.4 Type IV.** Type IV construction (Heavy Timber, HT) is that type of construction in which the exterior walls are of noncombustible materials and the interior building elements are of solid or laminated wood without concealed spaces. The

**TABLE 601  
FIRE-RESISTANCE RATING REQUIREMENTS FOR BUILDING ELEMENTS (hours)**

BUILDING ELEMENT	TYPE I		TYPE II		TYPE III		TYPE IV	TYPE V	
	A	B	A <sup>d</sup>	B	A <sup>d</sup>	B	HT	A <sup>d</sup>	B
Primary structural frame <sup>g</sup> (see Section 202)	3 <sup>a</sup>	2 <sup>a</sup>	1	0	1	0	HT	1	0
Bearing walls Exterior <sup>f, g</sup>	3	2	1	0	2	2	2	1	0
Interior	3 <sup>a</sup>	2 <sup>a</sup>	1	0	1	0	1/HT	1	0
Nonbearing walls and partitions Exterior	See Table 602								
Nonbearing walls and partitions Interior <sup>e</sup>	0	0	0	0	0	0	See Section 602.4.6	0	0
Floor construction and secondary members (see Section 202)	2	2	1	0	1	0	HT	1	0
Roof construction and secondary members (see Section 202)	1½ <sup>b</sup>	1 <sup>b, c</sup>	1 <sup>b, c</sup>	0 <sup>c</sup>	1 <sup>b, c</sup>	0	HT	1 <sup>b, c</sup>	0

For SI: 1 foot = 304.8 mm.

- a. Roof supports: Fire-resistance ratings of primary structural frame and bearing walls are permitted to be reduced by 1 hour where supporting a roof only.
- b. Except in Group F-1, H, M and S-1 occupancies, fire protection of structural members shall not be required, including protection of roof framing and decking where every part of the roof construction is 20 feet or more above any floor immediately below. Fire-retardant-treated wood members shall be allowed to be used for such unprotected members.
- c. In all occupancies, heavy timber shall be allowed where a 1-hour or less fire-resistance rating is required.
- d. An approved automatic sprinkler system in accordance with Section 903.3.1.1 shall be allowed to be substituted for 1-hour fire-resistance-rated construction, provided such system is not otherwise required by other provisions of the code or used for an allowable area increase in accordance with Section 506.3 or an allowable height increase in accordance with Section 504.2. The 1-hour substitution for the fire resistance of exterior walls shall not be permitted.
- e. Not less than the fire-resistance rating required by other sections of this code.
- f. Not less than the fire-resistance rating based on fire separation distance (see Table 602).
- g. Not less than the fire-resistance rating as referenced in Section 704.10

details of Type IV construction shall comply with the provisions of this section. *Fire-retardant-treated wood* framing complying with Section 2303.2 shall be permitted within exterior wall assemblies with a 2-hour rating or less. Minimum solid sawn nominal dimensions are required for structures built using Type IV construction (HT). For glued-laminated members the equivalent net finished width and depths corresponding to the minimum nominal width and depths of solid sawn lumber are required as specified in Table 602.4.

**602.4.1 Columns.** Wood columns shall be sawn or glued laminated and shall not be less than 8 inches (203 mm), nominal, in any dimension where supporting floor loads and not less than 6 inches (152 mm) nominal in width and not less than 8 inches (203 mm) nominal in depth where supporting roof and ceiling loads only. Columns shall be continuous or superimposed and connected in an *approved* manner.

**602.4.2 Floor framing.** Wood beams and girders shall be of sawn or glued-laminated timber and shall be not less than 6 inches (152 mm) nominal in width and not less than 10 inches (254 mm) nominal in depth. Framed sawn or glued-laminated timber arches, which spring from the floor line and support floor loads, shall be not less than 8 inches (203 mm) nominal in any dimension. Framed timber trusses

supporting floor loads shall have members of not less than 8 inches (203 mm) nominal in any dimension.

**602.4.3 Roof framing.** Wood-frame or glued-laminated arches for roof construction, which spring from the floor line or from grade and do not support floor loads, shall have members not less than 6 inches (152 mm) nominal in width and have not less than 8 inches (203 mm) nominal in depth for the lower half of the height and not less than 6 inches (152 mm) nominal in depth for the upper half. Framed or glued-laminated arches for roof construction that spring from the top of walls or wall abutments, framed timber trusses and other roof framing, which do not support floor loads, shall have members not less than 4 inches (102 mm) nominal in width and not less than 6 inches (152 mm) nominal in depth. Spaced members shall be permitted to be composed of two or more pieces not less than 3 inches (76 mm) nominal in thickness where blocked solidly throughout their intervening spaces or where spaces are tightly closed by a continuous wood cover plate of not less than 2 inches (51 mm) nominal in thickness secured to the underside of the members. Splice plates shall be not less than 3 inches (76 mm) nominal in thickness. Where protected by *approved* automatic sprinklers under the roof deck, framing members shall be not less than 3 inches (76 mm) nominal in width.

**TABLE 602**  
**FIRE-RESISTANCE RATING REQUIREMENTS FOR EXTERIOR WALLS BASED ON FIRE SEPARATION DISTANCE<sup>a, e</sup>**

FIRE SEPARATION DISTANCE = X (feet)	TYPE OF CONSTRUCTION	OCCUPANCY GROUP H <sup>f</sup>	OCCUPANCY GROUP F-1, M, S-1 <sup>g</sup>	OCCUPANCY GROUP A, B, E, F-2, I, R, S-2 <sup>g</sup> , U <sup>b</sup>
X < 5 <sup>c</sup>	All	3	2	1
5 ≤ X < 10	IA	3	2	1
	Others	2	1	1
10 ≤ X < 30	IA, IB	2	1	1 <sup>d</sup>
	IIB, VB	1	0	0
	Others	1	1	1 <sup>d</sup>
X ≥ 30	All	0	0	0

For SI: 1 foot = 304.8 mm.

- a. Load-bearing exterior walls shall also comply with the fire-resistance rating requirements of Table 601.
- b. For special requirements for Group U occupancies, see Section 406.1.2.
- c. See Section 706.1.1 for party walls.
- d. Open parking garages complying with Section 406 shall not be required to have a fire-resistance rating.
- e. The fire-resistance rating of an exterior wall is determined based upon the fire separation distance of the exterior wall and the story in which the wall is located.
- f. For special requirements for Group H occupancies, see Section 415.3.
- g. For special requirements for Group S aircraft hangars, see Section 412.4.1.

**TABLE 602.4**  
**WOOD MEMBER SIZE**

MINIMUM NOMINAL SOLID SAWN SIZE		MINIMUM GLUED-LAMINATED NET SIZE	
Width, inch	Depth, inch	Width, inch	Depth, inch
8	8	6 3/4	8 1/4
6	10	5	10 1/2
6	8	5	8 1/4
6	6	5	6
4	6	3	6 7/8

For SI: 1 inch = 25.4 mm.

**TABLE 705.8  
MAXIMUM AREA OF EXTERIOR WALL OPENINGS BASED ON FIRE SEPARATION DISTANCE AND DEGREE OF OPENING PROTECTION**

FIRE SEPARATION DISTANCE (feet)	DEGREE OF OPENING PROTECTION	ALLOWABLE AREA <sup>a</sup>
0 to less than 3 <sup>b, c</sup>	Unprotected, Nonsprinklered (UP, NS)	Not Permitted
	Unprotected, Sprinklered (UP, S) <sup>i</sup>	Not Permitted
	Protected (P)	Not Permitted
3 to less than 5 <sup>d, e</sup>	Unprotected, Nonsprinklered (UP, NS)	Not Permitted
	Unprotected, Sprinklered (UP, S) <sup>i</sup>	15%
	Protected (P)	15%
5 to less than 10 <sup>e, f</sup>	Unprotected, Nonsprinklered (UP, NS)	10% <sup>h</sup>
	Unprotected, Sprinklered (UP, S) <sup>i</sup>	25%
	Protected (P)	25%
10 to less than 15 <sup>e, f, g</sup>	Unprotected, Nonsprinklered (UP, NS)	15% <sup>h</sup>
	Unprotected, Sprinklered (UP, S) <sup>i</sup>	45%
	Protected (P)	45%
15 to less than 20 <sup>f, g</sup>	Unprotected, Nonsprinklered (UP, NS)	25%
	Unprotected, Sprinklered (UP, S) <sup>i</sup>	75%
	Protected (P)	75%
20 to less than 25 <sup>f, g</sup>	Unprotected, Nonsprinklered (UP, NS)	45%
	Unprotected, Sprinklered (UP, S) <sup>i</sup>	No Limit
	Protected (P)	No Limit
25 to less than 30 <sup>f, g</sup>	Unprotected, Nonsprinklered (UP, NS)	70%
	Unprotected, Sprinklered (UP, S) <sup>i</sup>	No Limit
	Protected (P)	No Limit
30 or greater	Unprotected, Nonsprinklered (UP, NS)	No Limit
	Unprotected, Sprinklered (UP, S) <sup>i</sup>	Not Required
	Protected (P)	Not Required

For SI: 1 foot = 304.8 mm.

UP, NS = Unprotected openings in buildings not equipped throughout with an automatic sprinkler system in accordance with Section 903.3.1.1.

UP, S = Unprotected openings in buildings equipped throughout with an automatic sprinkler system in accordance with Section 903.3.1.1.

P = Openings protected with an opening protective assembly in accordance with Section 705.8.2.

a. Values indicated are the percentage of the area of the exterior wall, per story.

b. For the requirements for fire walls of buildings with differing heights, see Section 706.6.1.

c. For openings in a fire wall for buildings on the same lot, see Section 706.8.

d. The maximum percentage of unprotected and protected openings shall be 25 percent for Group R-3 occupancies.

e. Unprotected openings shall not be permitted for openings with a fire separation distance of less than 15 feet for Group H-2 and H-3 occupancies.

f. The area of unprotected and protected openings shall not be limited for Group R-3 occupancies, with a fire separation distance of 5 feet or greater.

g. The area of openings in an open parking structure with a fire separation distance of 10 feet or greater shall not be limited.

h. Includes buildings accessory to Group R-3.

i. Not applicable to Group H-1, H-2 and H-3 occupancies.

what is in the ordinances. She does not think these two blocks portray an experience. Mr. Skates noted there isn't enough presented to go on.

Skates/Hill motion to continue this item to the next meeting. Unanimously carried.

**Public Hearing and Recommendation on a Precise Implementation Plan (PIP) Application filed by Bill Henry, Kehoe-Henry & Associates, Inc. on behalf of Lake Geneva Middle School for building an accessory storage building for the existing Middle School, 600 North Bloomfield Road, Tax Key No. ZA297500001**

Bill Henry stated the Lake Geneva Middle School would like to build a 30' x 42' storage building at the southeast corner of the current Lake Geneva Middle School. It will add about 940 square feet of paving that would consist of asphalt paving on the east side and concrete paving on the west side between the proposed building and the middle school. The purpose of the building is to provide additional storage for equipment that is used in the gymnasium.

Kupsik/Hill motion to close the public hearing. Unanimously carried.

Hartz/Skates motion to recommend approval of the Precise Implementation Plan (PIP) Application filed by Bill Henry, Kehoe-Henry & Associates, Inc. on behalf of Lake Geneva Middle School for building an accessory storage building for the existing Middle School, 600 North Bloomfield Road, Tax Key No. ZA297500001 including all staff recommendations and include the affirmative findings of fact items number 1 through 6. Unanimously carried.

**Public Hearing and Recommendation on a Conditional Use Application filed by Andrew Goodman, Lake Geneva 50120, LLC, GMX Real Estate Group, LLC, 3000 Dundee Road, Suite 408, Northbrook, IL 60062 to propose a Starbucks Restaurant with a drive-up window in the approved multi-tenant building located at 281 N Edwards Blvd, Tax Key No. ZA297300001**

Andrew Goodman, 3000 Dundee Road Suite 408, Northbrook, IL, walked through the application. The restaurant would typically operate from 5:30am to 10:00 or 11:00pm based off of demand. There is a proposed seating plan and café layout that has approximately 42 seats and 18 outdoor seats, weather permitting. The drive thru requirements are at least 8 cars stacking. The drive thru lane wraps all around the property line. This initially would not be proposed as a 24 hour location at this time. Ms. Hill has received a lot of push back about a 3<sup>rd</sup> Starbucks in town. She reiterated that it is not the job of the Plan Commission to select the individual businesses but to make sure it is appropriate in planning and zoning. Mr. Hartz questioned if there is a loading area. Mr. Goodman answered the loading is typically done on pallets through the front door. Mr. Hartz also questioned if people can turn left into the building. Mr. Goodman answered there is a barrier meeting along Edwards Blvd. heading southbound, so customers would turn southbound regardless of if they were travelling east or west.

**Speaker 1**

Cindy Flower, 533 Haskins Street, questioned if patrons would enter from the right and go along the backside of the building. She questioned how someone would get out of line if someone was behind them and they grew tired of waiting. Mr. Slavney stated typically an escape lane is required, but there wasn't enough room on this site. Most Starbucks drive thrus do not have escape lanes. The issue has been reviewed and approved through the general development plan when the site plan was approved. It is not ideal and they will lose some customers because of that.

Kupsik/Hartz motion to close the public hearing. Unanimously carried.

Hill/Skates motion to recommend approval of the conditional use application filed by Andrew Goodman, Lake Geneva 50120, LLC, GMX Real Estate Group, LLC, 3000 Dundee Road, Suite 408, Northbrook, IL 60062 to propose a Starbucks Restaurant with a drive-up window in the approved multi-tenant building located at 281 N Edwards Blvd, Tax Key No. ZA297300001 to include all staff recommendations and findings of fact. Unanimously carried.

**Public Hearing and Recommendation on a Precise Implementation Plan (PIP) Application filed by Andrew Goodman, Lake Geneva 50120, LLC, GMX Real Estate Group, LLC, 300 Dundee Road, Suite 408, Northbrook, IL 60062 to amend the engineered design of the retaining wall in the northwest corner of the site located at 281 N Edwards Blvd, Tax Key No. ZA297300001**

Andrew Goodman stated they had originally come forward with a slat wall retaining wall system for this property. Since the approval of the precise implementation plan stage, they have gone out and looked at samples of this system as well as pricing and decided to come back for consideration on an architectural block wall system called a rib rock system. The

## **CONDITIONAL USE RESOLUTION 17-R09**

A resolution authorizing the issuance of a Conditional Use Permit to Andrew Goodman, Lake Geneva 50120, LLC, GMX Real Estate Group, LLC, 3000 Dundee Road, Suite 408, Northbrook, IL 60062.

WHEREAS, the City Plan Commission has considered the application of Andrew Goodman, Lake Geneva 50120, LLC, GMX Real Estate Group, LLC, 3000 Dundee Road, Suite 408, Northbrook, IL 60062; and,

WHEREAS, the City Plan Commission after giving proper notice, held a Public Hearing regarding the Conditional Use request, heard all comments regarding the matter and recommended approval of the Conditional Use adopting specific findings of fact in favor of the request and required the incorporation of certain staff recommendations.

NOW, THEREFORE, BE IT RESOLVED, that the Zoning Administrator be, and is hereby authorized, to issue a Conditional Use Permit to construct a Starbucks Restaurant with a drive-up window in the approved multi-tenant building located at 281 N Edwards Blvd, Tax Key No. ZA297300001 pursuant to the specifications contained in the application as submitted.

Granted by action of the Common Council of the City of Lake Geneva this 27th day of March, 2017.

---

Alan Kupsik, Mayor

ATTEST:

---

Sabrina Waswo, City Clerk

STAFF REPORT  
To Lake Geneva Plan Commission  
Meeting Date: March 20, 2017

Agenda Item #8.

Applicant:  
Andrew Goodman, Lake Geneva 50120 LLC

Represented by:  
Andrew Goodman  
Lake Geneva 50120, LLC  
3000 Dundee Road, Suite 408  
Northbrook, IL 60062

Request:  
281 N Edwards Blvd., Lake Geneva, WI 53147  
Proposed Conditional Use Permit for:  
1. Indoor Commercial Entertainment (Starbucks)  
2. Outdoor Dining for Starbucks  
3. In-Vehicle Sales (Drive-Up Window)  
in a previously approved Group Development

Description:

The applicant is submitting a Conditional Use Permit (CUP) to propose a Starbucks Restaurant with a drive-up window in the approved multi-tenant building located at the southeast corner of Main Street and Edwards Boulevard. The City approved a conditional use for a Group Development comprised of two multi-tenant buildings with a drive-through lane and outdoor seating area in 2016. Operating hours are typically 5:30 am to 10:30 pm every day.

Project Details from PIP Submittal dated February 14, 2017:

**Site Layout: Sheet AS1:** The proposed Starbucks would entail 2,115 square feet at the western end of the western building. A retail space of 2,030 square feet, and a landlord room of 105 square feet comprise the rest of the building. The drive-through window is proposed for the west wall of the building – in order to provide the minimum 8 cars of stacking behind the window that Starbucks requires. The site layout and general floor plan for the building is provided on Sheet AS1.

**Floor Plan:** A detailed floor plan is also provided. It depicts seating for 42 inside, and an outdoor seating area with 21 seats on the corner patio. The patio is enclosed by a black metal picket railing system, also depicted on Sheet AS1.

Action by the Plan Commission:

Recommendation to the Common Council on the proposed Conditional Use Permit (CUP):

As part of the consideration of the requested CUP, the Plan Commission is required to:

- Provide the Common Council with a *recommendation* regarding the proposed CUP;
- Include *findings* required by the Zoning Ordinance for CUPs; and,
- Provide specific suggested *requirements* to modify the project as submitted.

*Report on the Starbucks CUP continues on the next page.*

Staff Review Comments:

The proposed conditional use is fully consistent with the approved site plan for the property as a whole.

Required Plan Commission Findings on the CUP for Recommendation to the Common Council:

A proposed CUP must be reviewed by the standards, below:

- A. If, after the public hearing, the Commission wishes to recommend *approval*, then the appropriate fact finding would be all of the following:
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 the Zoning Ordinance, 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 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 one or more of the following:
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.

*Report on the Starbucks CUP continues on the next page.*

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 the Zoning Ordinance, 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 not located in an area that will be adequately served by, and will impose an undue burden on any of the 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 Recommendation on the proposed Conditional Use Permit:

1. Staff recommends that the Plan Commission recommend approval of the proposed conditional use as submitted, with the findings under A.1-6., above.
2. Staff recommends the Plan Commission adopt the *affirmative set of findings* provided above, noting that the proposal is a fully consistent with the previous development approval.
3. Finally, staff recommends that *no additional conditions of approval* be attached.

**APPLICATION FOR CONDITIONAL USE**

*City of Lake Geneva*

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

281 N. Edwards Boulevard - Wal-Mart On parcel - SEC Range 50  
& Edwards Boulevard, Lake Geneva, WI

NAME AND ADDRESS OF CURRENT OWNER:

Lake Geneva 50120, LLC c/o GMX Real Estate Group, LLC at  
3000 Dundee Road, Suite 408, Northbrook, IL 60062

TELEPHONE NUMBER OF CURRENT OWNER:

(312) 607-6418 / Andrew Goodman

NAME AND ADDRESS OF APPLICANT:

see above.

TELEPHONE NUMBER OF APPLICANT:

see above.

PROPOSED CONDITIONAL USE:

Starbucks restaurant with drive-thru operation. Project approvals for the  
buildings and site were received last November, 2016.

ZONING DISTRICT IN WHICH LAND IS LOCATED:

Planned Business Commercial Zoning District

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

Mike Colombo, JTS Architects at 450 E. Higgins Road, Suite 202, Elk Grove  
Village, IL 60007

Scott Dissilio, RTM Engineering at 715 Ridgeview Drive, McHenry, IL 60050

SHORT STATEMENT DESCRIBING ACTIVITIES TO BE CARRIED ON AT SITE:

Develop a former vacated gas station site into proposed two building phased  
restaurant and retail center to be anchored by Starbucks with drive-thru and patio.

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

DATE

2/24/2017

SIGNATURE OF APPLICANT

Andrew S. Goodman, Manager, Lake Geneva 50120, LLC

**AGREEMENT FOR SERVICES**

REIMBURSABLE BY THE PETITIONER / APPLICANT. The City may retain the services of professional consultants (including planners, engineers, architects, attorneys, environmental specialists, recreation specialists, and other experts) to assist in the City's review of a proposal coming before the Plan Commission and/or Common Council. The submittal of a development proposal application or petition by a Petitioner shall be construed as an agreement to pay for such professional review services applicable to the proposal including any finance charges that may accrue. The City may apply the charges for these services to the Petitioner. The City may delay acceptance of the application or petition as complete, or may delay final approval of the proposal, until the Petitioner pays such fees. Review fees which are applied to a Petitioner and which are not paid, may be assigned by the City as a special assessment to the subject property. Petitioner hereby expressly waives any notice and hearing requirements provided in Wis. Stats. § 66.0701 or any additions or amendments to this section. Petitioner further authorizes the City Treasurer or City Clerk to levy and collect review fees and additional fees upon the affidavit of the City Administrator or the Zoning Administrator stating that such fees are reasonable and that payment is overdue. The Petitioner shall be required to provide the City with an executed copy of the following form as a prerequisite to the processing of the development application:

Andrew S. Goodman, as applicant/petitioner for:  
Name: Lake Geneva 50120, LLC  
Address: do GMX Real Estate Group, LLC  
3000 Dundee Road, Suite 408, Northbrook, IL 60062  
Phone: (312) 607-6418

Agrees that in addition to those normal costs payable by an applicant/petitioner (e.g., filing or permit fees, publication expenses, recording fees, etc.), that in the event the action applied or petitioned for requires the City of Lake Geneva, in the judgment of its staff, to obtain additional professional service(s), (e.g., engineering, surveying, planning, legal) than would be routinely available "in house" to enable the City to properly address, take appropriate action on, or determine the same, applicant/petitioner shall reimburse the City for the costs thereof.

Dated this 24th day of February, 2017.

Andrew S. Goodman  
Printed name of Applicant/Petitioner

  
Signature of Applicant/Petitioner

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

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

**I.RECORDATION OF ADMINISTRATIVE PROCEDURES**

\_\_\_ **Pre-submittal staff meeting scheduled:**

**Date of Meeting:** \_\_\_\_\_ **Time of Meeting:** \_\_\_\_\_ **Date:** \_\_\_\_\_ **by:** \_\_\_\_\_

**Follow-up pre-submittal staff meetings scheduled for:**

\_\_\_ **Date of Meeting:** \_\_\_\_\_ **Time of Meeting:** \_\_\_\_\_ **Date:** \_\_\_\_\_ **by:** \_\_\_\_\_

\_\_\_ **Date of Meeting:** \_\_\_\_\_ **Time of Meeting:** \_\_\_\_\_ **Date:** \_\_\_\_\_ **by:** \_\_\_\_\_

\_\_\_ **Date of Meeting:** \_\_\_\_\_ **Time of Meeting:** \_\_\_\_\_ **Date:** \_\_\_\_\_ **by:** \_\_\_\_\_

\_\_\_ **Date of Meeting:** \_\_\_\_\_ **Time of Meeting:** \_\_\_\_\_ **Date:** \_\_\_\_\_ **by:** \_\_\_\_\_

\_\_\_ **Application form filed with Zoning Administrator:** **Date:** \_\_\_\_\_ **by:** \_\_\_\_\_

\_\_\_ **Application fee of \$ \_\_\_\_\_ received by Zoning Administrator:** **Date:** \_\_\_\_\_ **by:** \_\_\_\_\_

\_\_\_ **Reimbursement of professional consultant costs agreement executed:** **Date:** \_\_\_\_\_ **by:** \_\_\_\_\_

**II.APPLICATION SUBMITTAL PACKET REQUIREMENTS**

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

*Initial Packet (5 Copies to Zoning Administrator)*

*Date:* \_\_\_\_\_ *by:* \_\_\_\_\_

↓ *Draft Final Packet (1 Copy to Zoning Administrator)*

*Date:* \_\_\_\_\_ *by:* \_\_\_\_\_

↓

\_\_\_ (a) **A map of the proposed conditional use:**

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

\_\_\_ (b) **A map, such as the Land Use Plan Map, of the generalized location of the subject property in relation to the City as a whole:**



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

### III JUSTIFICATION OF THE PROPOSED CONDITIONAL USE

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

The conditional use (Starbucks) is an approved use in the zoning district and complementary to the types of uses in these types of centers.

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

The conditional use will sit in the city's regional shopping center district and is complementary to the types of uses typically found in these districts.

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?

The conditional use will not adversely impact the proposed center or nearby properties, but will create a complementary draw to facilitate business for surrounding retailers and restaurants and related users.

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 conditional use is consistent with other land uses and land use intensities in the city's regional shopping district. The proposed development is situated at the city's busiest shopping center district intersection and is located adjacent to a very busy Wal-Mart Supercenter.

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 conditional use is adequately served by existing roads and utilities that have been designed to serve the proposed center.

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?

The benefits of the proposed conditional use outweigh the potential adverse impacts of said use. A Starbucks cafe would bring customers to a former vacated gas station site that has been closed for over a decade.

**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: \_\_\_\_\_

### **LEGAL DESCRIPTION OF THE PROPERTY**

All of Lot 1 of Certified Survey Map No. 2973, being a part of the Northeast 1/4 and Northwest 1/4 of Section 31, in Township 2 North, Range 18 East, in the City of Lake Geneva, Walworth County, Wisconsin, recorded on April 21, 1998 in the Office of the Register of Deeds of Walworth County, Wisconsin in Volume 15 of Certified Survey Maps, Pages 293-295, inclusive, as Document No. 379822.

Excepting Therefrom those lands conveyed in General Warranty Deed recorded on May 27, 1986 in Volume 368 of Records at Page 903 as Document No. 129193.

Also Excepting those lands conveyed in a Warranty Deed recorded on March 21, 2002 as Document No. 504491.

Said Land being in the City of Lake Geneva, County of Walworth and State of Wisconsin.

Property Address: 281 N. Edwards Boulevard at SEC Highway 50 and Edwards Boulevard, Lake Geneva, Wisconsin.

**TO:** Mike Slavney, Vandewalle & Associates

**CC:** Mike Colombo, JTS Architects  
Scott Shust, JTS Architects  
Scott DiGilio, RTM Engineering  
Ed Goss, RTM Engineering  
Kevin Mottlowitz, GMXRE

**FROM:** Andrew Goodman, GMXRE

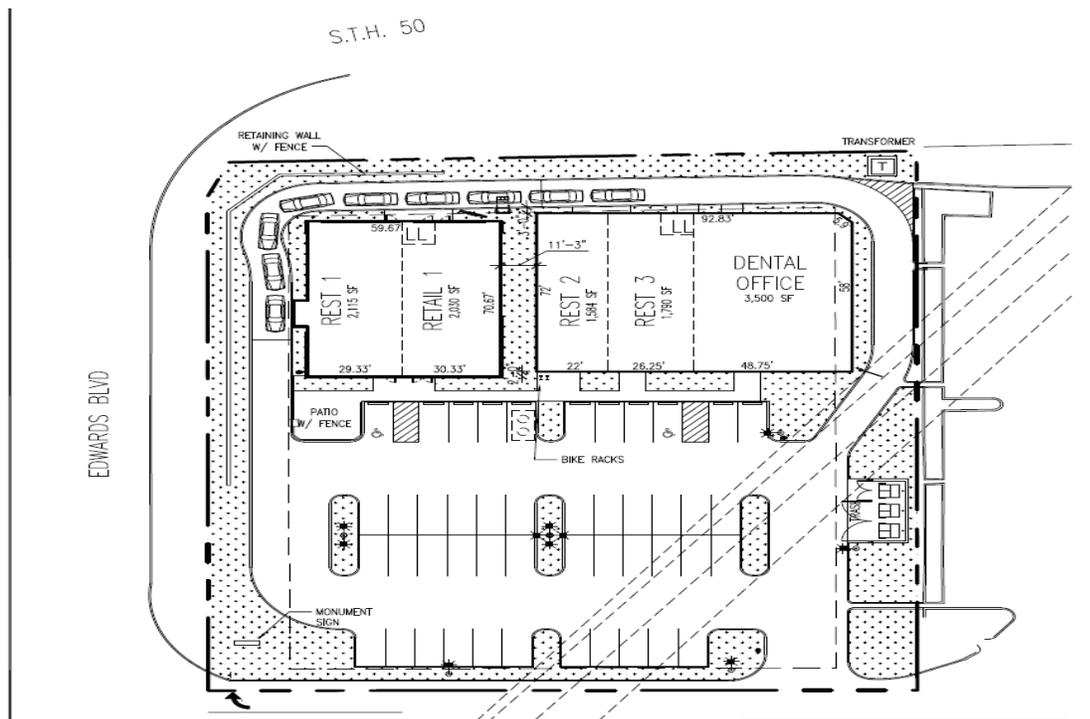
**RE:** PROPOSED STARBUCKS @ THE SHOPS AT LAKE GENEVA PROJECT  
SEC ROUTE 50 & EDWARDS BOULEVARD  
GENERAL PROJECT DESCRIPTION OF PROPOSED CONDITIONAL USE

**DATE:** February 24, 2017

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Mike,

Thank you for the opportunity to present our proposed project to you, which includes redevelopment of a former +/- 1.2 acre vacant gas station site that sits at a “main-on-main” corner at the southeast corner of Route 50 and Edwards Boulevard in front of the Wal-Mart Supercenter. The subject site has been sitting dormant since 2006 or thereabouts. As shown in our proposed site plan below, we are proposing a commercial project encompassing two buildings separated by open space with five to six tenants depending on the final lease-up of the project. We are currently in lease negotiations with one national restaurant chain (Starbucks), one national retail tenant and one national dental office.



The proposed western building encompasses +/- 4,100 sf of retail and restaurant space with a drive-through lane plus +/- 100 sf landlord room. The proposed eastern building encompasses +/- 6,880 sf of retail, restaurant and dental space plus +/- 100 sf landlord room. The total impervious area of the proposed building and site improvements encompasses +/- 75% of the subject site and pervious area of the proposed landscape improvements encompasses +/- 25% of the subject site.

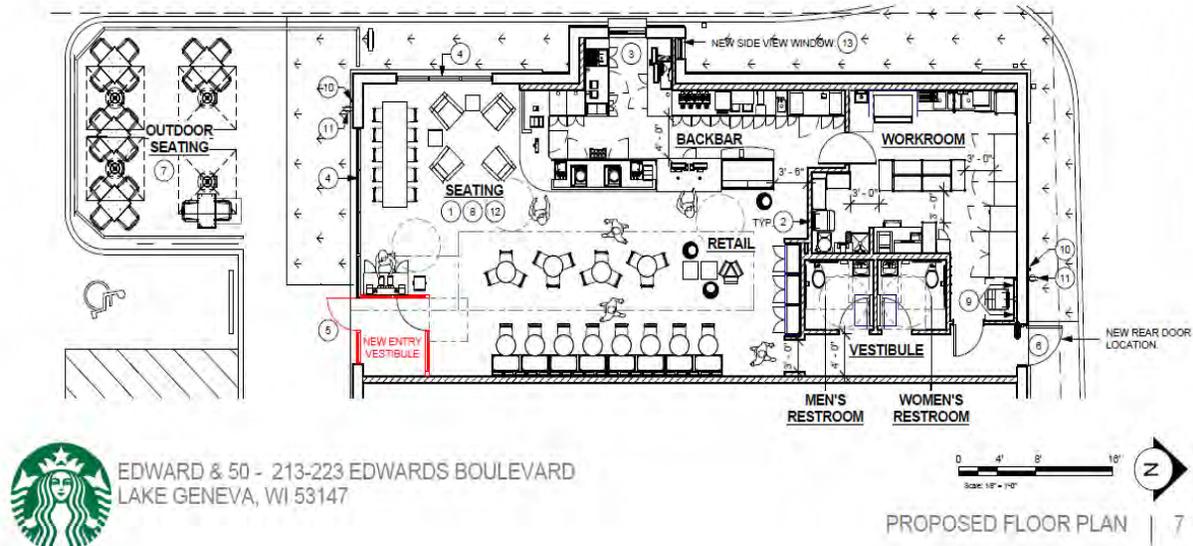
Proposed site improvements would including utility connections to the adjoining area utilities. Proposed access would include a connection to the existing Wal-Mart Supercenter ring road. Proposed landscape improvements will include indigenous trees, bushes and other landscape features typically found in the local area. An Operations & Easement Agreement ("OEA") is contemplated to govern the on-going operational activities.

It is possible that the co-tenancy of the project will change, but we are in discussions with the aforementioned potential tenants to commence construction this Spring, 2017 for Fall, 2017 openings. It is likely that the proposed western building will commence construction prior to the construction of the proposed eastern building due to the current leasing activity, so a phasing plan is being prepared to address this issue.

The project already received General Development Plan and Precise Implementation Plan approvals last year; however, the Conditional Use approval for our proposed project anchor, Starbucks, has not yet been received and will be required to launch the project's construction. We are also seeking modifications to the existing approvals, including a retaining wall redesign as shown on our proposed retaining wall rendering included in the subject conditional use approval application packet.

The proposed Starbucks would be located in +/- 2,100 the western portion of the proposed western building and would be serviced with an in-store café (see proposed layout below) as well as a drive-through window and drive-up lane, both of which are integral to the operation of Starbucks. The operation would sell various beverages including but not limited to coffee, tea, specialty drinks, fruit juices, baked goods, breakfast sandwiches, ancillary food and beverage products and retail merchandise. Specifics regarding menu items can be found at [www.starbucks.com/menu](http://www.starbucks.com/menu). Starbucks may be applying for a beer and wine license, which would be separate from the subject application request. Typical drive-through stores employ 15 – 20 employees, depending on sales volumes and customer needs.

As shown on the proposed floor layout below, the proposed in-store café would contain +/- 42 in-store café seats and +/- 18 exterior patio seats in a contained outdoor patio area defined by a railing fence. The proposed drive-through lane would be more than adequate to meet Starbucks required eight (8) car stacking requirement, which would be serviced with a drive-up window, order menu and order speaker service. The proposed hours of operation would vary depending on customer demand, but typically run from 5:30 am to 10:30 pm every day of the week.



As shown on the market aerial below, the subject site sits in the middle of the Lake Geneva regional retail corridor. In addition to the Wal-Mart Supercenter, Lake Geneva also has the premiere retail mix within Walworth County. National anchor retailers at the subject intersection of the subject site also include Home Goods, Petco, Office Max, Home Depot, Target, TJ Maxx, Jo Ann, and Best Buy. There are also several national junior retailers and convenience providers at the subject intersection, including Maurice's, Rue 21, Kay Jewelers, Sally Beauty, DaVita Dialysis, Sherwin Williams, Walgreens, Chase Bank, Mobil, Subway, Taco Bell, BP Amoco and CVS/pharmacy (located inside of the Target store). There is another commercial development site across Highway 50 that was a former Sears Hardware store, which recently opened with a Qdoba Mexican Grill, Noodles & Company and remaining in-line available space for lease.

The subject site sits in the Planned Business ("PB") Commercial Zoning District that is intended to permit large and small scale commercial development which is compatible with the desired overall community character of the area in general. A wide range of office, retail, restaurant and lodging land uses are permitted within this district and this district is intended to provide the principal zoning district for commercial development.

In summary, we believe that the subject development would bring "new life" to an otherwise blighted lot located in your prime commercial development district. We also believe that the addition of a Starbucks with an outdoor patio area and drive-through facility would be a welcomed and strong anchor for the subject development.

We look forward to continuing to work with you and your staff at bringing this excitement project to fruition. And thank you for your consideration regarding this matter.

PROPOSED STARBUCKS @ THE SHOPS AT LAKE GENEVA PROJECT  
SEC ROUTE 50 & EDWARDS BOULEVARD  
PROPOSED CONDITIONAL USE PROJECT DESCRIPTION  
February 24, 2017  
Page 4



# SCOPE OF WORK

1. NEW BUILDING SHELL (LL) & INTERIOR FIT OUT (SB)
2. NEW INTERIOR PARTITIONS AS SHOWN (SB)
3. NEW DRIVE THRU BUMP OUT, INCLUDING DT WINDOW, AIR CURTAIN, WINDOW SHELF & AWNING (4'-0" MIN.) (LL)
4. NEW STOREFRONT (LL)
5. NEW 36" STOREFRONT DOOR LOCATION (LL)
6. NEW 42" SECURITY DOOR LOCATION (LL)
7. NEW STARBUCKS PATIO & RAILING (LL)
8. NEW UTILITY SERVICE (GAS, WATER, ELECTRIC, SEWER) BUILDING ENVELOPE, INCLUDING ALL UNDERSLAB WORK (LL)

9. NEW ELECTRIC PANELS (LL)
10. NEW HOSE BIBB (LL)
11. NEW OUTDOOR ELECTRIC DUPLEX (LL)
12. NEW REINFORCED CONC. FLOOR SLAB (LL)
13. NEW SIDE VIEW WINDOW. (LL)

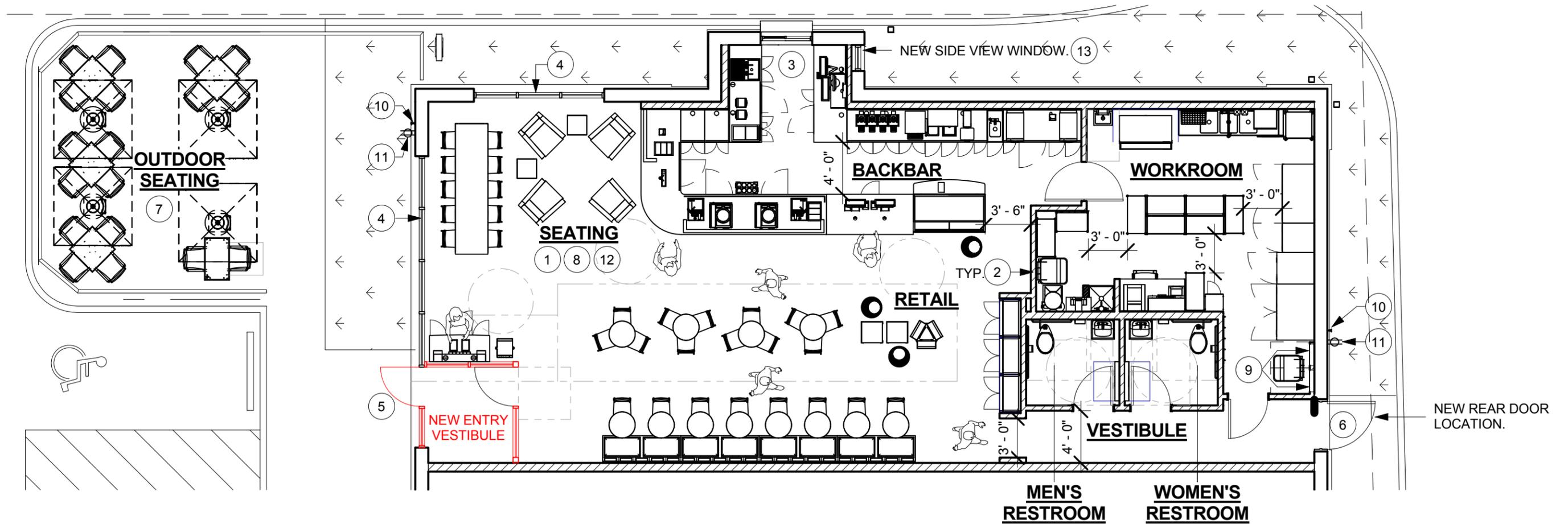
# SEATING

PROPOSED

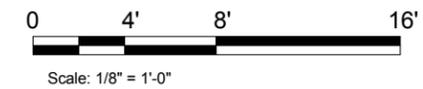
INTERIOR:	42
EXTERIOR:	18
TOTAL STORE AREA:	2,082 SQ. FT.

# TEST FIT LEGEND

- DEMOLISHED
- NEW



EDWARD & 50 - 213-223 EDWARDS BOULEVARD  
LAKE GENEVA, WI 53147



PROPOSED FLOOR PLAN



what is in the ordinances. She does not think these two blocks portray an experience. Mr. Skates noted there isn't enough presented to go on.

Skates/Hill motion to continue this item to the next meeting. Unanimously carried.

**Public Hearing and Recommendation on a Precise Implementation Plan (PIP) Application filed by Bill Henry, Kehoe-Henry & Associates, Inc. on behalf of Lake Geneva Middle School for building an accessory storage building for the existing Middle School, 600 North Bloomfield Road, Tax Key No. ZA297500001**

Bill Henry stated the Lake Geneva Middle School would like to build a 30' x 42' storage building at the southeast corner of the current Lake Geneva Middle School. It will add about 940 square feet of paving that would consist of asphalt paving on the east side and concrete paving on the west side between the proposed building and the middle school. The purpose of the building is to provide additional storage for equipment that is used in the gymnasium.

Kupsik/Hill motion to close the public hearing. Unanimously carried.

Hartz/Skates motion to recommend approval of the Precise Implementation Plan (PIP) Application filed by Bill Henry, Kehoe-Henry & Associates, Inc. on behalf of Lake Geneva Middle School for building an accessory storage building for the existing Middle School, 600 North Bloomfield Road, Tax Key No. ZA297500001 including all staff recommendations and include the affirmative findings of fact items number 1 through 6. Unanimously carried.

**Public Hearing and Recommendation on a Conditional Use Application filed by Andrew Goodman, Lake Geneva 50120, LLC, GMX Real Estate Group, LLC, 3000 Dundee Road, Suite 408, Northbrook, IL 60062 to propose a Starbucks Restaurant with a drive-up window in the approved multi-tenant building located at 281 N Edwards Blvd, Tax Key No. ZA297300001**

Andrew Goodman, 3000 Dundee Road Suite 408, Northbrook, IL, walked through the application. The restaurant would typically operate from 5:30am to 10:00 or 11:00pm based off of demand. There is a proposed seating plan and café layout that has approximately 42 seats and 18 outdoor seats, weather permitting. The drive thru requirements are at least 8 cars stacking. The drive thru lane wraps all around the property line. This initially would not be proposed as a 24 hour location at this time. Ms. Hill has received a lot of push back about a 3<sup>rd</sup> Starbucks in town. She reiterated that it is not the job of the Plan Commission to select the individual businesses but to make sure it is appropriate in planning and zoning. Mr. Hartz questioned if there is a loading area. Mr. Goodman answered the loading is typically done on pallets through the front door. Mr. Hartz also questioned if people can turn left into the building. Mr. Goodman answered there is a barrier meeting along Edwards Blvd. heading southbound, so customers would turn southbound regardless of if they were travelling east or west.

**Speaker 1**

Cindy Flower, 533 Haskins Street, questioned if patrons would enter from the right and go along the backside of the building. She questioned how someone would get out of line if someone was behind them and they grew tired of waiting. Mr. Slavney stated typically an escape lane is required, but there wasn't enough room on this site. Most Starbucks drive thrus do not have escape lanes. The issue has been reviewed and approved through the general development plan when the site plan was approved. It is not ideal and they will lose some customers because of that.

Kupsik/Hartz motion to close the public hearing. Unanimously carried.

Hill/Skates motion to recommend approval of the conditional use application filed by Andrew Goodman, Lake Geneva 50120, LLC, GMX Real Estate Group, LLC, 3000 Dundee Road, Suite 408, Northbrook, IL 60062 to propose a Starbucks Restaurant with a drive-up window in the approved multi-tenant building located at 281 N Edwards Blvd, Tax Key No. ZA297300001 to include all staff recommendations and findings of fact. Unanimously carried.

**Public Hearing and Recommendation on a Precise Implementation Plan (PIP) Application filed by Andrew Goodman, Lake Geneva 50120, LLC, GMX Real Estate Group, LLC, 300 Dundee Road, Suite 408, Northbrook, IL 60062 to amend the engineered design of the retaining wall in the northwest corner of the site located at 281 N Edwards Blvd, Tax Key No. ZA297300001**

Andrew Goodman stated they had originally come forward with a slat wall retaining wall system for this property. Since the approval of the precise implementation plan stage, they have gone out and looked at samples of this system as well as pricing and decided to come back for consideration on an architectural block wall system called a rib rock system. The

wall is approximately 200 feet long. It runs 0 to 6 feet high. The system is similar to Legos, as they are stacked on notches. Mr. Slavney feels it is a fine alternative and is more attractive.

Kupsik/Skates motion to close the public hearing. Unanimously carried.

Kupsik/Frederick motion to approve the Precise Implementation Plan (PIP) Application filed by Andrew Goodman, Lake Geneva 50120, LLC, GMX Real Estate Group, LLC, 300 Dundee Road, Suite 408, Northbrook, IL 60062 to amend the engineered design of the retaining wall in the northwest corner of the site located at 281 N Edwards Blvd, Tax Key No. ZA297300001 to include all staff recommendations, findings of fact, and the ornamental fence previously approved. Unanimously carried.

**Public Hearing and Recommendation on a Proposed Certified Survey Map (CSM) Application filed by Ryan Wilgreen, Excel Engineering, Inc., 100 Camelot Drive, Fond du Lac, WI 54935 on behalf of Brunk Industries for a Lot Combination to create a single parcel for the Brunk Industries campus on 8.28 acres located at 1225 Sage Street, Tax Key No. ZGC00006**

Eric Drazkowski, spoke on behalf of Excel Engineering who worked on the architectural and site plans along with the surveying. The CSM for this project needed to combine all of the lots into one. There were 24 lots associated here. It included portions of Grove, Waverly, and Crawford along with the alleyways. The goal is to consolidate all the properties into one clean CSM to create one overall campus property.

Kupsik/Hill motion to close the public hearing. Unanimously carried.

Skates/Kupsik motion to approve the Proposed Certified Survey Map (CSM) Application filed by Ryan Wilgreen, Excel Engineering, Inc., 100 Camelot Drive, Fond du Lac, WI 54935 on behalf of Brunk Industries for a Lot Combination to create a single parcel for the Brunk Industries campus on 8.28 acres located at 1225 Sage Street, Tax Key No. ZGC00006 to include all staff recommendations. Unanimously carried.

**Public Hearing and Recommendation on a General Development Plan (GDP) Application filed by Eric Drazkowski, P.E., 100 Camelot Drive, Fond du Lac, WI 54935 on behalf of Brunk Industries to amend an existing Planned Development on the Brunk Industries campus to accommodate a Second Manufacturing Building on approximately 8.28 acres located east of the current building on the south side of Sheridan Springs Road, just east of 1225 Sage Street, Tax Key No. ZGC00006**

Eric Drazkowski, Excel Engineering, 100 Camelot Drive, Fond du Lac, WI, stated the proposed building is 45,700 square feet with a loading dock on the southeast corner. There will be salvage metal stored internally on the south side as well. Parking will be located on a portion of the west, north, and east. The drive access for the trucks will be shared with the vehicles on the east. The maneuvering area for this will be on the south. Storm water will be handled on site with a wet pond located in the northwest corner. The difference between this plan and the one previously seen is that there was a meeting regarding the environmental corridor. On the west side a line was delineated to keep impervious improvements out such as retaining walls, buildings, and pavement. The corridor on the west of the line is for grading and storm water. Previously, the west road looped around on the west side and connected to the south. The Fire Department has been contacted and deemed it is acceptable. The building materials will match the existing building. The wetland delineation for the site has been submitted and accepted. They are in queue to have that concurred with as soon as the growing season starts. He is seeking approval contingent upon DNR concurrence of the wetland delineation. He also requested the flexibilities listed in the packet. Mr. Slavney added he agrees with the characterization of tree preservation.

Kupsik/Hartz motion to close the public hearing. Unanimously carried.

Kupsik/Hill motion to approve the General Development Plan (GDP) Application filed by Eric Drazkowski, P.E., 100 Camelot Drive, Fond du Lac, WI 54935 on behalf of Brunk Industries to amend an existing Planned Development on the Brunk Industries campus to accommodate a Second Manufacturing Building on approximately 8.28 acres located east of the current building on the south side of Sheridan Springs Road, just east of 1225 Sage Street, Tax Key No. ZGC00006 to include all staff recommendations, findings of fact, changes made by the applicant, the six areas of flexibility, and contingent upon DNR approval. Ms. Hill questioned if the wetland will split the campus in two. Mr. Drazkowski confirmed that it would. Unanimously carried.

STAFF REPORT  
To Lake Geneva Plan Commission  
Meeting Date: March 20, 2017

Agenda Item #9.

Applicant:

Andrew Goodman, Lake Geneva 50120 LLC

Represented by:

Andrew Goodman  
Lake Geneva 50120, LLC  
3000 Dundee Road, Suite 408  
Northbrook, IL 60062

Request:

281 N Edwards Blvd., Lake Geneva, WI 53147  
Proposed Precise Implementation Plan amendment  
for The Shops at Lake Geneva  
to amend the engineered design of the  
Retaining Wall in the northwest corner  
of the site

Description:

The applicant is requesting to amend the Precise Implementation Plan (PIP) to revise the engineered design of the retaining wall that was previously approved for the multi-tenant building located at the southeast corner of Main Street and Edwards Boulevard. In order to fully contain the retaining wall improvements on-site, the design of both ends of the wall need to be changed to employ a segmented block wall. The previously approved “pile and plank” wall design will be retained for the middle portion of the wall. This change requires a PIP amendment, because the retaining wall was an integral part of granting setback flexibilities for the site related to the five foot pavement setback that is typically required.

The proposed PIP amendment is consistent with the General Development Plan (GDP) approved by the City for this project, with the proposed wall remaining in essentially the same location. The proposed PIP amendment varies from the currently approved PIP only in the use of the segmented block wall design at each end of the wall

Project Details from PIP Submittal dated November 30, 2016:

**Geometric Plan: Sheet C3:** Sheet C3 most clearly depicts and describes the location of the segmented block wall section. Please see the call-out notes. Where the “pile-and-plank” wall will be used, the retaining wall is depicted by the heavy black line. At each end of the wall, a cross-hatched line depicts where the segmented block construction will be used. This amendment does not affect the site layout.

Relation to Base Zoning Standards:

All Planned Developments must explicitly identify any flexibilities being requested from base zoning standards in the most comparable regular zoning district. However, in this instance, the proposed PIP amendment retains the same relationship to zoning requirements as was granted last year.

*Report on The Shops at Lake Geneva PIP continues on the next page.*

Action by the Plan Commission:

Recommendation to the Common Council on the proposed Precise Implementation Plan (PIP):

As part of the consideration of the requested Planned Development / Precise Implementation Plan step, the Plan Commission is required to:

- Provide the Common Council with a *recommendation* regarding the proposed PIP;
- Include *findings* required by the Zoning Ordinance for PIPs; and,
- Provide specific suggested *requirements* to modify the project as submitted.

Staff Review Comments:

The City Staff review indicated strong support for this practical solution.

Required Plan Commission Findings on the PIP for Recommendation to the Common Council:

A proposed PIP must be reviewed by the standards for Conditional Use Permits, below:

- A. If, after the public hearing, the Commission wishes to recommend *approval*, then the appropriate fact finding would be all of the following:
1. In general, the proposed PIP is in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
  2. Specific to this site, the proposed PIP is in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
  3. The proposed PIP 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 the Zoning Ordinance, 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 PIP 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 PIP is 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.
  6. The potential public benefits of the proposed PIP 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.

*Report on The Shops at Lake Geneva PIP continues on the next page.*

- B. If, after the public hearing, the Commission wishes to recommend denial, then the appropriate fact finding would be one or more of the following:
1. In general, the proposed PIP is not in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
  2. Specific to this site, the proposed PIP is not in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
  3. The proposed PIP 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 the Zoning Ordinance, 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 PIP 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 PIP is not located in an area that will be adequately served by, and will impose an undue burden on any of the improvements, facilities, utilities or services provided by public agencies serving the subject property.
  6. The potential public benefits of the proposed PIP 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 Recommendation on the proposed Precise Implementation Plan:

1. Staff recommends that the Plan Commission recommend *approval* of the PIP as submitted.
2. Staff recommends the Plan Commission adopt the *affirmative set of findings* provided above, noting that the proposal is a change in retaining wall materials and techniques to better fit the site.
3. Finally, staff recommends that *no additional conditions of approval* be attached.

**APPLICATION FOR ZONING MAP AMENDMENT FOR PLANNED DEVELOPMENT  
ZONING INCLUDING GENEVRAL DEVELOPMENT PLAN APPROVAL (PD/GDP) AND  
ONE PRECISE IMPLEMENTATION PLAN APPROVAL (PD/PIP)**

Name of Applicant: Andrew Goodman - Lake Geneva 50120, LLC

Address of Applicant: c/o GMX Real Estate Group, LLC

3000 Dundee Rd. Suite 408

Northbrook, IL 60062

Telephone No. ( 312 ) 607-6418

Fax and/or email: ( ) asg@gmxre.com

Name of Owner: Lake Geneva 50120, LLC

Address of Owner: c/o GMX Real Estate Group, LLC

3000 Dundee Rd. Suite 408

Northbrook, IL 60062

Telephone No. ( 312 ) 607-6418

Fax and/or email: ( ) asg@gmxre.com

Subject property address and/or complete legal description (use attached sheet if necessary):

See Included Legal Description

Current Zoning District: Planned Business Commercial Zoning District

*Fee of \$750.00 payable upon filing application.*

2/24/2017  
Date

  
Andrew S. Goodman  
Signature of Applicant  
Manager, Lake Geneva 50120, LLC

## AGREEMENT FOR SERVICES

REIMBURSABLE BY THE PETITIONER / APPLICANT. The City may retain the services of professional consultants (including planners, engineers, architects, attorneys, environmental specialists, recreation specialists, and other experts) to assist in the City's review of a proposal coming before the Plan Commission and/or Common Council. The submittal of a development proposal application or petition by a Petitioner shall be construed as an agreement to pay for such professional review services applicable to the proposal including any finance charges that may accrue. The City may apply the charges for these services to the Petitioner. The City may delay acceptance of the application or petition as complete, or may delay final approval of the proposal, until the Petitioner pays such fees. Review fees which are applied to a Petitioner and which are not paid, may be assigned by the City as a special assessment to the subject property. Petitioner hereby expressly waives any notice and hearing requirements provided in Wis. Stats. § 66.0701 or any additions or amendments to this section. Petitioner further authorizes the City Treasurer or City Clerk to levy and collect review fees and additional fees upon the affidavit of the City Administrator or the Zoning Administrator stating that such fees are reasonable and that payment is overdue. The Petitioner shall be required to provide the City with an executed copy of the following form as a prerequisite to the processing of the development application:

Andrew Goodman, as applicant/petitioner for:

Name: Lake Geneva 50120, LLC  
Address: c/o GMX Real Estate Group, LLC  
3000 Dundee Rd. Suite 408, Northbrook, IL 60062  
Phone: 312 607-6418

Agrees that in addition to those normal costs payable by an applicant/petitioner (e.g., filing or permit fees, publication expenses, recording fees, etc.), that in the event the action applied or petitioned for requires the City of Lake Geneva, in the judgment of its staff, to obtain additional professional service(s), (e.g., engineering, surveying, planning, legal) than would be routinely available "in house" to enable the City to properly address, take appropriate action on, or determine the same, applicant/petitioner shall reimburse the City for the costs thereof.

Dated this 24th day of February, 2007.

Andrew S. Goodman, Manager, Lake Geneva 50120, LLC  
Printed name of Applicant/Petitioner

  
Signature of Applicant/Petitioner

### **LEGAL DESCRIPTION OF THE PROPERTY**

All of Lot 1 of Certified Survey Map No. 2973, being a part of the Northeast 1/4 and Northwest 1/4 of Section 31, in Township 2 North, Range 18 East, in the City of Lake Geneva, Walworth County, Wisconsin, recorded on April 21, 1998 in the Office of the Register of Deeds of Walworth County, Wisconsin in Volume 15 of Certified Survey Maps, Pages 293-295, inclusive, as Document No. 379822.

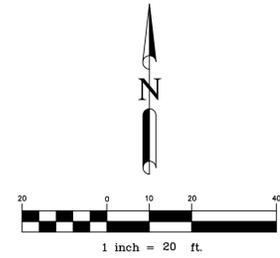
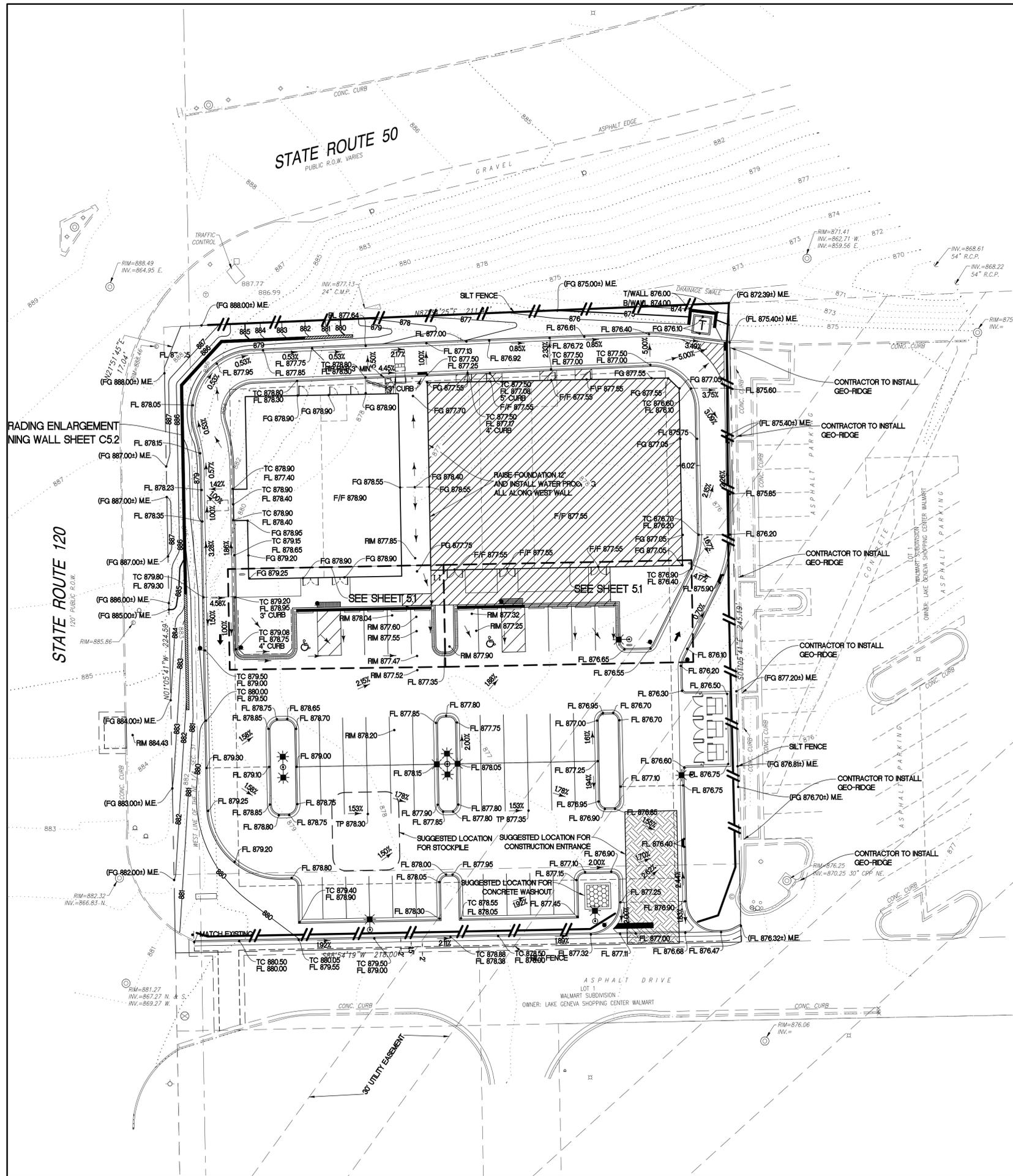
Excepting Therefrom those lands conveyed in General Warranty Deed recorded on May 27, 1986 in Volume 368 of Records at Page 903 as Document No. 129193.

Also Excepting those lands conveyed in a Warranty Deed recorded on March 21, 2002 as Document No. 504491.

Said Land being in the City of Lake Geneva, County of Walworth and State of Wisconsin.

Property Address: 281 N. Edwards Boulevard at SEC Highway 50 and Edwards Boulevard, Lake Geneva, Wisconsin.





**LEGEND**

	50' X 20' CONSTRUCTION ENTRANCE, SEE DETAILS. (TRACKING PAD)
	SILT FENCE, SEE DETAILS.
	CONCRETE WASHOUT FACILITY

**SOIL EROSION AND SEDIMENT CONTROL NOTES:**

- ALL EROSION CONTROL MEASURES SHALL BE INSTALLED PRIOR TO CONSTRUCTION.
- INLET PROTECTION SHALL BE INSTALLED AT EACH DRAINAGE STRUCTURE THAT ACCEPTS WATER ONCE THAT STRUCTURE IS ABLE TO RECEIVE WATER.
- ALL ROADS INCLUDING ADJACENT ROADWAYS, SWALES, DRAINAGE STRUCTURES, MANHOLES AND PIPES MUST BE KEPT CLEAN AND FREE OF DIRT, SILT AND DEBRIS AT ALL TIMES.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR FIELD ADJUSTING THE LOCATION OF THE EROSION MEASURES TO ACCOMMODATE CONSTRUCTION ACTIVITIES. RELOCATED MEASURES SHALL BE PLACED TO PREVENT SILT FROM RUNNING OFF THE SITE OR INTO FINISHED GRADED AREAS. MEASURES SHALL BE RELOCATED BACK TO ORIGINAL LOCATION AS NECESSARY AFTER CONSTRUCTION ACTIVITY IN THE EFFECTED AREA IS COMPLETED.
- AFTER PERMANENT GROUND COVER IS ESTABLISHED THROUGHOUT THE SITE, THE ACCUMULATED SEDIMENT SHALL BE REMOVED FROM COLLECTION AREAS, AND ALL STORM SEWER PIPES AND STRUCTURES.
- SEE LANDSCAPE PLANS FOR PERMANENT VEGETATION REQUIREMENTS.
- ALTA/ACSM LAND TITLE SURVEY PREPARED BY CHAPUT LAND SURVEYS, LLC. DATED MAY 10, 2016.
- TEMPORARY STOCKPILE SHALL BE SEEDED IF UNDISTURBED FOR MORE THAN 14 DAYS.
- ALL ACCESS TO AND FROM THE CONSTRUCTION SITE IS RESTRICTED TO THE CONSTRUCTION ENTRANCE.
- ALL TEMPORARY AND PERMANENT EROSION AND SEDIMENT CONTROL PRACTICES MUST BE MAINTAINED AND REPAIRED AS NEEDED TO ASSURE EFFECTIVE PERFORMANCE OF THEIR INTENDED FUNCTION.
- MAJOR AMENDMENTS OF THE SITE DEVELOPMENT OR EROSION AND SEDIMENTATION CONTROL PLANS SHALL BE SUBMITTED TO THE DEPARTMENT OF COMMUNITY DEVELOPMENT TO BE APPROVED IN THE SAME MANNER AS THE ORIGINAL PLANS.
- ANY SEDIMENT REACHING A PUBLIC OR PRIVATE ROAD SHALL BE REMOVED BY SHOVELING OR STREET CLEANING (NOT FLUSHING) BEFORE THE END OF EACH WORKDAY AND TRANSPORTED TO A CONTROLLED SEDIMENT DISPOSAL.
- ALL TEMPORARY EROSION AND SEDIMENT CONTROL MEASURES SHALL BE DISPOSED OF WITHIN 30 DAYS AFTER THE FINAL SITE STABILIZATION IS ACHIEVED WITH PERMANENT SOIL STABILIZATION MEASURES.
- DISTURBED AREAS SHALL BE STABILIZED WITH TEMPORARY OR PERMANENT MEASURES WITHIN 7 CALENDAR DAYS FOLLOWING THE END OF ACTIVE DISTURBANCE OR REDISTURBANCE.
- IF DEWATERING DEVICES ARE USED, DISCHARGE LOCATIONS SHALL BE PROTECTED FROM EROSION. ALL PUMPED DISCHARGES SHALL BE ROUTED THROUGH APPROPRIATELY DESIGNED SEDIMENT TRAPS OR BASINS.
- THE CONTRACTOR SHALL TAKE THE NECESSARY STEPS TO CONTROL WASTE SUCH AS DISCARDED BUILDING MATERIALS, CONCRETE TRUCK WASHOUT, CHEMICALS, LITTER AND SANITARY WASTE AT THE CONSTRUCTION SITE THAT MAY CAUSE ADVERSE IMPACTS TO WATER QUALITY.
- ALL STORM SEWER FRAMES AND GRATES/LIDS SHALL BE MARKED WITH "DUMP NO WASTE" AND "DRAINS TO CREEK".
- A NOTICE OF INTENT MUST BE SUBMITTED TO THE NPDES PERMITTING AUTHORITY AND POSTMARKED AT LEAST 30 DAYS BEFORE COMMENCEMENT OF ANY WORK ON-SITE FOR ALL CONSTRUCTION SITES OVER AN ACRE. INCLUDED IN THE NOI SHALL BE THE STORMWATER POLLUTION PREVENTION PLAN (SWPPP), WHICH INCLUDES THE APPROPRIATE BMP'S TO MINIMIZE THE DISCHARGE OF POLLUTANTS FROM THE CONSTRUCTION SITE.
- AN INCIDENT OF NON-COMPLIANCE (ION) MUST BE COMPLETED AND SUBMITTED TO WDNR IF, AT ANY TIME, AN EROSION OR SEDIMENT CONTROL DEVICES FAILS.
- A NOTICE OF TERMINATION (NOT) MUST BE COMPLETED AND SUBMITTED TO THE WDNR WHEN ALL PERMANENT EROSION CONTROL MEASURES ARE IN PLACE WITH A 70% ESTABLISHMENT OF VEGETATION. CONTRACTOR TO INCLUDE MIN. 3" RIP RAP AT BUILDING'S ABOVE GROUND PRIMARY STORM PIPE POINT OF DISCHARGE.

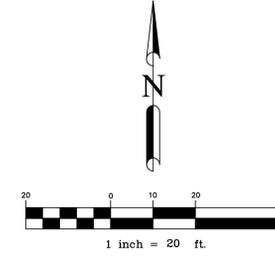
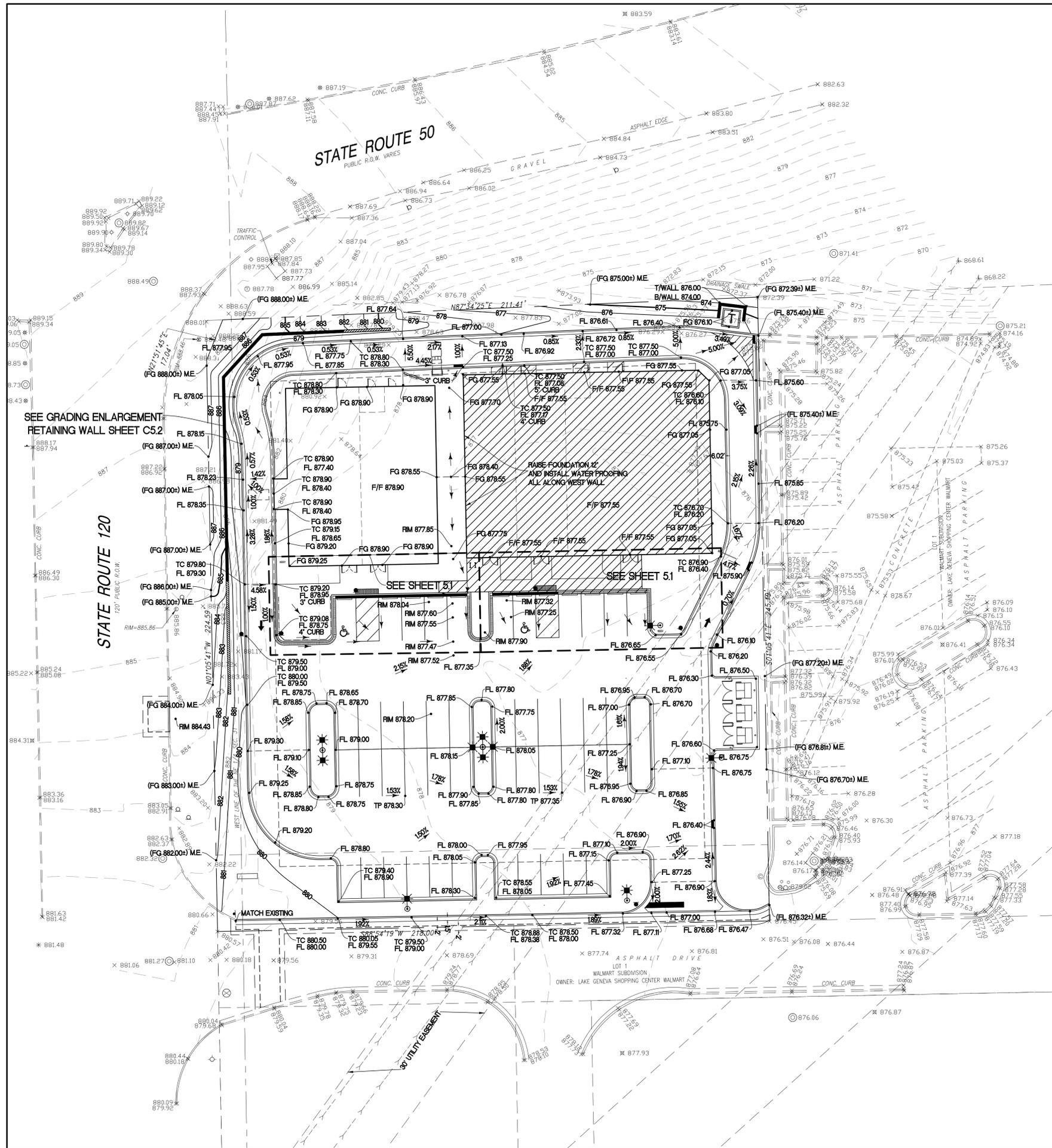
CONSTRUCTION SEQUENCE AND RESPONSIBLE CONTRACTOR	GRADING CONTRACTOR	UNDERGROUND CONTRACTOR	PAVING CONTRACTOR	LANDSCAPE CONTRACTOR
1. INSTALL SEDIMENT CONTROL MEASURES -DITCH CHECKS -EROSION CONTROL FENCE -SEDIMENT BASIN -STABILIZED CONSTRUCTION ENTRANCE -TEMPORARY SWALES -SPECIFIED STORM SEWER LINES				
2. GRADE SITE/STOCKPILE TOPSOIL				
3. INSTALL STORMWATER MANAGEMENT MEASURES -STORM SEWER -SEDIMENT TRAP (INLET PROTECTION) -DITCH/SWALES				
4. TEMPORARY VEGETATIVE STABILIZATION -CONTROL MEASURES -TEMPORARY SEEDING -DITCH/SWALES				
5. INSTALL ROAD SUBGRADE -AGGREGATE COVER				
6. SITE CONSTRUCTION WORK -CURB AND CUTTER -PAVING (WALKS & BIKEPATHS)				
7. VEGETATIVE COVER ON ALL AREAS TO BE EXPOSED LONGER THAN 60 DAYS -TEMPORARY SEEDING				
8. SURFACE ROADS -PAVING				
9. PERMANENT VEGETATIVE STABILIZATION OF ALL EXPOSED AREAS -PERMANENT SEEDING -SODDING				
10. INSTALL PERMANENT LANDSCAPING				
11. PERFORM CONTINUING MAINTENANCE				



EXPIRES 11-30-2017

PROJECT NAME	THE SHOPS AT LAKE GENEVA
PROJECT No.	15.GMX.009
SHEET No.	C6
PROJECT ADDRESS	281 NORTH EDWARDS BLVD., LAKE GENEVA, WI
CONTRACTOR	NOT FOR CONSTRUCTION
DATE	10/27/16
DESCRIPTION	ISSUED FOR REVIEW
NO.	

715 Ridgeview Drive, McHenry, IL 60050 T:815.578.0200 www.rtmassociates.com



**LEGEND**

1 FOOT CONTOUR		EXISTING		PROPOSED
5 FOOT CONTOUR				
SURFACE ELEVATION	x 0.00			
RECORD SURFACE ELEVATION	x 0.00			
DIRECTION OF FLOW				
OVERLAND OVERFLOW				
CATCH BASIN / INLET				
MANHOLE				
WATERMAIN VALVE				
SAWCUT LINE				
RIDGE LINE				
GRADE CHANGE SLOPE AREA				
TOP OF CURB	TC 000.00			
TOP OF DEPRESSED CURB	TDC 000.00			
FLOW LINE	FL 000.00			
TOP OF PAVEMENT	TP 000.00			
TOP OF SIDEWALK	SW 000.00			
TOP OF FINISHED GRADE	FG 000.00			
TOP OF UTILITY STRUCTURE	RM 000.00			
TOP OF WALL	T/WALL 000.00			
BOTTOM OF WALL	B/WALL 000.00			
FINISHED FLOOR	F/F 000.00			
MATCH OR MEET EXIST GRADE	(XX 000.00) ME			
CRITICAL GRADE	(TP 000.00)			
CURB AND GUTTER CURB				
CURB AND GUTTER DEPRESSED				
CURB TRANSITION				
REVERSE GUTTER PITCH (AWAY FROM CURB)				

- NOTES:**
1. PROPOSED ELEVATIONS SHOWN ON PROPOSED CURB LINES ARE FLOW LINE ELEVATIONS UNLESS NOTED OTHERWISE. ADD 0.50' TO OBTAIN TOP OF CURB ELEVATIONS. NOT ALL CURBS ARE 0.50' TALL. SEE FACE OF CURB TRANSITIONS.
  2. A CONSTANT SLOPE SHALL BE MAINTAINED BETWEEN SPOT GRADES.
  3. RIM GRADES ALONG CURBS ARE FLOW LINE ELEVATIONS.
  4. ALTA/ACSM LAND TITLE SURVEY PREPARED BY CHAPUT LAND SURVEYS, LLC., DATED MAY 10, 2016.
  5. HANDICAP SPACES SHALL NOT EXCEED 2% SLOPE IN ALL DIRECTIONS.
  6. SIDEWALK TO BE USED AS A HANDICAP ACCESSIBLE ROUTE, SHALL HAVE A MAXIMUM CROSS SLOPE OF 2% AND A MAXIMUM LONGITUDINAL SLOPE OF 5%.

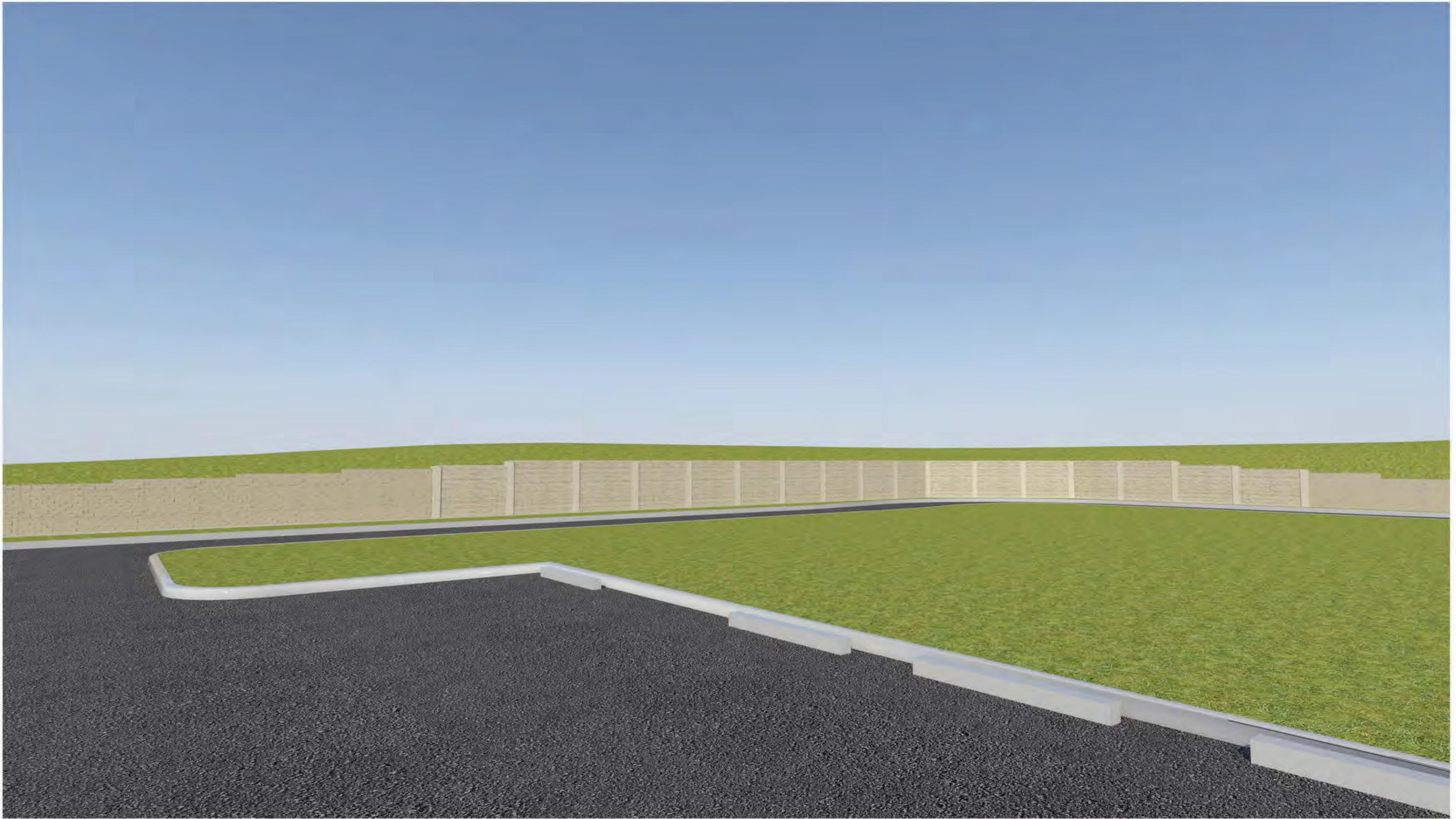


EXPIRES 11-30-2017

PROJECT NAME	THE SHOPS AT LAKE GENEVA
PROJECT No.	15.GMX.009
SHEET No.	C5
PROJECT LOCATION	281 NORTH EDWARDS BLVD., LAKE GENEVA, WI
OWNER	LAKE GENEVA SHOPPING CENTER WALKMART
DATE	11/27/16
DESCRIPTION	ISSUED FOR REVIEW
DATE	11/27/16
DESCRIPTION	REVISED PER CITY COMMENTS
No.	
DATE	
DESCRIPTION	



**NOT FOR CONSTRUCTION**



wall is approximately 200 feet long. It runs 0 to 6 feet high. The system is similar to Legos, as they are stacked on notches. Mr. Slavney feels it is a fine alternative and is more attractive.

Kupsik/Skates motion to close the public hearing. Unanimously carried.

Kupsik/Frederick motion to approve the Precise Implementation Plan (PIP) Application filed by Andrew Goodman, Lake Geneva 50120, LLC, GMX Real Estate Group, LLC, 300 Dundee Road, Suite 408, Northbrook, IL 60062 to amend the engineered design of the retaining wall in the northwest corner of the site located at 281 N Edwards Blvd, Tax Key No. ZA297300001 to include all staff recommendations, findings of fact, and the ornamental fence previously approved. Unanimously carried.

**Public Hearing and Recommendation on a Proposed Certified Survey Map (CSM) Application filed by Ryan Wilgreen, Excel Engineering, Inc., 100 Camelot Drive, Fond du Lac, WI 54935 on behalf of Brunk Industries for a Lot Combination to create a single parcel for the Brunk Industries campus on 8.28 acres located at 1225 Sage Street, Tax Key No. ZGC00006**

Eric Drazkowski, spoke on behalf of Excel Engineering who worked on the architectural and site plans along with the surveying. The CSM for this project needed to combine all of the lots into one. There were 24 lots associated here. It included portions of Grove, Waverly, and Crawford along with the alleyways. The goal is to consolidate all the properties into one clean CSM to create one overall campus property.

Kupsik/Hill motion to close the public hearing. Unanimously carried.

Skates/Kupsik motion to approve the Proposed Certified Survey Map (CSM) Application filed by Ryan Wilgreen, Excel Engineering, Inc., 100 Camelot Drive, Fond du Lac, WI 54935 on behalf of Brunk Industries for a Lot Combination to create a single parcel for the Brunk Industries campus on 8.28 acres located at 1225 Sage Street, Tax Key No. ZGC00006 to include all staff recommendations. Unanimously carried.

**Public Hearing and Recommendation on a General Development Plan (GDP) Application filed by Eric Drazkowski, P.E., 100 Camelot Drive, Fond du Lac, WI 54935 on behalf of Brunk Industries to amend an existing Planned Development on the Brunk Industries campus to accommodate a Second Manufacturing Building on approximately 8.28 acres located east of the current building on the south side of Sheridan Springs Road, just east of 1225 Sage Street, Tax Key No. ZGC00006**

Eric Drazkowski, Excel Engineering, 100 Camelot Drive, Fond du Lac, WI, stated the proposed building is 45,700 square feet with a loading dock on the southeast corner. There will be salvage metal stored internally on the south side as well. Parking will be located on a portion of the west, north, and east. The drive access for the trucks will be shared with the vehicles on the east. The maneuvering area for this will be on the south. Storm water will be handled on site with a wet pond located in the northwest corner. The difference between this plan and the one previously seen is that there was a meeting regarding the environmental corridor. On the west side a line was delineated to keep impervious improvements out such as retaining walls, buildings, and pavement. The corridor on the west of the line is for grading and storm water. Previously, the west road looped around on the west side and connected to the south. The Fire Department has been contacted and deemed it is acceptable. The building materials will match the existing building. The wetland delineation for the site has been submitted and accepted. They are in queue to have that concurred with as soon as the growing season starts. He is seeking approval contingent upon DNR concurrence of the wetland delineation. He also requested the flexibilities listed in the packet. Mr. Slavney added he agrees with the characterization of tree preservation.

Kupsik/Hartz motion to close the public hearing. Unanimously carried.

Kupsik/Hill motion to approve the General Development Plan (GDP) Application filed by Eric Drazkowski, P.E., 100 Camelot Drive, Fond du Lac, WI 54935 on behalf of Brunk Industries to amend an existing Planned Development on the Brunk Industries campus to accommodate a Second Manufacturing Building on approximately 8.28 acres located east of the current building on the south side of Sheridan Springs Road, just east of 1225 Sage Street, Tax Key No. ZGC00006 to include all staff recommendations, findings of fact, changes made by the applicant, the six areas of flexibility, and contingent upon DNR approval. Ms. Hill questioned if the wetland will split the campus in two. Mr. Drazkowski confirmed that it would. Unanimously carried.

STAFF REPORT  
To Lake Geneva Plan Commission  
Meeting Date: March 20, 2017

Agenda Item #10.

Applicant:  
Brunk Factory Building, LLC

Represented by:  
Ryan Wilgreen  
Excel Engineering, Inc.  
100 Camelot Drive  
Fond du Lac, WI 54935

Request:  
1225 Sage Street, Lake Geneva, WI 53147  
Proposed Certified Survey Map Lot Combination  
to create a single parcel for the Brunk Campus on  
8.28 acres

Description:

The applicant is submitting a Certified Survey Map (CSM) to combine 24 lots and adjacent portions of the vacated rights-of-way for Grove Street, Crawford Street, Waverly Street and the east-west alley that is located midway between Sheridan Springs Road and Grove Street.

The result will be a single parcel of 8.285 acres that will contain the entire Brunk Industries Campus.

The proposed parcel complies with the lot requirements of the City, and with the minimum standards of the Planned Industrial (PI) zoning district – which is the baseline comparable district for the Planned Development zoning that applies to the entire area within the new lot.

The proposed CSM depicts the existing public easements located within the CSM.

Project Details from CSM Submittal dated March 15, 2017:

The proposed CSM drawing is provided on two pages. The first page (Sheet 1 of 4) depicts the west half of the proposed parcel – containing the existing Brunk Factory building. The second page (Sheet 2 of 4) depicts the east half of the proposed parcel – where the new Brunk Factory building is proposed.

Action by the Plan Commission:

Recommendation to the Common Council on the proposed Certified Survey Map (CSM):

As part of the consideration of the requested CSM, the Plan Commission is required to:

- Provide the Common Council with a *recommendation* regarding the proposed CSM.

Staff Recommendation on the proposed Certified Survey Map (CSM):

1. Staff recommends that the Plan Commission recommend *approval* of the CSM as submitted, subject to compliance with detailed technical review comments provided by the City’s consulting engineer.

City of Lake Geneva

**APPLICATION FOR LAND DIVISION REVIEW**

CERTIFIED SURVEY MAP or

SUBDIVISION PLAT

NAME AND ADDRESS OF CURRENT OWNER:

Brunk Factory Building, LLC - Lars Brunk

1225 Sage Street

Lake Geneva, WI 53147

TELEPHONE NUMBER OF CURRENT OWNER:

( 262 ) 248-8873

NAME AND ADDRESS OF APPLICANT:

Brunk Factory Building, LLC - Lars Brunk

1225 Sage Street

Lake Geneva, WI 53147

TELEPHONE NUMBER OF APPLICANT:

( 262 ) 248-8873

NAME AND ADDRESS OF SURVEYOR:

Excel Engineering, Inc. - Ryan Wilgreen

100 Camelot Drive

Fond du Lac, WI 54935

TELEPHONE NUMBER OF SURVEYOR:

( 920 ) 926-9800

SHORT STATEMENT DESCRIBING PURPOSE OF APPLICATION:

The CSM is being completed to clean up and eliminate internal lot lines and multiple parcels. The CSM will result

in a single overall parcel.

SUBMITTAL CHECKLIST

See map included in GDP application packet

\_\_\_\_\_ LOCATION MAP SHOWING LOCATION OF PARCELS TO BE DIVIDED OR PARTIALLY DIVIDED WITH TOWN OR TOWNS, AND PARCELS WITHIN 1,000-FT OF BOUNDARY OF SUBJECT PROPERTY.

See map included in GDP application packet

\_\_\_\_\_ SKETCH MAP TO APPROXIMATE SCALE SHOWING ENTIRE PARCELS TO BE DIVIDED OR PARTIALLY DIVIDED, AND SHOWING THE APPROXIMATE CONFIGURATION OF PROPOSED LOTS AND ROADS WITHIN THOSE PARCELS.

  x   CITY OF LAKE GENEVA SIGNATURE BLOCK ON FACE OF CSM OR PLAT, PER STATE STATUTES.

  x   PROVIDE 5 FULL SETS AND 20 11" X 17" COPIES OF CSM OR PLAT PRIOR TO PLACEMENT ON PLAN COMMISSION AGENDA.

I AM AWARE THAT THE CITY OF LAKE GENEVA IS ACTIVELY ENGAGED IN THE REVIEW, APPROVAL OR DENIAL OF LAND DIVISIONS WITHIN ITS EXTRATERRITORIAL LAND DIVISION REVIEW AREA.

I UNDERSTAND THAT THE CITY OF LAKE GENEVA LAND DIVISION ORDINANCE REQUIRES THE CITY TO DENY LAND DIVISIONS WHICH CREATE NEW, BUILDABLE PARCELS OR LOTS WITHIN THE EXTRATERRITORIAL AREA WITH OVERALL DENSITY THAT EXCEEDS MORE THAN ONE DWELLING UNIT PER THIRTY-FIVE ACRES UNLESS THE CITY DETERMINES THAT THE LAND DIVISION CONSTITUTES INFILL DEVELOPMENT.

  3/15/17    
DATE

  *Russ G. Brunk*    
SIGNATURE OF APPLICANT

**AGREEMENT FOR SERVICES**

REIMBURSABLE BY THE PETITIONER / APPLICANT. The City may retain the services of professional consultants (including planners, engineers, architects, attorneys, environmental specialists, recreation specialists, and other experts) to assist in the City's review of a proposal coming before the Plan Commission and/or Common Council. The submittal of a development proposal application or petition by a Petitioner shall be construed as an agreement to pay for such professional review services applicable to the proposal including any finance charges that may accrue. The City may apply the charges for these services to the Petitioner. The City may delay acceptance of the application or petition as complete, or may delay final approval of the proposal, until the Petitioner pays such fees. Review fees which are applied to a Petitioner and which are not paid, may be assigned by the City as a special assessment to the subject property. Petitioner hereby expressly waives any notice and hearing requirements provided in Wis. Stats. § 66.0701 or any additions or amendments to this section. Petitioner further authorizes the City Treasurer or City Clerk to levy and collect review fees and additional fees upon the affidavit of the City Administrator or the Zoning Administrator stating that such fees are reasonable and that payment is overdue. The Petitioner shall be required to provide the City with an executed copy of the following form as a prerequisite to the processing of the development application:

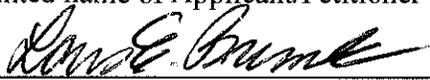
Lars Brunk, as applicant/petitioner for:

Name: Brunk Factory Building, LLC  
Address: 1225 Sage Street  
Lake Geneva, WI 53147  
Phone: 262-248-8873

Agrees that in addition to those normal costs payable by an applicant/petitioner (e.g., filing or permit fees, publication expenses, recording fees, etc.), that in the event the action applied or petitioned for requires the City of Lake Geneva, in the judgment of its staff, to obtain additional professional service(s), (e.g., engineering, surveying, planning, legal) than would be routinely available "in house" to enable the City to properly address, take appropriate action on, or determine the same, applicant/petitioner shall reimburse the City for the costs thereof.

Dated this 15<sup>th</sup> day of March, 2017.

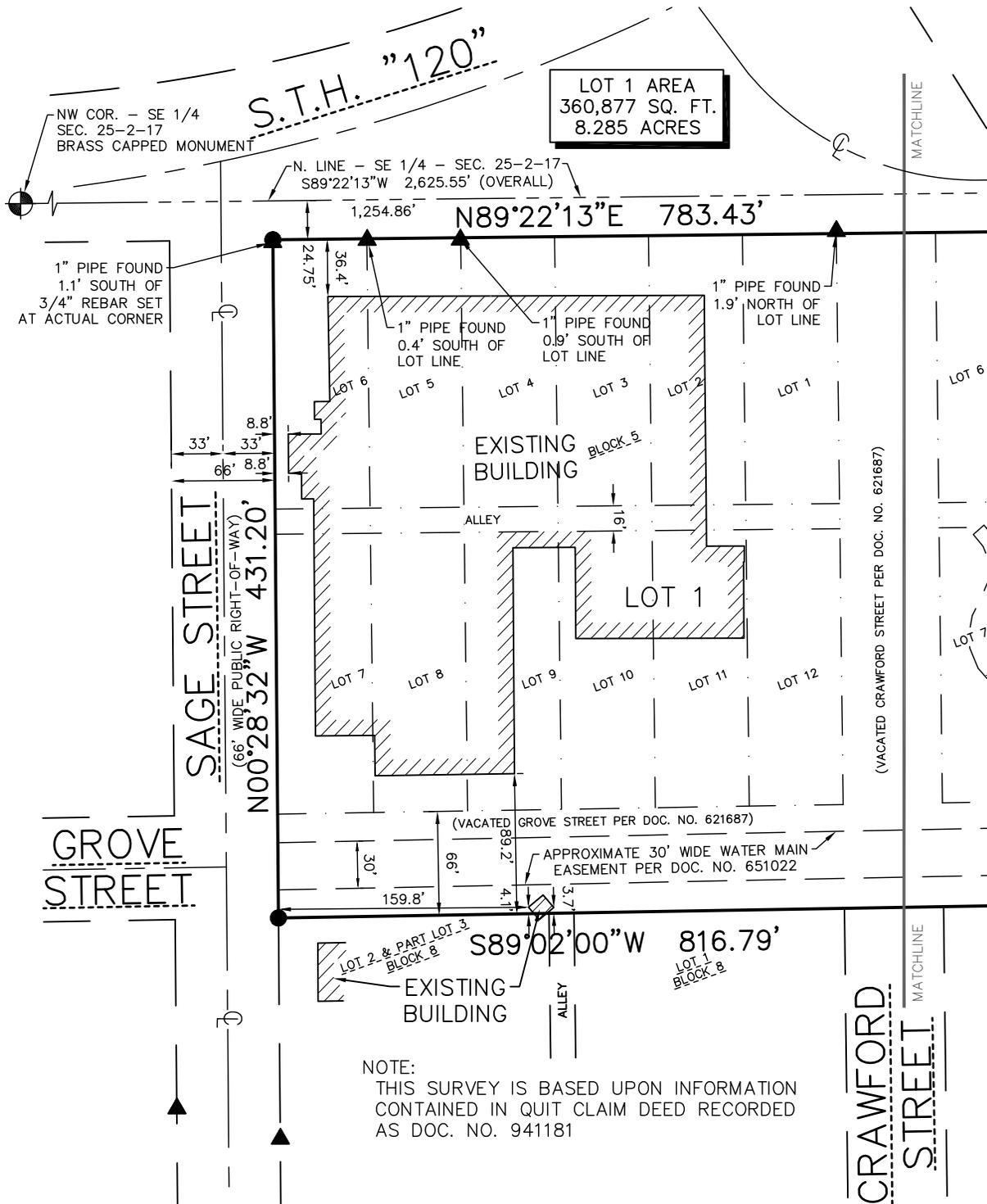
Lars Brunk  
Printed name of Applicant/Petitioner

  
Signature of Applicant/Petitioner

# CERTIFIED SURVEY MAP NO. \_\_\_\_\_

## FOR BRUNK FACTORY BUILDING, LLC.

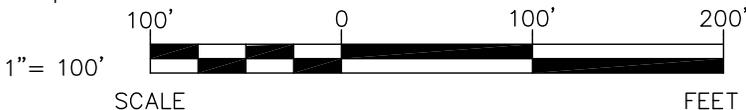
LOTS 1-12 IN BLOCK 4, LOTS 1-12 IN BLOCK 5, PART OF VACATED GROVE STREET, PART OF VACATED CRAWFORD STREET, PART OF VACATED WAVERLY STREET, AND PART OF A VACATED ALLEY OF GENEVA LAKE CRAWFORD MANUFACTURING COMPANY'S ADDITION, ALL BEING PART OF THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 25, TOWNSHIP 2 NORTH, RANGE 17 EAST, CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN.



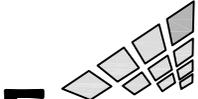
### LEGEND

- - 3/4" IRON REBAR FOUND
- ⊗ - 2" IRON PIPE FOUND
- - 3/4" x 18" REBAR SET WEIGHING 1.50 LBS/FT.
- ▲ - 1" IRON PIPE FOUND
- ⊙ - SECTION CORNER MONUMENT FOUND

NORTH POINT REFERENCED TO THE WISCONSIN COORDINATE GRID SYSTEM, SOUTH ZONE. THE NORTH LINE OF THE SOUTHEAST QUARTER HAS A RECORDED BEARING OF SOUTH 89°-22'-13" WEST.



OWNER:  
BRUNK FACTORY BUILDING, LLC.  
1225 N. SAGE STREET  
LAKE GENEVA, WI 53147  
SHEET 1 OF 4 SHEETS



**EXCEL**  
ENGINEERING Inc.  
SURVEYING GROUP

Always a Better Plan

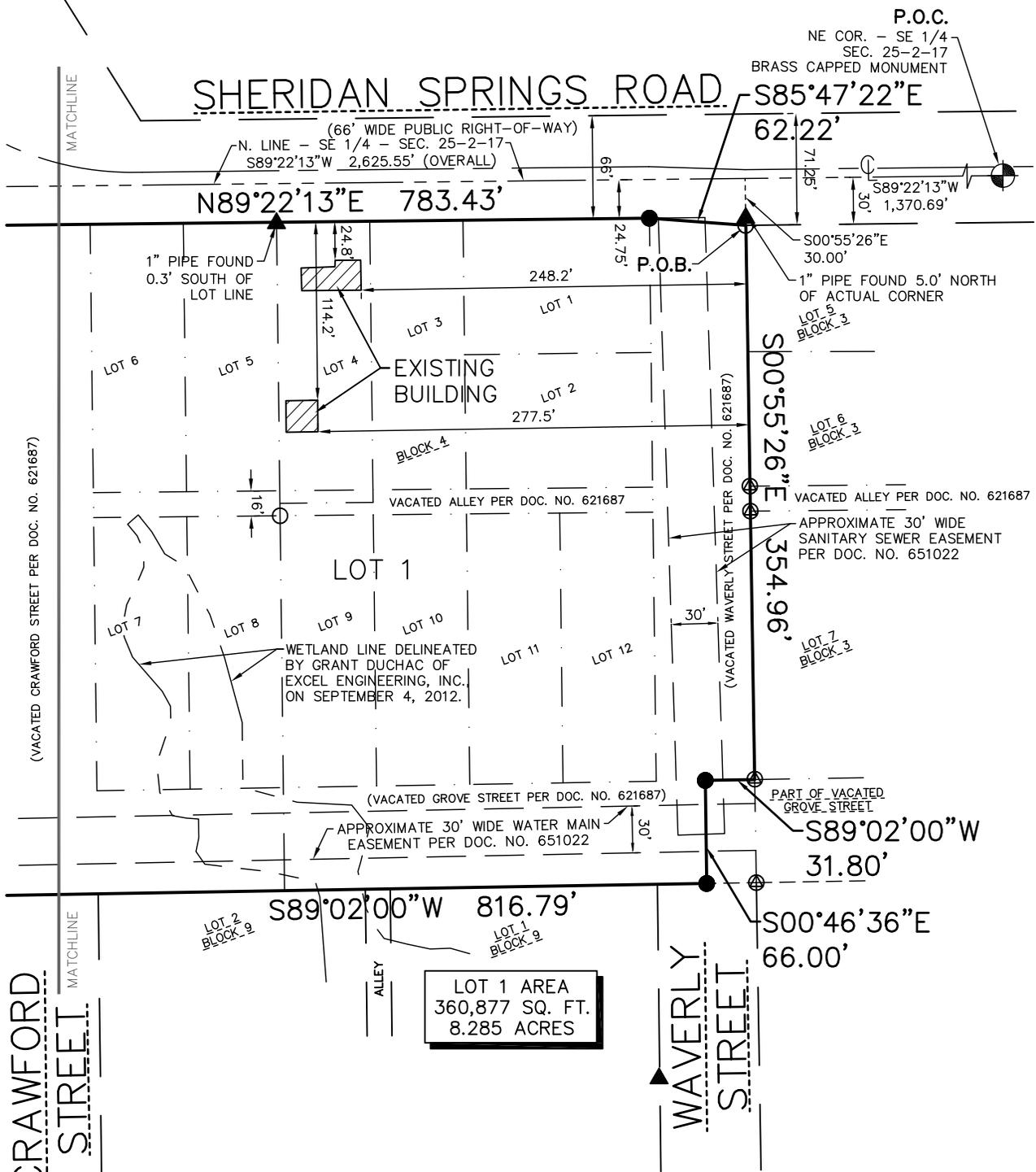
100 CAMELOT DRIVE  
FOND DU LAC, WI 54935  
PHONE: (920) 926-9800  
FAX: (920) 926-9801

PROJECT NO. 1650900

# CERTIFIED SURVEY MAP NO. \_\_\_\_\_

FOR  
BRUNK FACTORY BUILDING, LLC.

LOTS 1-12 IN BLOCK 4, LOTS 1-12 IN BLOCK 5, PART OF VACATED GROVE STREET, PART OF VACATED CRAWFORD STREET, PART OF VACATED WAVERLY STREET, AND PART OF A VACATED ALLEY OF GENEVA LAKE CRAWFORD MANUFACTURING COMPANY'S ADDITION, ALL BEING PART OF THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 25, TOWNSHIP 2 NORTH, RANGE 17 EAST, CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN.

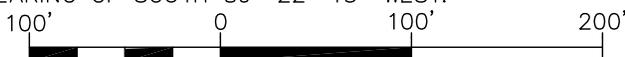


**LOT 1 AREA**  
360,877 SQ. FT.  
8.285 ACRES

**LEGEND**

- - 3/4" IRON REBAR FOUND
- ⊙ - 2" IRON PIPE FOUND
- - 3/4" x 18" REBAR SET WEIGHING 1.50 LBS/FT.
- ▲ - 1" IRON PIPE FOUND
- ⊙ - SECTION CORNER MONUMENT FOUND

NORTH POINT REFERENCED TO THE WISCONSIN COORDINATE GRID SYSTEM, SOUTH ZONE. THE NORTH LINE OF THE SOUTHEAST QUARTER HAS A RECORDED BEARING OF SOUTH 89°-22'-13" WEST.

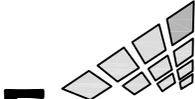


1" = 100'

SCALE

FEET

OWNER:  
BRUNK FACTORY BUILDING, LLC.  
1225 N. SAGE STREET  
LAKE GENEVA, WI 53147  
SHEET 2 OF 4 SHEETS



**EXCEL**  
ENGINEERING Inc.  
SURVEYING GROUP

Always a Better Plan

100 CAMELOT DRIVE  
FOND DU LAC, WI 54935  
PHONE: (920) 926-9800  
FAX: (920) 926-9801

PROJECT NO. 1650900

**CERTIFIED SURVEY MAP NO. \_\_\_\_\_**

LOTS 1-12 IN BLOCK 4, LOTS 1-12 IN BLOCK 5, PART OF VACATED GROVE STREET, PART OF VACATED CRAWFORD STREET, PART OF VACATED WAVERLY STREET, AND PART OF A VACATED ALLEY OF GENEVA LAKE CRAWFORD MANUFACTURING COMPANY'S ADDITION, ALL BEING PART OF THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 25, TOWNSHIP 2 NORTH, RANGE 17 EAST, CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN.

**SURVEYOR'S CERTIFICATE**

I, Ryan Wilgreen, Professional Land Surveyor, hereby certify:

That I have surveyed, divided and mapped a parcel of land described below.

That I have made such Certified Survey under the direction of Brunk Factory Building, LLC bounded and described as follows:

Lots 1-12 in Block 4, Lots 1-12 in Block 5, part of vacated Grove Street, part of vacated Crawford Street, part of vacated Waverly Street, and part of a vacated alley of Geneva Lake Crawford Manufacturing Company's Addition to the Village of Geneva (now City of Lake Geneva) recorded July 2, 1875 in the Walworth County Register of Deeds Office on Pages 78 and 79, all being a part of the Northwest 1/4 of the Southeast 1/4 of Section 25, Township 2 North, Range 17 East, City Of Lake Geneva, Walworth County, Wisconsin being more particularly described as follows:

Commencing at the Northeast corner of the Southeast 1/4 of said Section 25; thence South 89°-22'-13" West along the North line of said Southeast 1/4, a distance of 1,370.69 feet to the Northerly extension of the Easterly right-of-way line of Waverly Street vacated per Order for Alteration of a recorded plat of subdivision recorded in the Walworth County Register of Deeds office as Document No. 621687; thence South 00°-55'-26" East along said Northerly extension, a distance of 30.00 feet to the Southerly right-of-way line of Sheridan Springs Road, said point also being the point of beginning; thence continuing South 00°-55'-26" East along said Easterly right-of-way line, a distance of 354.96 feet to the Northerly right-of-way line of Grove street vacated per said Document No. 621687; thence South 89°-02'-00" West along said Northerly right-of-way line, a distance of 31.80 feet to the centerline of said vacated Waverly Street; thence South 00°-46'-36" East along said centerline, a distance of 66.00 feet to the Southerly right-of-way line of said vacated Grove Street; thence South 89°-02'-00" West along said Southerly right-of-way line, a distance of 816.79 feet to the Easterly right-of-way line of Sage Street; thence North 00°-28'-32" West along said Easterly right-of-way line, a distance of 431.20 feet to the Westerly extension of the Southerly right-of-way line of Sheridan Springs Road, said line lies 24.75 feet South of and parallel with the North line of the Southeast 1/4 of said Section 25; thence North 89°-22'-13" East along said Southerly right-of-way line and it's Westerly extension, a distance of 783.43 feet to the Westerly right-of-way line of said vacated Waverly Street; thence South 85°-47'-22" East along said Southerly right-of-way line, a distance of 62.22 feet to the point of beginning and containing 8.285 acres (360,877 sq. ft.) of land more or less, and being subject to all easements and restrictions of record.

That such is a correct representation of all the exterior boundaries of the land surveyed and the subdivision thereof made.

That I have fully complied with the provisions of Section 236.34 of the Wisconsin Statutes and the Subdivision Ordinance of The City of Lake Geneva in surveying, dividing, and mapping the same.

---

Ryan Wilgreen, P.L.S. No. S-2647  
ryan.w@excelengineer.com  
Excel Engineering, Inc.  
Fond du Lac, Wisconsin 54935

Project Number: 1650900

**CERTIFIED SURVEY MAP NO. \_\_\_\_\_**

LOTS 1-12 IN BLOCK 4, LOTS 1-12 IN BLOCK 5, PART OF VACATED GROVE STREET, PART OF VACATED CRAWFORD STREET, PART OF VACATED WAVERLY STREET, AND PART OF A VACATED ALLEY OF GENEVA LAKE CRAWFORD MANUFACTURING COMPANY'S ADDITION, ALL BEING PART OF THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 25, TOWNSHIP 2 NORTH, RANGE 17 EAST, CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN.

**OWNER'S CERTIFICATE**

Brunk Factory Building, LLC, duly organized and existing under and by virtue of the laws of the State of Wisconsin, as Owner does hereby certify that said Limited Liability Company caused the land described on this plat to be surveyed, divided, and mapped as represented on this plat.

Brunk Factory Building, LLC does further certify that this plat is required by s.236.10 or s.236.12 to be submitted to the following for approval or objection:

- 1. City of Lake Geneva

WITNESS the hand and seal of said owners this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

IN PRESENCE OF:

Brunk Factory Building, LLC

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Lars E. Brunk, President

STATE OF WISCONSIN            )  
\_\_\_\_\_ COUNTY            )SS

Personally came before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the above named Lars E. Brunk to me known to be the person who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
Notary Public, \_\_\_\_\_ County, WI

My Commission Expires: \_\_\_\_\_

**PLAN COMMISSION CERTIFICATE**

Approved by resolution by the City of Lake Geneva Planning Commission on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
City Clerk

wall is approximately 200 feet long. It runs 0 to 6 feet high. The system is similar to Legos, as they are stacked on notches. Mr. Slavney feels it is a fine alternative and is more attractive.

Kupsik/Skates motion to close the public hearing. Unanimously carried.

Kupsik/Frederick motion to approve the Precise Implementation Plan (PIP) Application filed by Andrew Goodman, Lake Geneva 50120, LLC, GMX Real Estate Group, LLC, 300 Dundee Road, Suite 408, Northbrook, IL 60062 to amend the engineered design of the retaining wall in the northwest corner of the site located at 281 N Edwards Blvd, Tax Key No. ZA297300001 to include all staff recommendations, findings of fact, and the ornamental fence previously approved. Unanimously carried.

**Public Hearing and Recommendation on a Proposed Certified Survey Map (CSM) Application filed by Ryan Wilgreen, Excel Engineering, Inc., 100 Camelot Drive, Fond du Lac, WI 54935 on behalf of Brunk Industries for a Lot Combination to create a single parcel for the Brunk Industries campus on 8.28 acres located at 1225 Sage Street, Tax Key No. ZGC00006**

Eric Drazkowski, spoke on behalf of Excel Engineering who worked on the architectural and site plans along with the surveying. The CSM for this project needed to combine all of the lots into one. There were 24 lots associated here. It included portions of Grove, Waverly, and Crawford along with the alleyways. The goal is to consolidate all the properties into one clean CSM to create one overall campus property.

Kupsik/Hill motion to close the public hearing. Unanimously carried.

Skates/Kupsik motion to approve the Proposed Certified Survey Map (CSM) Application filed by Ryan Wilgreen, Excel Engineering, Inc., 100 Camelot Drive, Fond du Lac, WI 54935 on behalf of Brunk Industries for a Lot Combination to create a single parcel for the Brunk Industries campus on 8.28 acres located at 1225 Sage Street, Tax Key No. ZGC00006 to include all staff recommendations. Unanimously carried.

**Public Hearing and Recommendation on a General Development Plan (GDP) Application filed by Eric Drazkowski, P.E., 100 Camelot Drive, Fond du Lac, WI 54935 on behalf of Brunk Industries to amend an existing Planned Development on the Brunk Industries campus to accommodate a Second Manufacturing Building on approximately 8.28 acres located east of the current building on the south side of Sheridan Springs Road, just east of 1225 Sage Street, Tax Key No. ZGC00006**

Eric Drazkowski, Excel Engineering, 100 Camelot Drive, Fond du Lac, WI, stated the proposed building is 45,700 square feet with a loading dock on the southeast corner. There will be salvage metal stored internally on the south side as well. Parking will be located on a portion of the west, north, and east. The drive access for the trucks will be shared with the vehicles on the east. The maneuvering area for this will be on the south. Storm water will be handled on site with a wet pond located in the northwest corner. The difference between this plan and the one previously seen is that there was a meeting regarding the environmental corridor. On the west side a line was delineated to keep impervious improvements out such as retaining walls, buildings, and pavement. The corridor on the west of the line is for grading and storm water. Previously, the west road looped around on the west side and connected to the south. The Fire Department has been contacted and deemed it is acceptable. The building materials will match the existing building. The wetland delineation for the site has been submitted and accepted. They are in queue to have that concurred with as soon as the growing season starts. He is seeking approval contingent upon DNR concurrence of the wetland delineation. He also requested the flexibilities listed in the packet. Mr. Slavney added he agrees with the characterization of tree preservation.

Kupsik/Hartz motion to close the public hearing. Unanimously carried.

Kupsik/Hill motion to approve the General Development Plan (GDP) Application filed by Eric Drazkowski, P.E., 100 Camelot Drive, Fond du Lac, WI 54935 on behalf of Brunk Industries to amend an existing Planned Development on the Brunk Industries campus to accommodate a Second Manufacturing Building on approximately 8.28 acres located east of the current building on the south side of Sheridan Springs Road, just east of 1225 Sage Street, Tax Key No. ZGC00006 to include all staff recommendations, findings of fact, changes made by the applicant, the six areas of flexibility, and contingent upon DNR approval. Ms. Hill questioned if the wetland will split the campus in two. Mr. Drazkowski confirmed that it would. Unanimously carried.

STAFF REPORT  
To Lake Geneva Plan Commission  
Meeting Date: March 20, 2017

Agenda Item #11.

Applicant:

Brunk Factory Building, LLC

Represented by:

Eric Drazkowski, P.E.  
Excel Engineering, Inc.  
100 Camelot Drive  
Fond du Lac, WI 54935

Request:

1225 Sage Street, Lake Geneva, WI 53147  
Proposed Planned Development Amendment  
General Development Plan (GDP)  
for a Second Manufacturing Building on 8.28 acres

Description:

The applicant is submitting a General Development Plan (GDP) to amend an existing Planned Development for Brunk Industries. Specifically, the requested amendment is to amend the current GDP zoning on the Brunk Industries campus to accommodate a proposed second manufacturing building -- east of the current building on the south side of Sheridan Springs Road, just east of Sage Street. A portion of the subject property is currently used by Brunk for a large remote parking lot, linked by a sidewalk connection parallel to Sheridan Springs Road that leads westerly to the current facility. Planned Industrial (PI) is the underlying comparison zoning district.

The proposed GDP is generally consistent with the Concept Plan presented to the Plan Commission at its February 2017 meeting. The proposed GDP varies from the Concept Plan in that the proposed truck access driveway along the west side of the building has been removed to avoid the boundary of the Primary Environmental Corridor (PEC) recently refined by the Southeastern Wisconsin Regional Planning Commission (SEWRPC). Other changes are minor, and respond to city staff review comments.

The Concept Plan was warmly received by the Plan Commission during that review, with no substantive suggestions for modifications. A full description of the project (dated February 28, 2017) is contained within the Plan Commission Packet. The City Wide Location Map and the zoomed-in air photo, in the Plan Commission packet, depict the outlines of the subject property. The site includes an existing residential property with an accepted offer to purchase (dated February 21, 2017) that has been incorporated into the subject property and the resulting site plans for this project.

The proposed second building will contain 45,740 square feet of floor area. The majority of the building will be devoted to light industrial land uses, including custom manufacturing, assembly, packaging, indoor storage, and shipping and receiving activities. The northwest portion of the building provides office and meeting space. Truck loading will generally occur via the eastern driveway leading to the three depressed loading bays in the southeast corner of the building. No other outdoor activity areas or storage areas are proposed. The proposed building's exterior design and materials are designed to closely match the current building.

*Report on the Brunk GDP continues on the next page.*

Consistency with the Comprehensive Plan:

Wisconsin law requires all Zoning Map Amendments (including General Development Plans) be consistent with the Comprehensive Plan, and particularly with the Future Land Use Map. This map recommends the Planned Mixed Use land use category for the subject property. This category allows for Planned Industrial land uses, such as currently occurring at Brunk’s existing facility and as proposed to occur at this proposed second building. The proposed GDP zoning *is consistent* with the Comprehensive Plan.

Relation to Base Zoning Standards:

All Planned Developments must explicitly identify any flexibilities being requested from base zoning standards in the most comparable regular zoning district. In this instance, the Planned Industrial (PI) zoning district – which is often applied to industrial developments with indoor activities and storage, provides that comparison zoning district. The project is requesting 6 such flexibilities:

1. The maximum *height of the building* is requested to be 36’ 8” – due to the need to accommodate specialized indoor manufacturing equipment – compared to the 35 foot maximum height limit in the PI zoning district;
2. The maximum *driveway width* is requested to be 45 feet to accommodate the need for tight large truck turns necessitated by the site’s environmental corridor limitations – compared to the 40 foot maximum width for driveways in the PI zoning district;
3. The minimum *landscaping requirements for paved areas* is requested to be 62 points per 10,000 square feet of paved area to reflect the tight site layout and the presence of extensive steep slopes – compared to 80 points in the PI zoning district;
4. The minimum *landscaping requirements for building foundations* is requested to be 32 points per 100 feet of building perimeter square feet of building floor area to reflect the tight site layout and the presence of extensive steep slopes – compared to 40 points in the PI zoning district;
5. The minimum landscaping requirements for *developed lots* is requested to be 2 points per 1,000 square feet of building floor area to reflect the tight site layout and the presence of extensive steep slopes – compared to 10 points in the PI zoning district; and,
6. The minimum *parking lot aisle dimensions* are requested to be a 24 foot wide drive aisle to reflect the tight site layout and the presence of extensive steep slopes – compared to the 26 foot wide drive aisle required in all zoning districts.

City staff notes that although the technical requirements for site landscaping will not be met by the proposed development in flexibilities 3 through 5, above, the significant existing vegetation that will be preserved within the environmental corridor provides a total amount of landscaping on the site in excess of all combined zoning requirements.

All other zoning requirements are met, or in most cases met with “room to spare”.

*Report on the Brunk GDP continues on the next page.*

Action by the Plan Commission:

Recommendation to the Common Council on the Proposed Zoning Map Amendment / GDP

As part of the consideration of a requested Planned Development / General Development Plan (GDP) step, the Plan Commission is required to:

- Provide the Common Council with a *recommendation* regarding the proposed Zoning Map amendment to GDP;
- Include *findings* required by the Zoning Ordinance for Zoning Map amendments; and,
- Provide specific suggested *requirements* to modify the project as submitted.

Staff Review Comments:

The Plan Commission had a favorable reaction to the proposed Concept Plan for Brunk Industries when presented at the February 2017 meeting. The proposed GDP is very consistent with the Concept Plan, and has been modified to comply with the recent environmental corridor delineation by SEWRPC staff in March 2017.

The proposed new building will strongly complement the current building's excellence in design, exterior materials, and durability. The proposed site plan is carefully designed to respond to the presence of the environmental corridor on the west side of the proposed building, including the presence of steep slopes and wetland areas.

Loading activity is directed to the rear of the building and away from Sheridan Springs Road – which has recently been connected to Edwards Boulevard to provide a well-travelled route for residents and tourists. The loading docks will be completely screened from view by the building itself. Dumpsters will be located within the depressed loading bays. No other outdoor storage of any kind is proposed.

The parking lot design varies in response to stormwater management objectives. Solid curbs are proposed on the front side of the site to improve appearance and long-term durability. Proposed landscaping is of high-quality materials and design, as is all proposed exterior lighting. Lighting levels are fully in compliance with the Zoning Ordinance. Site utilities have been reviewed by City Staff and are fully acceptable, as are fire protection components and the stormwater management plan.

Required Plan Commission Findings on the GDP for Recommendation to Common Council:

A proposed GDP must be reviewed by the standards for all Zoning Map Amendments, below:

- A. If, after the public hearing, the Commission wishes to recommend *approval*, then the appropriate fact finding would be in agreement with Items 1 and 3, and one or more factors of Item 2, of the following.
1. The proposed GDP furthers the purposes of the Zoning Ordinance as outlined in Section 98-005 and the applicable rules and regulations of the Wisconsin Department of Natural Resources (DNR) and the Federal Emergency Management Agency (FEMA).

*Report on the Brunk GDP continues on the next page.*

2. One or more of the following factors have arisen that are not properly addressed on the current Official Zoning Map:
    - a. The designations of the Official Zoning Map should be brought into conformity with the Comprehensive Plan;
    - b. A mistake was made in mapping on the Official Zoning Map;
    - c. Factors have changed, making the subject property more appropriate for the proposed GDP zoning;
    - d. Growth patterns or rates have changed, thereby creating the need for an amendment to the Official Zoning Map.
  3. The proposed GDP amendment to the Official Zoning Map maintains the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.
- B. If, after the public hearing, the Commission wishes to recommend *denial*, then the appropriate fact finding would be in disagreement with at least one of Items 1, 2, or 3 of the following:
1. The proposed GDP does not further the purposes of the Zoning Ordinance as outlined in Section 98-005 and the applicable rules and regulations of the Wisconsin Department of Natural Resources (DNR) and the Federal Emergency Management Agency (FEMA).
  2. One or more of the following factors have not arisen that are not properly addressed on the current Official Zoning Map:
    - a. The designations of the Official Zoning Map should be brought into conformity with the Comprehensive Plan;
    - b. A mistake was made in mapping on the Official Zoning Map;
    - c. Factors have changed, making the subject property more appropriate for the proposed GDP zoning;
    - d. Growth patterns or rates have changed, thereby creating the need for an amendment to the Official Zoning Map.
  3. The proposed GDP amendment to the Official Zoning Map 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.

Staff Recommendation on the General Development Plan:

1. Staff recommends that the Plan Commission recommend *approval* of the GDP as submitted, including the granting of all requested zoning ordinance flexibilities (1 through 6, above.)
2. Staff recommends the *affirmative set of findings* provided above, noting that the proposal meets factor 2c. Specifically, the proposal will be consistent with all FEMA requirements; responds to an emerging market for senior continuum of care facilities; and, maintains the desired consistency of land uses, land use intensities, and land use impacts as a transition between planned residential and institutional development to the east and northeast, and planned commercial development to the west.
3. Finally, staff recommends that *no additional conditions of approval* be attached.

Michael A. Slavney, FAICP  
City Planning Consultant

**APPLICATION FOR ZONING MAP AMENDMENT FOR PLANNED DEVELOPMENT  
ZONING INCLUDING GENERAL DEVELOPMENT PLAN APPROVAL (PD/GDP) AND  
ONE PRECISE IMPLEMENTATION PLAN APPROVAL (PD/PIP)**

Name of Applicant: Brunk Factory Building, LLC

Address of Applicant: 1225 Sage Street, Lake Geneva, WI 53147

Telephone No. (262)-248-8873

Fax and/or email: (262)-248-1057

Name of Owner: Lars Brunk

Address of Owner: Same as Applicant

Telephone No. ( ) Same as Applicant

Fax and/or email: ( ) Same as Applicant

Subject property address and/or complete legal description (use attached sheet if necessary):

Same as applicant

Current Zoning District: Planned Development-Planned Industrial Overlay

*Fee of \$750.00 payable upon filing application.*

2/28/17  
Date

  
Signature of Applicant



Planned Development  
Brunk Industrial Building  
Lake Geneva, WI

2-28-2017  
Project Number: 1650900

### General Written Description

The proposed development is located south of E Sheridan Springs Rd. and east of the existing Brunk Industries, Inc. facility. The proposed development is currently located on one lot, which is proposed to be combined with newly acquired or not yet combined parcels via CSM into one entire property owned by Brunk Industries. The proposed building will be +/- 45,740 S.F. and will be classified as manufacturing. Upon completion of this project, the overall proposed property will be 8.28 acres in size and will include 2.52 acres of building area, 2.53 acres of pavement and 3.24 acres of open space. Per the Natural Resources Site Evaluation Worksheet the allowable Net Developable Area is 6.76 acres. The site with proposed development is 5.05 acres which is below this amount and therefore in conformance. The adjacent parcels to the north and east are zoned Planned Industrial (PI) and the properties to the south are zoned Single Family Residential (SR-4). The proposed development will unify the corridor with the additional property owned by Brunk Industries to create an appealing industrial campus. This would be in compliance with Lake Geneva's Master Plan which designates this parcel as Planned Industrial.

Two site accesses will be located off of E. Sheridan Springs Rd. The first access point will be from the existing parking lot entrance near the eastern property line and the second access point will be west along E. Sheridan Springs Rd by +/- 220'. The western access point will be used for semi deliveries to the loading dock. The east drive will be used by employees for parking. The proposed project will add a total of 20 parking stalls to the existing 102 parking stalls within the existing parking lot. A portion of the existing parking lot will be relocated around the site for a total of 122 parking stalls to meet the current parking demand and 50 additional employees. See site plan data table for calculation. Dumpster enclosure will be internal on the south side of the building.

The proposed Floor Area Ratios (FAR) will be 30.4% for the overall property. The property will be below the required maximum Floor Area Ratio (FAR) allowed of 60%. The proposed impervious surface ratio for the property upon completion of

construction will include 60.9% impervious and 39.1% open space. The minimum open space on site is required to be 15%, the site is in conformance..

The proposed building exterior will be constructed with a combination of insulated metal panel (IMP) and concrete masonry units to match the existing Brunk Industries facility. This will allow the campus to have a uniform appearance while creating an appealing view to the surrounding community. The development will be in compliance with the majority of the zoning standards required by the underlying zoning district of Planned Industrial. An Amendment to the Precise Implementation Plan to the already approved Planned Development is proposed to obtain the following exception:

1. 98-403 Nonresidential Bulk Standards - The applicant requests the proposed building to be constructed taller than the 35' maximum building height permitted within the Planned Industrial zoning. The proposed building is proposed to be less than 40' tall, 36'-8". This building height is required for the operations of the proposed facility
2. 98-702 (10) Width of Driveways – The applicant requests that the maximum width allowed at the road exceed the maximum of 40'. The proposed width at the roadway for truck access has been designed to be 45'. This request is to allow truck access into the site without the semi-trailers tracking onto the lawn.
3. 98-607 Landscape Requirements for Paved Area – The applicant requests that the required points 80 per 10,000sf be reduced to 54 points per 10,000sf. Due to steep slopes around the property, retaining walls, and minimal open space along the east side of the building, landscaping would likely not survive in these areas. In addition, the property is surrounded by woods on the west, south, and east sides that contribute to screening the parking. Dense landscape is proposed on the north side of the site to screen parking from the public roadway. Street frontage parking meets code.
4. 98-604 Landscape Requirements for Building Foundations – The applicant requests that the required points per 100 LF of building foundation be reduced from 40 points per 100 LF to 32 points per 100 LF. This requirement would be in excess of the requirement of 20 points per 100 LF for the General Industrial (GI) and Heavy Industrial (HI) zoning within the City. Based on the requirement, the required landscaping must be located within 10 feet of the building foundation. Due to steep slopes around the property and minimal open space along the east side of the building, landscaping would likely not survive in these areas. In addition, the property is surrounded by woods on the west, south, and east sides that contribute to screening the building.
5. 98-605 Landscape Requirements for Developed Lots – The applicant requests that the required points per 1000 SF of building floor area be reduced from 10 points per 1000 SF to 2 points per 1,000 SF. Based on the requirement, the purpose of the landscaping is to visually screen all detached exterior appurtenances (HVAC, utility boxes, stand pipes, stormwater discharge pipes, etc.). The mechanical units are proposed on the rooftop and thus these areas would not be screened by landscaping. In addition, steep slopes around the

property, including the stormwater management areas, not locations that meet the intent of this section of landscaping. The property is also surrounded by existing woods on the south, west, and eastern sides of the property that creates a buffer for the proposed building.

6. 98-704 (6) (i) Parking Lot Design Standards – The applicant requests that the parking stalls be smaller than the required 9'x18.5' with a 26' drive aisle per Table 98-704 (6) (j) for 90° parking. The proposed parking stalls have been designed to be 9'x18' with a 24' aisle to allow space for the building and remain outside of the non-buildable area (wetland). The proposed layout is a typical lot layout and also allows for an additional 2' of overhang for the vehicles on site.

**(2) Natural Resources Site Evaluation Worksheet****(a) Determine the Gross Site Area (GSA) of the Site:**

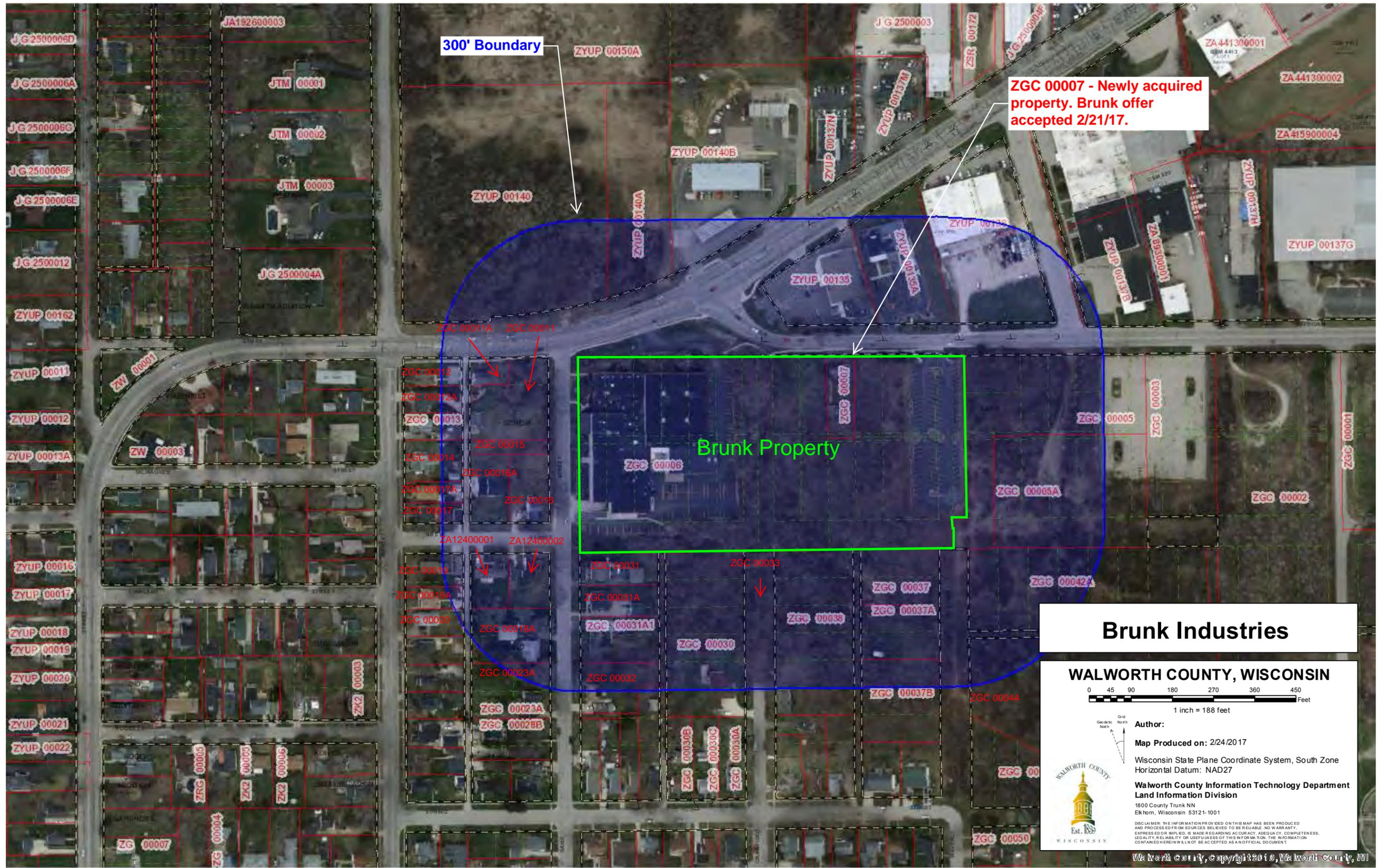
1. Total Site Area as determined by actual on-site survey:	<u>8.28</u>	acres
2. Subtract area located within proposed rights-of-ways of roads and within proposed boundaries of public facilities which are designated within the City's Comprehensive Master Plan and/or required for dedication per Subdivision regulations:	- <u>0.00</u>	acres
3. Subtract land which although part of the same parcel is not contiguous to, or is not accessible from, the proposed road network serving the project.	- <u>0.00</u>	acres
4. Subtract land which is proposed for a different development option or a different zoning district.	- <u>0.00</u>	acres
5. Subtract area of navigable waters (lakes & streams).	- <u>0.00</u>	acres
6. <b>Equals Gross Site Area (GSA)</b>	<b>= <u>8.28</u></b>	<b>acres</b>

**(b) Determine the Required Resource Protection Area (RPA) of the Site:**

1. Portion of Gross Site Area containing Floodways.	<u>0.00</u>	acres
2. Portion of Gross Site Area containing Floodplain Areas.	<u>0.00</u>	acres
3. Portion of Gross Site Area containing Floodfringes.	<u>0.00</u>	acres
4. Add portion of Gross Site Area containing Wetlands.	+ <u>0.30</u>	acres
5. Add portion of Gross Site Area containing Drainageways.	+ <u>0.05</u>	acres
6. Add portion of Gross Site Area containing Lakeshores.	+ <u>0.00</u>	acres
7. Add portion of Gross Site Area containing Woodlands.	+ <u>2.61</u>	acres
8. Add portion of Gross Site Area containing Steep Slopes.	+ <u>0.43</u>	acres
9. Subtract portions of natural resource areas ((b)1.-(b)9.) made developable using approved environmental mitigation techniques.	- <u>1.87</u>	acres
6. <b>Equals Required Resource Protection Area (RPA).</b>	<b>= <u>1.52</u></b>	<b>acres</b>

**(c) Determine the Net Developable Area (NDA) of the Site:**

1. Enter Gross Site Area (GSA) {from (a)6., above}.	<u>8.28</u>	acres
2. Subtract Required Resource Protection Area (RPA) {from (b)10., above}.	- <u>1.52</u>	acres
3. <b>Equals Net Developable Area (NDA).</b>	<b>= <u>6.76</u></b>	<b>acres</b>



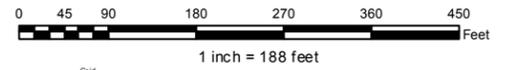
300' Boundary

ZGC 00007 - Newly acquired property. Brunk offer accepted 2/21/17.

Brunk Property

# Brunk Industries

## WALWORTH COUNTY, WISCONSIN

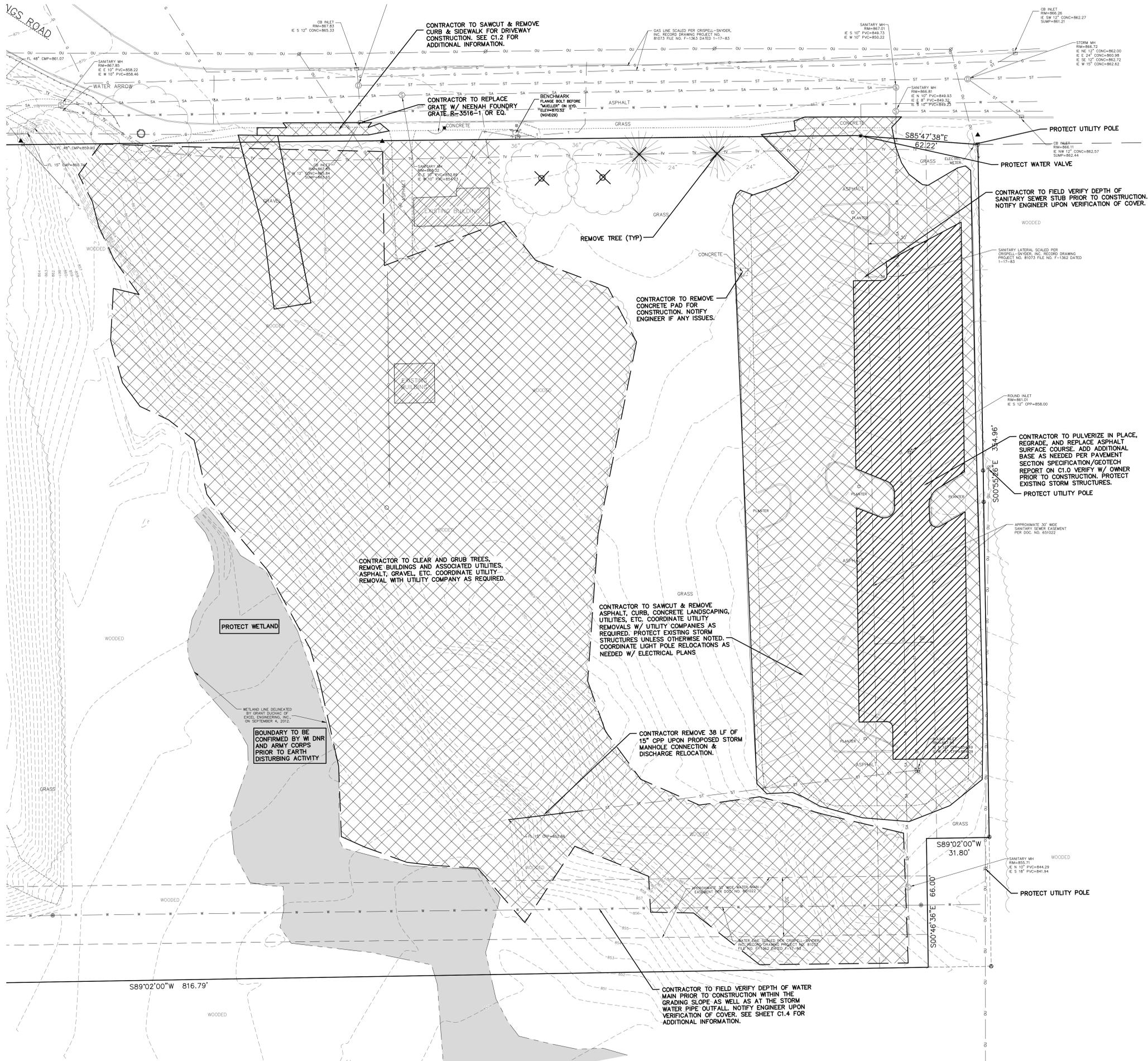


**Author:**  
**Map Produced on:** 2/24/2017  
 Wisconsin State Plane Coordinate System, South Zone  
 Horizontal Datum: NAD27



**Walworth County Information Technology Department  
 Land Information Division**  
 1800 County Trunk NN  
 Elkhorn, Wisconsin 53121-1001

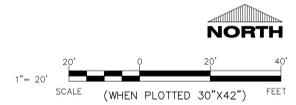
DISCLAIMER: THE INFORMATION PROVIDED ON THIS MAP HAS BEEN PRODUCED AND PROCESSED FROM SOURCES BELIEVED TO BE RELIABLE. NO WARRANTY, EXPRESS OR IMPLIED, IS MADE REGARDING ACCURACY, ADEQUACY, COMPLETENESS, LEGALITY, RELIABILITY OR USEFULNESS OF THIS INFORMATION. THE INFORMATION CONTAINED HEREIN WILL NOT BE ACCEPTED AS AN OFFICIAL DOCUMENT.



NOTE:  
SURFACE INDICATIONS OF UTILITIES ALONG WITH DIGGER'S HOTLINE MARKINGS ON THE SURVEYED PARCEL HAVE BEEN SHOWN. SIZES AND ELEVATION OF UNDERGROUND UTILITIES SHOWN HEREON ARE BASED ON FIELD MEASUREMENTS OF VISIBLE STRUCTURES IN COMBINATION WITH AVAILABLE DATA PROVIDED TO EXCEL ENGINEERING. EXCEL ENGINEERING MAKES NO GUARANTEE THAT ALL THE EXISTING UTILITIES IN THE SURVEYED AREA HAVE BEEN SHOWN NOR THAT THEY ARE IN THE EXACT LOCATION INDICATED. CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE LOCATION OF ALL UTILITIES CRITICAL TO CONSTRUCTION.

NOTE:  
PROPERTY LINES AND EASEMENTS SHOWN ON THIS PLAN ARE BASED ON THE DEED AND EASEMENT DOCUMENTS PROVIDED TO EXCEL ENGINEERING, INC. A TITLE COMMITMENT WAS NOT REVIEWED IN CONJUNCTION WITH THE PREPARATION OF THIS SURVEY.

NOTE:  
CONTRACTOR TO FIELD VERIFY ALL EXISTING UTILITIES ON SITE PRIOR TO CONSTRUCTION



**SITE INFORMATION:**

PROPERTY AREA: AREA = 360,894 S.F. (8.28 ACRES).  
EXISTING ZONING: PLANNED DEVELOPMENT (W/ PLANNED INDUSTRIAL UNDERLYING)  
PROPOSED ZONING: PLANNED DEVELOPMENT (W/ PLANNED INDUSTRIAL UNDERLYING)  
PROPOSED USE: MANUFACTURING  
AREA OF SITE DISTURBANCE: 2.77 ACRES

SETBACKS: BUILDING: FRONT = 25'  
SIDE = 15'  
REAR = 30'  
PAVEMENT: FRONT = 10'  
SIDE = 5'  
REAR = 5'

PROPOSED BUILDING HEIGHT: 36'-8" (MAX. HEIGHT: 35'-0") (INCLUDED W/ PIP)  
PARKING EXISTING (EAST LOT): 102 SPACES - W/ 30 EMPTY (72 SPACES REQ.)  
PARKING REQUIRED (EAST): 1 SPACE PER EMPLOYEE ON LARGEST SHIFT (47 SPACES REQ.)  
PARKING REQUIRED: 119 SPACES REQ. - (EXISTING DEMAND + 47)  
PARKING PROVIDED: 119 SPACES (5 H.C. ACCESSIBLE)  
HANDICAP STALLS REQUIRED: 5, HANDICAP STALLS PROVIDED: 5  
BUILDING OCCUPANCY CLASSIFICATION = F1  
CLASS OF BUILDING CONSTRUCTION = II-B  
LANDSCAPE REQUIREMENTS: MIN. LANDSCAPE SURFACE RATIO: 15%  
MAXIMUM FLOOR SURFACE RATIO : 0.60

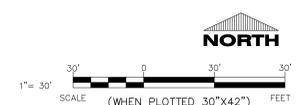
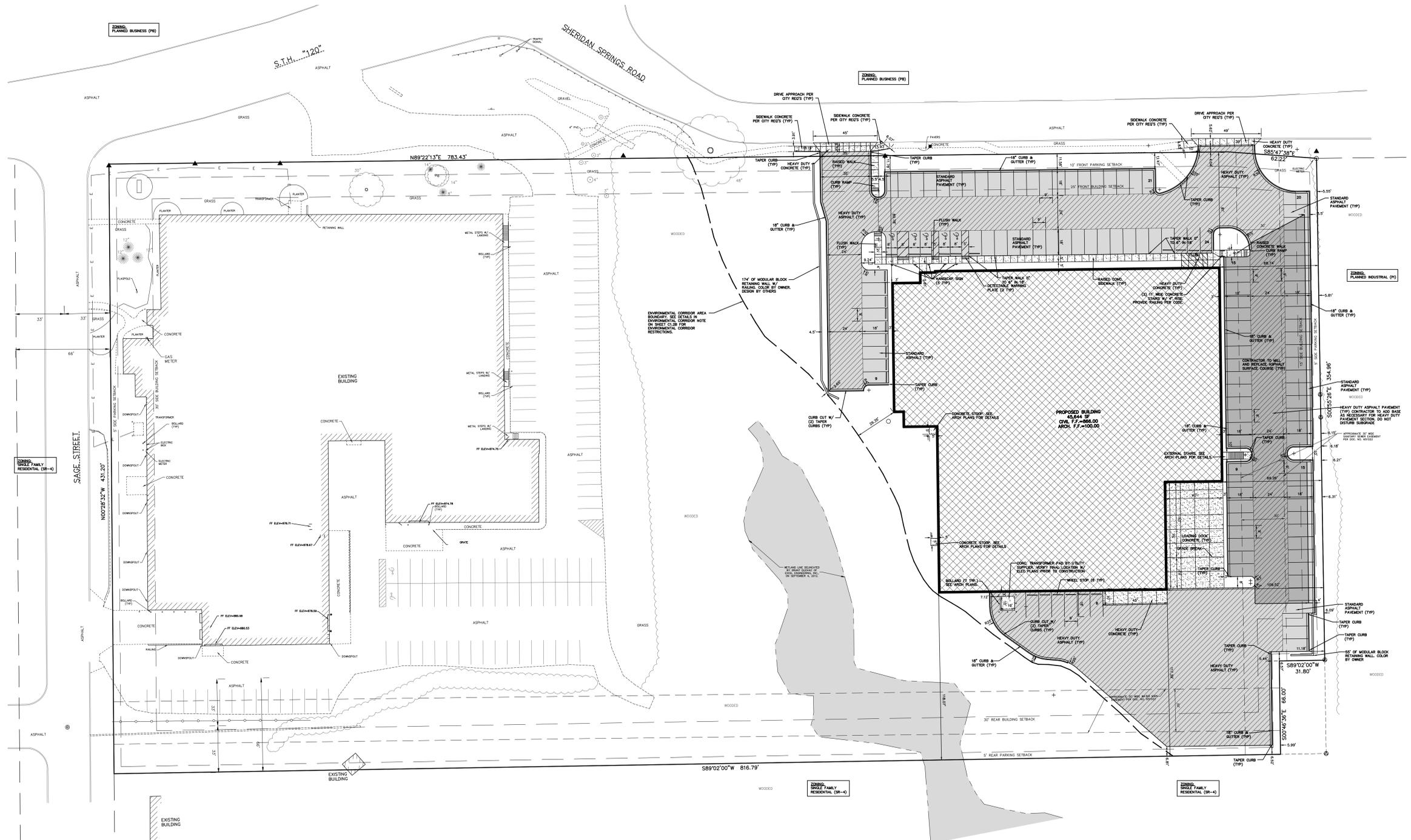
**EXISTING SITE DATA**

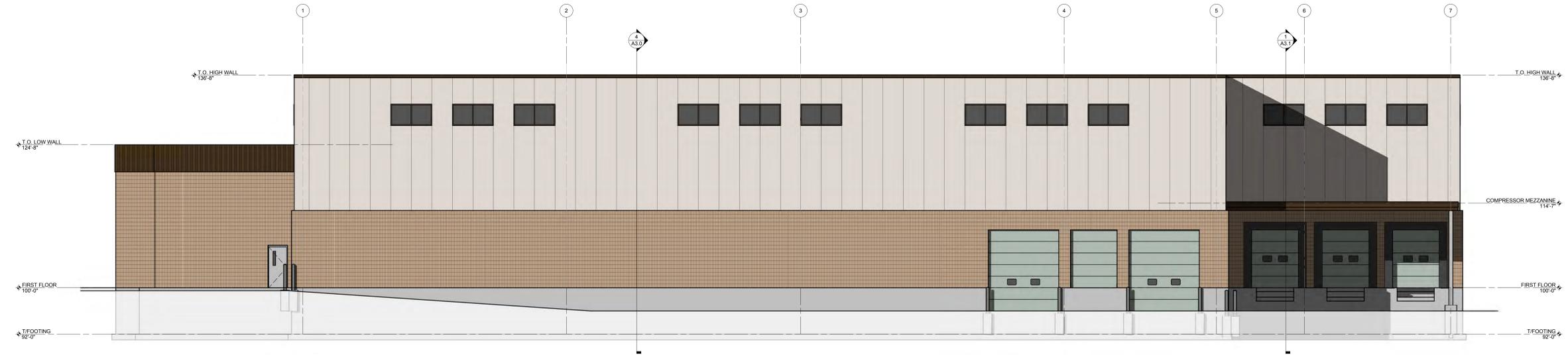
	AREA (AC)	AREA (SF)	RATIO
PROJECT SITE	8.28	360,894	
BUILDING FLOOR AREA	1.48	64,558	17.9%
PAVEMENT (ASP. & CONC.)	1.83	79,711	22.1%
TOTAL IMPERVIOUS	3.31	144,269	40.0%
LANDSCAPE/ OPEN SPACE	4.97	216,625	60.0%

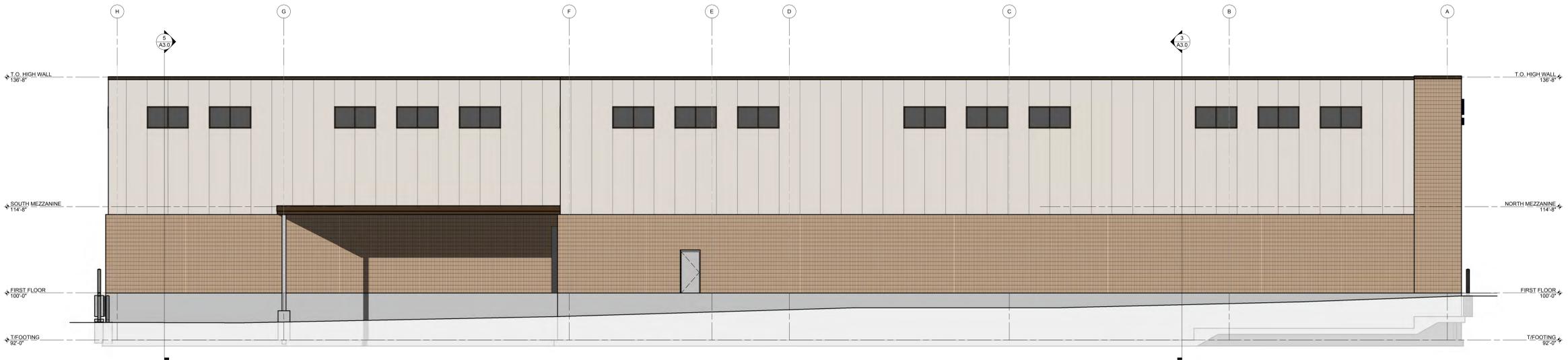
**PROPOSED SITE DATA**

	AREA (AC)	AREA (SF)	RATIO
PROJECT SITE	8.28	360,894	
BUILDING FLOOR AREA	2.52	109,595	30.4%
PAVEMENT (ASP. & CONC.)	2.35	102,223	28.3%
TOTAL IMPERVIOUS	4.86	211,818	58.7%
LANDSCAPE/ OPEN SPACE	3.42	149,076	41.3%





**SOUTH ELEVATION**  
 SCALE: 1/8" = 1'-0"



**EAST ELEVATION**  
 SCALE: 1/8" = 1'-0"

PROPOSED BUILDING FOR:  
**BRUNK INDUSTRIES, INC.**  
 1225 SAGE ST. • LAKE GENEVA, WI 53147

PROFESSIONAL SEAL

**PRELIMINARY DATES**  
 MAR. 15, 2017

**NOT FOR CONSTRUCTION**

**SHEET INFORMATION**  
 EXTERIOR ELEVATIONS

SHEET NUMBER  
**A2.0**



**Public Hearing and Recommendation on a Precise Implementation Plan (PIP) Application filed by Eric Drazkowski, P.E., 100 Camelot Drive, Fond du Lac, WI 54935 on behalf of Brunk Industries to amend an existing Precise Implementation Plan on the Brunk Industries campus to accommodate a Second Manufacturing Building on approximately 8.28 acres located east of the current building on the south side of Sheridan Springs Road, just east of 1225 Sage Street, Tax Key No. ZGC00006**

Eric Drazkowski, Excel Engineering, 100 Camelot Drive, Fond du Lac, WI, gave an overview of the landscaping plan, lighting, utilities, and sidewalk connections. Mr. Hartz questioned the proposed sampling manhole. Mr. Drazkowski stated it is a City requirement. Mayor Kupsik said that is to check the sewage that is going out of the building. Mr. Slavney recommended repeating the granting of the flexibilities. He said the City Engineer has not completed the review of the utility and storm water plans. He did complete a preliminary review.

Skates/Hill motion to close the public hearing. Unanimously carried.

Kuspik/Skates motion to approve the Precise Implementation Plan (PIP) Application filed by Eric Drazkowski, P.E., 100 Camelot Drive, Fond du Lac, WI 54935 on behalf of Brunk Industries to amend an existing Precise Implementation Plan on the Brunk Industries campus to accommodate a Second Manufacturing Building on approximately 8.28 acres located east of the current building on the south side of Sheridan Springs Road, just east of 1225 Sage Street, Tax Key No. ZGC00006 to include all staff recommendations, all flexibility that was discussed, fact finding in the affirmative, and contingent upon the City Engineer's final review of the drawings. Unanimously carried.

**Review and Recommendation of a Concept Plan for Geneva Lake Christian Church, a new worship facility built on vacant land located at the northeast corner of Bloomfield Road and the soon to be built Harmony Drive, Tax Key Nos. ZSF00231 & ZSF00232**

Bill Henry with Kehoe, Henry & Associates, noted the church purchased approximately 7 acres about 5 years ago. The land is east of the old Stein Restaurant. The church is planning to build a one-story structure with a ground floor that would have an exposed, walk-out fellowship hall. It would be exposed on the southeast side with a patio in front of that area. It will be a traditional style in its architecture. They would like a mountable curb design. The church is in the process of reviewing where they may want some accessory structures. They are considering outdoor play equipment and recreation space as well. The church does not foresee letting any outside groups operate within the proposed building on a regular basis. They are requesting two signs on the property. The church will be requesting an exemption to allow completion of the landscaping within 3 years rather than the 1 year requirement. They are also requesting the paving be allowed to be completed in an amount greater than 1 year. The intent is to align their entry drive across Harmony Way from the Golden Years' primary entrance. Ms. Hill questioned the parking lot island flexibility that is being requested. Mr. Slavney explained the ordinance requires when you get to the 11<sup>th</sup> space in a row, you get a landscaped peninsula or island. Mr. Henry hopes to begin construction this fall. They will be filing the GDP application for the May agenda.

**Review and Recommendation of a Concept Plan for a proposed bank on the corner of Williams Street and Marshall Street, Tax Key No. ZRA00033**

Steve Rolfe with Midland Commercial Development located at W228 N745 Westmound Drive, Waukesha, WI, discussed the conceptual site plan review for an Associated Bank branch facility. He noted site layout, driveway access, landscape screening, and landscaping have been discussed with staff. They will be acquiring two parcels, one is vacant and the other is a small duplex. The area has mixed zoning. Mr. Slavney clarified there is planned business zoning where the Clark station was and the two flat currently has residential zoning. The comprehensive plan shows all of Marshall Street in the Neighborhood Mixed Use category. The proposal is consistent with the adopted comprehensive plan. It would require a zoning map amendment for the whole site to the neighborhood zoning district. That would be consistent with the comprehensive plan. Mr. Rolfe stated the landscape buffer was increased to 20 feet on the west property line. There will be a 6 foot board on board fence which will be significantly landscaped.

Wes Barnes with Rinka Chung Architecture, 756 N Milwaukee St. Suite 250, Milwaukee, WI, stated he is representing Associated Bank. The plan has been updated based on the recommendations from the City. Mr. Barnes said there will only be one sign. The building will be one-story with a flat roof. Ms. Hill noted she had been approached to use the Clark station parcel as community gathering space or potential park use. She reached out to the land use people at Kwik Trip headquarters, and they had zero interest in dedicating the space as a park or allowing it to be used as a public

STAFF REPORT  
To Lake Geneva Plan Commission  
Meeting Date: March 20, 2017

Agenda Item #12.

Applicant:

Brunk Factory Building, LLC

Represented by:

Eric Drazkowski, P.E.  
Excel Engineering, Inc.  
100 Camelot Drive  
Fond du Lac, WI 54935

Request:

1225 Sage Street, Lake Geneva, WI 53147  
Proposed Planned Development Amendment  
Precise Implementation Plan (PIP)  
for a Second Manufacturing Building on 8.28 acres

Description:

The applicant is submitting a Precise Implementation Plan (PIP) to amend an existing Planned Development for Brunk Industries. Specifically, the requested amendment is to amend the current PIP to accommodate a proposed second manufacturing building -- east of the current building on the south side of Sheridan Springs Road, just east of Sage Street. A portion of the subject property is currently used by Brunk for a large remote parking lot, linked by a sidewalk connection parallel to Sheridan Springs Road that leads westerly to the current facility. Planned Industrial (PI) is the underlying comparison zoning district.

The proposed PIP is generally consistent with the Concept Plan presented to the Plan Commission at its February 2017 meeting, and is identical to the General Development Plan (GDP) reviewed by the Plan Commission at the March 2017 meeting. The proposed PIP varies from the Concept Plan in that the proposed truck access driveway along the west side of the building has been removed to avoid the boundary of the Primary Environmental Corridor (PEC) recently refined by the Southeastern Wisconsin Regional Planning Commission (SEWRPC). Other changes are minor, and respond to City Staff review comments.

The site includes an existing residential property with an accepted offer to purchase (dated February 21, 2017) that has been incorporated into the subject property and the resulting site plans for this project.

Project Details from PIP Submittal dated March 15, 2017:

**Site Preparation: Sheet C1.1:** Site preparation will not disturb the delineated wetland on the southeast portion of the development area. Existing vegetation will be cleared and grubbed in the central portion of the site. The west half of the existing employee parking lot, including curbs and utility poles, will be removed. The east half of the existing employee parking lot will be recycled and reinstalled. Four large trees will be removed along the Sheridan Springs street frontage to make room for the new parking area.

*Report on the Brunk PIP continues on the next page.*

**Site Plan: Sheets C1.2A and C1.2B:** The PIP will not affect the western portion of the Brunk campus, as depicted on Sheet C1.2A. Note that the wetland and steep slope components of the Primary Environmental Corridor (PEC – designated by the heavy dashed line) will be unaffected by the building footprint or paved area.

Sheet C1.2B provides the details of the PIP at a larger scale. The proposed Site Plan is fully consistent with the General Development Plan. The proposed new building will have a floor area of 45,740 square feet. The primary building entrance is located at the northwest corner of the building – adjacent to the office portion of the building, with a secondary entrance at the northeast corner (along with an overhead door), and another employee entrance along the east wall of the building – adjacent to the employee parking lot. A 3-bay loading ramp is provided on the east side of the south façade of the building, with the loading dock doors facing south. Two more loading doors, served by depressed loading ramps, are located in the center of the south wall. A utility pad is provided along the central portion of the south façade. Most parking and drive areas are protected by a raised curb, except where handicapped access or sheet flow stormwater management necessitates the use of concrete wheel stops.

**Stormwater and Erosion Control Plan: Sheet C1.3:** Stormwater management is provided by a large basin on the west side of the building. Significant site grading in this area is designed to stabilize existing steep slopes and provide a stormwater basin away from the delineated wetland on the site. The proposed grading and erosion control plans are consistent with the PEC protection requirements of SEWRPC, which allow stormwater facilities within the upland margins of the PEC.

**Utility Plan: Sheet C1.4:** The Utility Plan avoids building development over the utility easements on the south and east sides of the site. A private fire hydrant is proposed to be added on the south side of the site, on the southwest edge of the paved area. Light poles are protected from traffic.

**Landscaping Plan: Sheet C1.5:** The Landscaping Plan responds to the City’s landscaping requirements, but flexibilities are requested in the application, because all required landscaping simply will not fit on the developed portions of the site. The large trees that will be removed along Sheridan Springs Road during site preparation will be replaced with double the amount of new large trees. Proposed landscaping will be attractive and should be long-lasting. A hedge, mainly comprised of evergreen arbor vitae, will be provided along most of the east property line, and will buffer headlights.

**Site Details: Sheet C1.6:** A not-to-scale cross-section diagram of the stormwater basin is provided. Note the use of the required safety shelf and 3-to-1 side slopes.

**Site Photometric Plan: Sheet PXP1:** The site lighting fully complies with the City’s advanced lighting standards, including the 0.5 footcandle limit at all property lines. High-quality LED fixtures are used for all exterior lighting. Light fixture details are provided on Sheet PXP2.

**Floor Plan: Sheet A1.1:** The floor plan depicts details of the office and meeting room area on the northwest corner of the building, and also clearly depicts the refuse area concealed in the depressed loading ramp area on the south side of the building. The cross-hatched area in the middle of the building depicts the approximate reach of the internal crane system that drives the GDP and PIP request for flexibility for extra height of the building.

**Building Elevations: Sheets A2.0 and A2.1:** The building elevations clearly show the use of similar exterior materials, finishes and colors so that the proposed building complements the existing building.

**Stormwater Plan:** The proposed Stormwater Plan complies with all requirements. The existing wetland will be protected from site disturbance and stormwater impacts.

*Report on the Brunk PIP continues on the next page.*

Relation to Base Zoning Standards:

All Planned Developments must explicitly identify any flexibilities being requested from base zoning standards in the most comparable regular zoning district. In this instance, the Planned Industrial (PI) zoning district – which is often applied to industrial developments with indoor activities and storage, provides that comparison zoning district. Fully consistent with the General Development Plan, the proposed Precise Implementation Plan is requesting the same 6 such flexibilities:

1. The maximum *height of the building* is requested to be 36’ 8” – due to the need to accommodate specialized indoor manufacturing equipment – compared to the 35 foot maximum height limit in the PI zoning district;
2. The maximum *driveway width* is requested to be 45 feet to accommodate the need for tight large truck turns necessitated by the site’s environmental corridor limitations – compared to the 40 foot maximum width for driveways in the PI zoning district;
3. The minimum *landscaping requirements for paved areas* is requested to be 62 points per 10,000 square feet of paved area to reflect the tight site layout and the presence of extensive steep slopes – compared to 80 points in the PI zoning district;
4. The minimum *landscaping requirements for building foundations* is requested to be 32 points per 100 feet of building perimeter square feet of building floor area to reflect the tight site layout and the presence of extensive steep slopes – compared to 40 points in the PI zoning district;
5. The minimum landscaping requirements for *developed lots* is requested to be 2 points per 1,000 square feet of building floor area to reflect the tight site layout and the presence of extensive steep slopes – compared to 10 points in the PI zoning district; and,
6. The minimum *parking lot aisle dimensions* are requested to be a 24 foot wide drive aisle to reflect the tight site layout and the presence of extensive steep slopes – compared to the 26 foot wide drive aisle required in all zoning districts.

City staff notes that although the technical requirements for site landscaping will not be met by the proposed development in Flexibilities 3, 4, and 5, above, the significant existing vegetation that will be preserved within the environmental corridor provides a total amount of landscaping on the site in excess of all combined zoning requirements.

All other zoning requirements are met, or in most cases met with “room to spare”.

Action by the Plan Commission:

Recommendation to the Common Council on the proposed Precise Implementation Plan (PIP):

As part of the consideration of the requested Planned Development / Precise Implementation Plan step, the Plan Commission is required to:

- Provide the Common Council with a *recommendation* regarding the proposed PIP;
- Include *findings* required by the Zoning Ordinance for PIPs; and,
- Provide specific suggested *requirements* to modify the project as submitted.

*Report on the Brunk PIP continues on the next page.*

Staff Review Comments:

The Plan Commission had a favorable reaction to the proposed Concept Plan for Brunk Industries when presented at the February 2017 meeting. The proposed PIP is very consistent with the Concept Plan and the GDP, and has been modified to comply with the recent environmental corridor delineation by SEWRPC staff in March 2017.

The proposed new building will strongly complement the current building's excellence in design, exterior materials, and durability. The proposed site plan is carefully designed to respond to the presence of the environmental corridor on the west side of the proposed building, including the presence of steep slopes and wetland areas.

Loading activity is directed to the rear of the building and away from Sheridan Springs Road – which has recently been connected to Edwards Boulevard to provide a well-travelled route for residents and tourists. The loading docks will be completely screened from view by the building itself. Dumpsters will be located within the depressed loading bays. No other outdoor storage of any kind is proposed.

The parking lot design varies in response to stormwater management objectives. Solid curbs are proposed on the front side of the site to improve appearance and long-term durability. Proposed landscaping is of high-quality materials and design, as is all proposed exterior lighting. Lighting levels are fully in compliance with the Zoning Ordinance. Site utilities have been reviewed by City Staff and are fully acceptable, as are fire protection components and the stormwater management plan.

Required Plan Commission Findings on the PIP for Recommendation to the Common Council:

A proposed PIP must be reviewed by the standards for Conditional Use Permits, below:

- A. If, after the public hearing, the Commission wishes to recommend *approval*, then the appropriate fact finding would be all of the following:
1. In general, the proposed PIP is in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
  2. Specific to this site, the proposed PIP is in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
  3. The proposed PIP 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 the Zoning Ordinance, 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 PIP maintains the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.

*Report on the Brunk PIP continues on the next page.*

5. The proposed PIP is 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.
  6. The potential public benefits of the proposed PIP 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 one or more of the following:
1. In general, the proposed PIP is not in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
  2. Specific to this site, the proposed PIP is not in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.
  3. The proposed PIP 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 the Zoning Ordinance, 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 PIP 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 PIP is not located in an area that will be adequately served by, and will impose an undue burden on any of the improvements, facilities, utilities or services provided by public agencies serving the subject property.
  6. The potential public benefits of the proposed PIP 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 Recommendation on the proposed Precise Implementation Plan:

1. Staff recommends that the Plan Commission recommends *approval* of the PIP as submitted, including the granting of all requested zoning ordinance flexibilities (1 through 6), above.
2. Staff recommends the *affirmative set of findings* provided above, noting that the proposal is consistent with the Comprehensive Plan's Future Land Use Map which allows for Light Industrial development; meets all development intensity and bulk requirements of the PI district with the exception of a building height exceeding the district maximum by under two feet; and is very complementary in design, materials, and colors to the existing Brunk building next door.
3. Finally, staff recommends that *no additional conditions of approval* be attached.

**City of Lake Geneva  
Finance, License, & Regulation Committee  
March 21, 2017**

**Prepaid Checks**

**3/6 - 3/17**

**Total:  
\$35,575.01**

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

**\$ 29,765.00** *Ewald Hartford - New Squad #204-17*

FROM 03/06/2017 TO 03/13/2017

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
EQUAL	EQUAL RIGHTS DIVISION								
	250-2/17			02/28/17		700041	03/07/17	67.50	67.50
		01 WORK PERMITS-FEB	1100002422						67.50
								VENDOR TOTAL:	67.50
EWALD	EWALD HARTFORD LLC								
	22739			02/28/17		64656	03/09/17	29,765.00	29,765.00
		01 NEW SQUAD #204-17	5021005800						29,765.00
								VENDOR TOTAL:	29,765.00
HOME	HOME DEPOT CREDIT SERVICES								
	5297-2/17			02/21/17		64657	03/09/17	217.89	217.89
		01 GLASS CLEANER, SOLAR SALT, BRUSH	1116105350						48.51
		02 HANDSOAP	1151105240						10.98
		03 DAMP RID	4234505250						158.40
								VENDOR TOTAL:	217.89
MLIC	SECURIAN FINANCIAL GROUP								
	RE030917			03/01/17		64658	03/09/17	1,596.76	1,596.76
		01 INV 099002-APR LIFE INS	1112005134						10.11
		02 INV 099002-APR LIFE INS	1113005134						34.09
		03 INV 099002-APR LIFE INS	1114305134						9.14
		04 INV 099002-APR LIFE INS	4234505134						23.06
		05 INV 099002-APR LIFE INS	1115105134						44.20
		07 INV 099002-APR LIFE INS	1124005134						-49.92
		12 INV 099009-APR LIFE INS	1121005134						239.30
		15 INV 099010-APR LIFE INS	1122005133						66.28
		17 INV 099019-APR LIFE INS	9900005134						66.02
		23 INV 099052-APR LIFE INS	4055105134						3.70
		24 INV 099052-APR LIFE INS	1132105134						131.56
		25 INV 099052-APR LIFE INS	1116105134						20.86
		26 INV 099016-APR LIFE INS	4800005134						30.28
		27 APR LIFE INS	1110005133						112.07
		28 APR LIFE INS	1100002134						831.60
		29 INV 099002-APR LIFE INS	1114205134						24.41
								VENDOR TOTAL:	1,596.76
TIETZ	KATIE TIETZ								
	REIMB 3/17			03/01/17		64659	03/09/17	63.00	63.00
		01 MEALS-NCTC TRAINING	1121005331						63.00
								VENDOR TOTAL:	63.00

FROM 03/06/2017 TO 03/13/2017

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
UNEMP	UNEMPLOYMENT INSURANCE								
	8247325			02/28/17		64660	03/09/17	678.08	678.08
		01 UE-PARKING	1110005154						396.02
		02 UE-STREETS	1110005154						282.06
								VENDOR TOTAL:	678.08
USBANK	US BANK								
	3341-2/17			02/10/17		64661	03/09/17	1,683.77	1,683.77
		01 DOCKERS-KELLER RETURN	1121005138						-286.85
		02 APCO-MED EMD-BEHRENS	1121005410						169.00
		03 STARBUCKS-CRSNG GRD GIFT CARDS	1121005399						60.00
		04 MADISON-CIT TRNG-HANSEN	1121005410						375.25
		05 DOCKERS-UNIF KELLER	1121005138						294.35
		06 BWB-FBI LEEDA GRITZNER	1121005331						9.20
		07 CA PIZZA-FBI LEEDA GRITZNER	1121005331						20.91
		08 SOLLYS-FBI LEEDA GRITZNER	1121005331						16.34
		09 UWW-CYCLE COURSE WALSER	1121005410						25.00
		10 UWW-CYCLE COURSE THORNBURGH	1121005410						25.00
		11 KOPPS-FBI LEEDA GRITZNER	1121005331						6.05
		12 BD'S GRILL-FBI LEEDA GRITZNER	1121005331						17.46
		13 USPS-POSTAGE	1121005312						49.00
		14 WALMART-MEDS/DISPATCH	1121005399						129.91
		15 DOCKERS-UNIF KELLER	1121005138						183.15
		16 WAWP-GEE CONFERENCE	1121005410						120.00
		17 WAWP-WAY CONFERENCE	1121005410						120.00
		18 UWM-ONLINE COURSE-MOORE	1121005410						350.00
								VENDOR TOTAL:	1,683.77
WIDOTR	REGISTRATION FEE TRUST								
	TITLE SQUAD #204-17			03/08/17		64662	03/09/17	74.50	74.50
		01 TITLE FEE-SQ #204-17	1121005361						74.50
								VENDOR TOTAL:	74.50
								TOTAL --- ALL INVOICES:	34,146.50

FROM 03/15/2017 TO 03/17/2017

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
PROPH	PROPHOENIX								
	2017105	01 MAINTENANCE	1121005450	01/24/17		64757	03/16/17	125.00	125.00 125.00
								VENDOR TOTAL:	125.00
VERIZON	VERIZON WIRELESS								
	9780969285	01 CELL CHGS-FEB	1122005221	02/23/17		64758	03/16/17	1,303.51	255.97 255.97
	9781295311	01 AIR CARDS-FEB	1129005221	03/01/17		64758	03/16/17	1,303.51	40.01 40.01
	9781295728	01 CELL CHGS-FEB	1121005221	03/01/17		64758	03/16/17	1,303.51	372.86 372.86
	9781459200	01 AIR CARDS-FEB	1121005221	03/03/17		64758	03/16/17	1,303.51	634.67 634.67
								VENDOR TOTAL:	1,303.51
								TOTAL --- ALL INVOICES:	1,428.51

**City of Lake Geneva  
Finance, License, & Regulation Committee  
March 21, 2017**

**Accounts Payable**

	<u>Fund #</u>	
1. General Fund	11	\$ 245,218.69
2. Debt Service	20	\$ -
3. TID #4	34	\$ 6,500.00
4. Lakefront	40	\$ 3,885.87
5. Capital Projects	41	\$ -
6. Parking	42	\$ 621.24
7. Cemetery	48	\$ 287.95
8. Equipment Replacement	50	\$ -
9. Library Fund	99	\$ 1,120.07
10. Impact Fees	45	\$ -
11. Tax Agency Fund	89	\$ -
<b>Total All Funds</b>		<b><u><u>\$257,633.82</u></u></b>

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

**FINANCE, LICENSE, & REGULATION COMMITTEE  
FLR Meeting Date: 3/21/2017**

**TOTAL UNPAID ACCOUNTS PAYABLE** **\$ 257,633.82**

**ITEMS > \$5,000**

R&R Insurance - Workers Comp & Liability Insurance; 2016 Adjustment	\$ 143,907.00
John's Disposal - March Refuse & Recycling Service	\$ 37,888.54
Alliant Energy - March Electric Bills	\$ 19,543.63
Vandewalle & Associates - January & February Planning	\$ 12,199.15
Schenck Business Solutions - TID Final Audit; 2016 Preliminary Audit	\$ 11,750.00
Municipal Services LLC - February Services	\$ 7,338.75

Balance of Other Items \$ 25,006.75

INVOICES DUE ON/BEFORE 03/28/2017

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
-----							
A+	A+ GRAPHICS & PRINTING						
13293	03/07/17	01	BLUEPRINTS-LOOKOUT TOWER	1152005840		03/28/17	5.00
						INVOICE TOTAL:	5.00
						VENDOR TOTAL:	5.00
ACCUR	ACCURATE APPRAISAL LLC						
2016 FINAL	12/31/16	01	2016 CONTRACT-FINAL PMT	1115405210		03/28/17	4,373.13
						INVOICE TOTAL:	4,373.13
						VENDOR TOTAL:	4,373.13
ALLIANT	ALLIANT ENERGY						
RE031517	03/02/17	01	ACCT #026273-HAVENWOOD FLSH	1134105222		03/28/17	10.93
		02	ACCT #057300-SOUTH/WELLS FLSH	1134105222			15.67
		03	ACCT #064443-WELLS ST FLSH	1134105222			17.06
		04	ACCT #072470-MAIN ST LITES	1134105223			349.27
		07	ACCT #108571-1055 CAREY	1132105222			170.63
		08	ACCT #111395-BROAD ST TRFC LT	1134105223			55.24
		11	ACCT #148614-HWY 50/12 FLASHER	1134105222			14.12
		12	ACCT #152472-W COOK SIREN	1129005222			18.83
		13	ACCT #161895-RIVIERA ELEC	4055305222			2,112.86
		14	ACCT #165231-BEACH HOUSE	4054105222			306.40
		15	ACCT #178450-INTCHG N/SHER SPR	1134105223			73.17
		16	ACCT #182684-HWY 120/BLMFLD LT	1134105223			102.10
		17	ACCT #243254-LIBRARY PARK	1152005222			22.35
		18	ACCT #252132-EDWDS BLVD/WM SIG	1134105223			103.28
		20	ACCT #293132-SAGE ST/DUNN SRN	1129005222			4.69
		21	ACCT #303645-MS2 STREET LTS	1134105223			303.49
		22	ACCT #327582-DUNN FIELD	1152005922			184.09
		23	ACCT #339772-SNAKE RD/HWY 50	1134105222			14.12
		24	ACCT #363673-VETS PK/TWNLN RD	1152015222			137.44
		25	ACCT #393713-MUSEUM 256 MILL	1151105222			717.52
		27	ACCT #401872-WELLS ST FLSH	1134105222			13.68
		28	ACCT #414694-HOST DR WATER TWR	1122005222			232.55

INVOICES DUE ON/BEFORE 03/28/2017

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
-----							
ALLIANT	ALLIANT ENERGY						
RE031517	03/02/17	29	ACCT #422323-GENEVA SQ TRF LT	1134105223		03/28/17	34.47
		30	ACCT #433371-LIBRARY	9900005222			827.15
		31	ACCT #457625-LOT LITE GNVA ST	1134105223			291.02
		32	ACCT #462852-WELLS ST FLSH	1134105222			84.14
		33	ACCT #549716-FLAT IRON PARK	1152005222			166.80
		34	ACCT #566211-W HWY 50 BLK FLSH	1134105222			14.12
		35	ACCT #595515-LIB PARK RESTROOM	1152005222			229.14
		36	ACCT #602235-724 WILLIAMS ST	1134105223			27.52
		37	ACCT #604445-S LAKESHORE DR FL	1134105222			11.26
		38	ACCT #622184-S LAKESHORE DR	1152005222			27.30
		39	ACCT #630016-COOK ST/HWY 50	1134105223			36.82
		40	ACCT #661112-OAK HILL CEMETERY	4800005222			158.68
		41	ACCT #684954-730 MARSHALL SRN	1129005222			26.77
		43	ACCT #688465-TENNIS CTS/SCHL	1152005222			18.83
		44	ACCT #718894-OAK HILL CEMETERY	4800005222			31.18
		46	ACCT #732492-389 EDWDS TRF LT	1134105223			116.10
		47	ACCT #734115-HWY 50/HWY 12 LTS	1134105222			29.29
		48	ACCT #738154-RUSHWOOD PARK	1152005222			29.77
		49	ACCT #758433-700 GENEVA ST LOT	1134105223			234.79
		50	ACCT #758940-1065 CAREY ST	1132105222			466.28
		51	ACCT #759513-STREET LIGHTS	1134105223			6,870.39
		52	ACCT #800930-VETS PK SCOREBRD	1152015222			177.10
		53	ACCT #837813-SEM PARK RESTROOM	1152005222			18.83
		54	ACCT #895526-HWY 50 TRF LT	1134105223			169.27
		55	ACCT #912610-GEORGE ST FLSHR	1134105222			11.26
		56	ACCT #923482-1070 CAREY ST	1132105222			184.15
		59	ACCT #926683-FLAT IRON PK/WRGL	1152005222			37.76
		60	ACCT #932215-DODGE ST FLSHR	1134105222			12.16
		63	ACCT #940353-IMPND 1070 CAREY	1121005222			22.59
		64	ACCT #952816-FIRE HOUSE	1122005222			754.06
		65	ACCT #957203-HWY 120/TWNLD RD	1134105222			107.51
		66	ACCT #965570-201 EDWARDS SIREN	1129005222			18.70
		67	ACCT #969933-CITY HALL	1116105222			2,976.18
		68	ACCT #973443-VETS PARK PAVLN	1152015222			145.50

INVOICES DUE ON/BEFORE 03/28/2017

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
-----							
ALLIANT ALLIANT ENERGY							
RE031517	03/02/17	69	ACCT #980910-DONIAN PARK	1152005222		03/28/17	171.26
		70	ACCT #998403-COBB PARK	1152005222			25.99
						INVOICE TOTAL:	19,543.63
						VENDOR TOTAL:	19,543.63
ARROW ARROW PEST CONTROL INC							
70950	03/02/17	01	PEST CONTROL-FEB	1116105360		03/28/17	55.00
						INVOICE TOTAL:	55.00
						VENDOR TOTAL:	55.00
AT&TL AT&T LONG DISTANCE							
RE031517	03/04/17	01	LONG DIST-MAR	1100001391		03/28/17	13.08
		03	LONG DIST-MAR	4800005221			0.80
		04	LONG DIST-MAR	1132105221			2.32
		05	LONG DIST-MAR	1122005221			11.13
		06	LONG DIST-MAR	9900005221			4.92
		07	LONG DIST-MAR	1121005221			82.93
		08	LONG DIST-MAR	1116105221			0.37
		09	LONG DIST-MAR	1112005221			0.20
						INVOICE TOTAL:	115.75
						VENDOR TOTAL:	115.75
BSL BADGER STATE INDUSTRIES							
305900	10/14/16	01	TP,TOWELS,DISPENSERS	1122005350		03/28/17	109.13
		02	TP,TRASH BAGS,TOWELS	1116105350			197.70
						INVOICE TOTAL:	306.83
306037	10/20/16	01	TOILET PAPER	1152005350		03/28/17	510.60
						INVOICE TOTAL:	510.60
306894	12/15/16	01	TOWELS,TP	1151105240		03/28/17	65.45

INVOICES DUE ON/BEFORE 03/28/2017

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
-----							
BSL	BADGER STATE INDUSTRIES						
306894	12/15/16	02	TRASH BAGS, TP	1116105350		03/28/17	180.82
		03	TRASH BAGS	1121005380			87.89
						INVOICE TOTAL:	334.16
308302	03/09/17	01	PAPER TOWELS	1122005350		03/28/17	33.44
		02	TP, TOWELS, TRASH BAGS	1116105350			180.64
		03	PAPER TOWELS	1151105240			16.61
						INVOICE TOTAL:	230.69
CM-264104	05/25/16	01	TOILET PAPER RETURN	1152005350		03/28/17	-1,937.60
						INVOICE TOTAL:	-1,937.60
						VENDOR TOTAL:	-555.32
BUMPL	BUMPER TO BUMPER AUTO PARTS						
662-361653	03/15/17	01	TOWELS, CAR WAX	1132105351		03/28/17	29.96
						INVOICE TOTAL:	29.96
						VENDOR TOTAL:	29.96
CES	CES						
LKG/037239	03/09/17	01	CABLE CUTTERS, ELEC TAPE	1132105340		03/28/17	59.82
						INVOICE TOTAL:	59.82
						VENDOR TOTAL:	59.82
CHASE	CHASE CARD SERVICES						
8486-3/17	03/08/17	01	MULTI-TECH MODEM RETURN	4234505250		03/28/17	-94.50
		02	WCCM-WCMA CONF REG	1114205332			231.75
		03	COMPLYRIGHT-1095C FILING	1115105310			76.26
		04	WATERFRONT HOTEL-WCMA CONF	1114205331			185.98
		05	TACO BELL-WCMA CONF	1114205331			6.30
		06	KFC-WCMA CONF	1114205331			9.48
		07	LOCAL GOV ED-WGFOA CONF SLATER	1115105332			110.00

INVOICES DUE ON/BEFORE 03/28/2017

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
-----							
CHASE	CHASE CARD SERVICES						
8486-3/17	03/08/17	08	WALMART-TAPE	4234505250		03/28/17	28.44
		09	WALMART-HANDWARMERS	4234505310			20.00
		10	WALK CTY-STORMWTR WKSHP	1132105331			100.00
		11	UWEX-MGMT CLASS WASWO	1132105332			150.00
		12	UWEX-CUST SVC CLASS-EARLE	1132105332			150.00
		13	HYATT-ARBORIST CONF-FOSTER	1132135410			267.42
		14	VIMEO-ANNUAL FEE	1115105450			199.00
		15	WMCA-DIST 5 CONF/WASWO,GUND	1114305332			60.00
		16	APW-HW AD-B&Z ADMIN	1124005399			295.00
		17	DOC SALES-PERMIT SEALS	1124005310			792.57
		18	WALMART-WATER	1114305311			7.96
		19	WALMART-REFRESHMENTS	1114305311			22.40
		20	SUBWAY-POLLWORKERS MEAL	1114305311			68.58
		21	CROWD CONTROL-STANCHIONS	1114305311			239.78
		22	GODADDY-DOMAIN RENEWALS	1115105450			30.34
		23	PAYPAL-ABS BALLOT STAMP	1114305311			10.25
		24	PAPAYLL-ABS BALL ADDRESS STAMP	1114305311			10.25
		25	HI-ACTIVE SHOOTER CONF PETERS	1122005412			82.00
		26	ASHLAND-ROLLER BRNGS-BOAT TRL	1122005351			674.30
						INVOICE TOTAL:	3,733.56
						VENDOR TOTAL:	3,733.56
CINTAS	CINTAS CORP						
5006390328	10/25/16	01	MEDS,MED CABINET ORG	1132105390		03/28/17	58.42
						INVOICE TOTAL:	58.42
						VENDOR TOTAL:	58.42
DIREC	DIRECTPATH						
33063	02/27/17	01	PATIENT CARE-MARCH	1110205132		03/28/17	274.50
						INVOICE TOTAL:	274.50
						VENDOR TOTAL:	274.50
DUNN	DUNN LUMBER & TRUE VALUE						

INVOICES DUE ON/BEFORE 03/28/2017

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
-----							
DUNN	DUNN LUMBER & TRUE VALUE						
676739	03/02/17	01	WHEEL, STEEL WOOL, GLUE	1132105340		03/28/17	17.97
		02	DISCOUNT	1100004819			-0.90
						INVOICE TOTAL:	17.07
676788	03/03/17	01	CHIPPER BOX SUPPLIES-#17	1132135420		03/28/17	73.12
		02	DISCOUNT	1100004819			-3.66
						INVOICE TOTAL:	69.46
676801	03/03/17	01	BOLTS-TRUCK #15	1132105351		03/28/17	29.12
		02	DISCOUNT	1100004819			-1.46
						INVOICE TOTAL:	27.66
677019	03/06/17	01	SHIMS, HOLE SAW-BIRD HOUSES	1152005352		03/28/17	26.63
		02	DISCOUNT	1100004819			-0.64
						INVOICE TOTAL:	25.99
677037	03/07/17	01	PAINT, LEG TIPS-TABLES	4055105360		03/28/17	11.15
		02	DISCOUNT	1100004819			-0.46
						INVOICE TOTAL:	10.69
677154	03/07/17	01	FURNACE FILTER, CLEANER	4055105360		03/28/17	71.43
		02	DISCOUNT	1100004819			-3.57
						INVOICE TOTAL:	67.86
677178	03/08/17	01	QUICK LINK-GROOMER FIX	1152005951		03/28/17	3.98
		02	DISCOUNT	1100004819			-0.20
						INVOICE TOTAL:	3.78
677433	03/10/17	01	TRASH BAGS	1132105350		03/28/17	4.99
		02	DISCOUNT	1100004819			-0.25
						INVOICE TOTAL:	4.74
677703	03/14/17	01	PAINT-STAIRS	4055105360		03/28/17	7.98
		02	DISCOUNT	1100004819			-0.40
						INVOICE TOTAL:	7.58

INVOICES DUE ON/BEFORE 03/28/2017

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
DUNN	DUNN LUMBER & TRUE VALUE						
677725	03/14/17	01	HOLE STRAP	1116105350		03/28/17	1.98
		02	DISCOUNT	1100004819			-0.10
						INVOICE TOTAL:	1.88
677747	03/14/17	01	HOLE STRAP CREDIT	1116105350		03/28/17	-1.98
		02	HOLE STRAP	1116105350			1.78
		03	DISCOUNT	1100004819			0.01
						INVOICE TOTAL:	-0.19
677805	03/15/17	01	OIL-CHAIN SAWS	1132135430		03/28/17	59.96
						INVOICE TOTAL:	59.96
677814	03/15/17	01	PAINT-RAILS&SIDE BOARDS	1132105351		03/28/17	44.16
		02	DISCOUNT	1100004819			-0.80
						INVOICE TOTAL:	43.36
677856	03/15/17	01	PAINT-RIMS TRK #23	1132105351		03/28/17	14.97
		02	DISCOUNT	1100004819			-0.75
						INVOICE TOTAL:	14.22
677857	03/15/17	01	PAINT ROLLERS	1152005352		03/28/17	38.97
		02	DISCOUNT	1100004819			-0.50
						INVOICE TOTAL:	38.47
677910	03/16/17	01	PAINT-BIRD HOUSES	1152005352		03/28/17	34.99
						INVOICE TOTAL:	34.99
677927	03/16/17	01	STAIN-SIDE BOARDS TRK #126	1132105351		03/28/17	21.28
		02	DISCOUNT	1100004819			-1.06
						INVOICE TOTAL:	20.22
K68605	12/03/16	01	MASKING TAPE	1122005340		03/28/17	29.94
		02	DISCOUNT	1100004819			-1.50
						INVOICE TOTAL:	28.44

INVOICES DUE ON/BEFORE 03/28/2017

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
DUNN DUNN LUMBER & TRUE VALUE							
K77243	03/08/17	01	SHIMS-BIRD HOUSE FIX	1152005352		03/28/17	20.85
						INVOICE TOTAL:	20.85
K77292	03/08/17	01	BALLCOCK SVC PACK	1151105240		03/28/17	2.99
		02	REPAIR KIT	1116105350			2.99
		03	DISCOUNT	1100004819			-0.30
						INVOICE TOTAL:	5.68
K77384	03/09/17	01	LEG TIPS,CLEANER	4055105360		03/28/17	105.27
		02	DISCOUNT	1100004819			-5.26
						INVOICE TOTAL:	100.01
						VENDOR TOTAL:	602.72
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
ELKHO ELKHORN CHEMICAL CO INC							
585160	03/07/17	01	FLOOR PADS	4055105360		03/28/17	30.63
						INVOICE TOTAL:	30.63
585183	03/06/17	01	SPRAY,FLOOR PADS	4055105360		03/28/17	162.76
						INVOICE TOTAL:	162.76
						VENDOR TOTAL:	193.39
FAST FASTENAL COMPANY							
WIELK129447	02/21/17	01	DIELECTRIC GREASE	1132105340		03/28/17	19.49
						INVOICE TOTAL:	19.49
						VENDOR TOTAL:	19.49

INVOICES DUE ON/BEFORE 03/28/2017

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
-----							
FLOWE	JIM FLOWER						
MILEAGE-02/17	02/28/17	01	FEB-214 MILES C/E	1124005330		03/28/17	114.49
						INVOICE TOTAL:	114.49
						VENDOR TOTAL:	114.49
GENCODE	GENERAL CODE LLC						
GC00101107	03/01/17	01	ANNUAL CODE MAINT FEE	1114305218		03/28/17	495.00
						INVOICE TOTAL:	495.00
						VENDOR TOTAL:	495.00
HARRI	HARRIS COMPUTER SYSTEMS						
XT00005963	02/27/17	01	1099 FORMS/ENVELOPES	1115105310		03/28/17	131.60
						INVOICE TOTAL:	131.60
						VENDOR TOTAL:	131.60
HESTA	HE STARK AGENCY INC						
6089 COURT 3/17	03/07/17	01	COLLECTION FEES-MAR	1112005214		03/28/17	3.32
						INVOICE TOTAL:	3.32
						VENDOR TOTAL:	3.32
ITU	ITU ABSORB TECH INC						
6717474	12/29/16	01	MATS,MOPS,FRAGRANCE	4055105350		03/28/17	66.05
						INVOICE TOTAL:	66.05
6757555	03/10/17	01	MATS,TOWELS,COVERALLS	1132105360		03/28/17	91.34
						INVOICE TOTAL:	91.34
6757556	03/10/17	01	MATS	1116105360		03/28/17	93.44
						INVOICE TOTAL:	93.44
						VENDOR TOTAL:	250.83
JANES	BLISS COMMUNICATIONS, INC						

INVOICES DUE ON/BEFORE 03/28/2017

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
-----							
JANES BLISS COMMUNICATIONS, INC							
10509-0217	02/28/17	01	HW AD-B&Z ADMIN	1124005399		03/28/17	743.75
						INVOICE TOTAL:	743.75
						VENDOR TOTAL:	743.75
JOHNS JOHNS DISPOSAL SERVICE INC							
111293	03/06/17	01	MAR SVC	1136005294		03/28/17	26,890.64
		02	MAR SVC	1136005297			10,997.90
						INVOICE TOTAL:	37,888.54
						VENDOR TOTAL:	37,888.54
JOURN JOURNAL PUBLISHING GROUP							
4712419	02/19/17	01	HW AD-BZ ADMIN	1124005399		03/28/17	1,010.16
						INVOICE TOTAL:	1,010.16
						VENDOR TOTAL:	1,010.16
JUREW JUREWICZ, JUDY							
3425	03/08/17	01	FILTERS,PLUGS,SVC-TORO #7	1152005250		03/28/17	617.73
						INVOICE TOTAL:	617.73
3426	03/08/17	01	FILTERS,PLUGS,SVC-TORO #8	1152005250		03/28/17	436.93
						INVOICE TOTAL:	436.93
						VENDOR TOTAL:	1,054.66
LAKESI LAKESIDE INTERNATIONAL LLC							
2131968P	01/10/17	01	CABLE ASSEMBLY-TRK #25	1132105351		03/28/17	166.34
						INVOICE TOTAL:	166.34
2132243P	01/13/17	01	HOOD LATCH-TRK #21	1132105351		03/28/17	43.56
						INVOICE TOTAL:	43.56
2136797P	03/13/17	01	BRAKE CHAMBER-TRK #27	1132105351		03/28/17	132.06
						INVOICE TOTAL:	132.06
						VENDOR TOTAL:	341.96

INVOICES DUE ON/BEFORE 03/28/2017

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
-----							
LANGE LANGE ENTERPRISES INC							
61092	03/01/17	01	STREET SIGNS	1134105374		03/28/17	45.38
						INVOICE TOTAL:	45.38
						VENDOR TOTAL:	45.38
LGREG LAKE GENEVA REGIONAL NEWS							
1199840	02/02/17	01	LN-1/9 COUNCIL MINUTES	1110005314		03/28/17	127.39
						INVOICE TOTAL:	127.39
1201526	02/09/17	01	LN-QUICK N SAVE LIQ LIC	1110005315		03/28/17	17.00
						INVOICE TOTAL:	17.00
1201548	02/16/17	01	LN-GDP GOLDEN YEARS	1110005315		03/28/17	43.38
						INVOICE TOTAL:	43.38
1201930	02/09/17	01	LN-PUBLIC TEST	1100001391		03/28/17	127.32
		02	LN-PUBLIC TEST	1114305311			21.18
						INVOICE TOTAL:	148.50
						VENDOR TOTAL:	336.27
MUNIC MUNICIPAL SERVICES LLC							
201713	03/01/17	01	FEB SVCS	1124005219		03/28/17	7,338.75
						INVOICE TOTAL:	7,338.75
						VENDOR TOTAL:	7,338.75
NAPAE ELKHORN NAPA AUTO PARTS							
68682	03/08/17	01	OIL FILTERS	1132105351		03/28/17	18.83
						INVOICE TOTAL:	18.83
69218	03/14/17	01	OIL,FILTERS-AIR COMPRESSOR	1132105351		03/28/17	21.99
						INVOICE TOTAL:	21.99
						VENDOR TOTAL:	40.82

INVOICES DUE ON/BEFORE 03/28/2017

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
-----							
NEOPO	NEOPOST USA INC						
9150701	01/06/17	01	FOLDING MACHINE FIX	1116105531		03/28/17	440.91
						INVOICE TOTAL:	440.91
						VENDOR TOTAL:	440.91
OFFIC	OFFICE DEPOT						
906357036001	02/16/17	01	GEL MOUSEPAD-POLLITT	1115105310		03/28/17	15.11
		02	POST-IT NOTES	1116105310			18.80
		03	CALCULATOR-SLATER	1115105310			52.24
						INVOICE TOTAL:	86.15
906357513001	02/16/17	01	EARPHONES	1114305310		03/28/17	11.03
						INVOICE TOTAL:	11.03
908091588001	03/06/17	01	CALCULATOR RETURN-SLATER	1115105310		03/28/17	-52.24
						INVOICE TOTAL:	-52.24
908100277001	02/22/17	01	CALCULATOR	1115105310		03/28/17	59.99
		02	BATTERIES	1124005310			16.49
						INVOICE TOTAL:	76.48
910617864001	03/06/17	01	ADDRESS LABELS	1124005310		03/28/17	6.30
		02	RUBBERBANDS	1116105310			7.99
		03	ENV MOISTENER,CORR TAPE	1116105310			17.26
						INVOICE TOTAL:	31.55
910618014001	03/03/17	01	POCKET FOLDERS	1115105310		03/28/17	102.99
						INVOICE TOTAL:	102.99
912177029001	03/09/17	01	RUBBERBANDS-RETURN	1116105310		03/28/17	-7.99
						INVOICE TOTAL:	-7.99
						VENDOR TOTAL:	247.97
PECK	PECK & WEIS HEATING & COOLING						

INVOICES DUE ON/BEFORE 03/28/2017

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
PECK PECK & WEIS HEATING & COOLING							
896671	01/25/17	01	HEATER FIX	1132105360		03/28/17	757.61
						INVOICE TOTAL:	757.61
						VENDOR TOTAL:	757.61
PETES PETE'S TIRE ELKHORN LLC							
45948	03/06/17	01	LOADER TIRE FIX	1132105351		03/28/17	375.00
						INVOICE TOTAL:	375.00
						VENDOR TOTAL:	375.00
R&R R&R INSURANCE SERVICES INC							
1645064	12/07/16	01	W/C AUDIT ADJ 2015/16	1110105516		03/28/17	5,248.00
						INVOICE TOTAL:	5,248.00
1676543	03/02/17	01	W/C INS	1110105516		03/28/17	80,125.00
						INVOICE TOTAL:	80,125.00
1676544	03/02/17	01	LIABILITY INS	1110105512		03/28/17	58,534.00
						INVOICE TOTAL:	58,534.00
						VENDOR TOTAL:	143,907.00
REIND REINDERS							
983506	02/28/17	01	WATERING UNIT ADAPTERS	1132135430		03/28/17	36.70
						INVOICE TOTAL:	36.70
						VENDOR TOTAL:	36.70
RHYME RHYME BUSINESS PRODUCTS							
AR127277	02/27/17	01	SHARP-FEB B&W	1116105531		03/28/17	46.20
		02	SHARP-FEB COLOR	1116105531			72.45
		03	SHARP-2/21 ELEC POLL BKS	1114305311			8.65
						INVOICE TOTAL:	127.30
						VENDOR TOTAL:	127.30

INVOICES DUE ON/BEFORE 03/28/2017

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
-----							
RKW	RKW						
88739	02/22/17	01	CONCRETE BLKS-PELLER RD	1132105370		03/28/17	180.00
						INVOICE TOTAL:	180.00
						VENDOR TOTAL:	180.00
ROTE	ROTE OIL COMPANY						
1706900606	03/10/17	01	364.9 GALS CLEAR DIESEL	1132105341		03/28/17	787.81
						INVOICE TOTAL:	787.81
1706900607	03/10/17	01	402.4 GALS DYED DIESEL	1132105341		03/28/17	744.03
						INVOICE TOTAL:	744.03
						VENDOR TOTAL:	1,531.84
SCHEN	SCHENCK BUSINESS SOLUTIONS						
SC10130687	02/27/17	01	TID FINAL AUDIT	3430005214		03/28/17	6,500.00
						INVOICE TOTAL:	6,500.00
SC10130687-17	02/17/17	01	2016 PRELIM AUDIT	1115105213		03/28/17	5,250.00
						INVOICE TOTAL:	5,250.00
						VENDOR TOTAL:	11,750.00
SIGNA	SIGNATURE SIGNS LLC						
5009	02/27/17	01	PARKING STALL DECALS	4234505340		03/28/17	667.30
						INVOICE TOTAL:	667.30
						VENDOR TOTAL:	667.30
T0001403	BRIAN BRUNER						
REFUND	03/05/17	01	BRUNER-SEC DEP 3/4/17	4055102353		03/28/17	1,000.00
		02	BRUNER-LEASE 3/4/17	4055104674			-400.00
		03	BRUNER-SEC GRD,SETUP 3/4/17	4055104674			-213.88
						INVOICE TOTAL:	386.12
						VENDOR TOTAL:	386.12

INVOICES DUE ON/BEFORE 03/28/2017

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
-----							
T0001404 ANDREW LINENDOLL							
REFUND	03/02/17	01	REFUND GOVPAY-WRG MUNIC	1100001391		03/28/17	124.00
						INVOICE TOTAL:	124.00
						VENDOR TOTAL:	124.00
T0001405 TOWN OF ROME							
WARRANT-JAECKS	03/07/17	01	JAECKS-#29309028/M920013-3	1112002428		03/28/17	98.80
						INVOICE TOTAL:	98.80
						VENDOR TOTAL:	98.80
T0001406 KWIK TRIP							
REFUND EMS BLG	02/17/17	01	REFUND 16-75485	1122004624		03/28/17	676.00
						INVOICE TOTAL:	676.00
						VENDOR TOTAL:	676.00
T0001407 MARY LOU HANSEN							
DUP PMT #216085	03/17/17	01	REIMB DUP PMT TKT #216085	1100001391		03/28/17	40.00
						INVOICE TOTAL:	40.00
						VENDOR TOTAL:	40.00
TAPCO TAPCO							
I556479	03/02/17	01	STREET/TRAFFIC ID CHART	1134105375		03/28/17	43.28
						INVOICE TOTAL:	43.28
						VENDOR TOTAL:	43.28
THOMA THOMAS BRADY & ASSOC ARTISTS							
14742	03/13/17	01	SNOWFLAKES-ST LIGHTS	1134105394		03/28/17	1,168.45
						INVOICE TOTAL:	1,168.45
						VENDOR TOTAL:	1,168.45
TIMS TIM'S TAP LINE CLEANING INC							

INVOICES DUE ON/BEFORE 03/28/2017

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
-----							
TIMS	TIM'S TAP LINE CLEANING INC						
13912	02/23/17	01	SANITIZE TAP LINE	4055105360		03/28/17	25.00
						INVOICE TOTAL:	25.00
						VENDOR TOTAL:	25.00
VANDE	VANDEWALLE & ASSOCIATES INC						
201701054	01/20/17	01	PLANNING-JAN	1100001391		03/28/17	1,496.00
		02	PLANNING-JAN	1169305212			1,008.00
						INVOICE TOTAL:	2,504.00
201702037	02/20/17	01	PLANNING-FEB	1100001391		03/28/17	6,705.90
		02	PLANNING-FEB	1169305212			2,989.25
						INVOICE TOTAL:	9,695.15
						VENDOR TOTAL:	12,199.15
WEENE	WE ENERGIES						
RE031517	03/07/17	01	7891-194-618 FEB GAS BILL	1116105224		03/28/17	844.67
		03	7837-744-963 FEB GAS BILL	1122005224			387.28
		04	0480-524-472 FEB GAS BILL	4055105224			600.22
		06	0847-573-906 FEB GAS BILL-ST#2	1122005224			234.90
		07	5288-664-956 FEB GAS BILL	1151105224			519.70
		08	8052-439-940 FEB GAS BILL-1055	1132105224			201.72
		09	8017-524-022 FEB GAS BILL-1065	1132105224			586.79
		10	6602-046-262 FEB GAS BILL-1070	1132105224			659.58
		11	7283-171-261 FEB GAS BILL	1152015224			101.86
		12	1885-876-489 FEB GAS BILL	4800005224			97.29
		13	3843-358-997 FEB GAS BILL	9900005222			84.00
		14	5604-510-433 FEB GAS BILL	9900005222			204.00
						INVOICE TOTAL:	4,522.01
						VENDOR TOTAL:	4,522.01
WELDE	WELDERS SUPPLY CO						
440853	03/02/17	01	TORCH CUTTING TIP	1132105340		03/28/17	24.80
						INVOICE TOTAL:	24.80
						VENDOR TOTAL:	24.80
						TOTAL ALL INVOICES:	257,633.82

**City of Lake Geneva  
Treasurer's Report as of JUNE 30, 2016**

		<i>Cash Activity</i>			<i>Cash Balances</i>	
<b>Walworth State Bank</b>	<b>Type</b>	<b>Expenditures</b>	<b>Receipts</b>	<b>Transfers</b>	<b>May-16</b>	<b>Jun-16</b>
City Expenses & Collections	General Checking	315,646.25	709,218.46	500,000.00		
City Net Payroll	General Checking	588,261.22				
City Health Claims	General Checking	163,691.47				
<b>General Checking</b>	<b>TOTALS</b>	<b>1,067,598.94</b>	<b>709,218.46</b>	<b>500,000.00</b>	<b>555,959.05</b>	<b>697,578.57</b>

		<i>Cash Activity</i>			<i>Cash Balances</i>	
<b>Other Banks</b>	<b>Type</b>	<b>Expenditures</b>	<b>Receipts</b>	<b>Transfers</b>	<b>May-16</b>	<b>Jun-16</b>
BMO Harris Bank	TID #4 Certificates of Deposit		546.31	(144,365.04)	607,641.38	463,822.65
Town Bank	TID #4 Certificate of Deposit			(303,166.11)	303,166.11	-
Town Bank	TID #4 Money Market		76.10	303,166.11	314,119.42	617,361.63
US Bank	Tax Collection		2,519.56		216,966.99	219,486.55
Peoples Bank	TID #4 Certificate of Deposit				65,114.11	65,114.11
Associated Bank	TID #4 Certificates of Deposit		1,056.69	(316,015.50)	314,958.81	(0.00)
Walworth State Bank	Police Seizure Account				3,709.59	3,709.59
<b>Other Banks</b>	<b>TOTALS</b>	<b>-</b>	<b>4,198.66</b>	<b>(460,380.54)</b>	<b>1,825,676.41</b>	<b>1,369,494.53</b>

		<i>Cash Activity</i>			<i>Cash Balances</i>	
<b>Local Govt Investment Pool</b>	<b>Type</b>	<b>Expenditures</b>	<b>Receipts</b>	<b>Transfers</b>	<b>May-16</b>	<b>Jun-16</b>
LGIP Acct #1	General		2,414.74	(500,000.00)	7,144,412.49	6,646,827.23
LGIP Acct #4	Treasurer		1.61		4,633.48	4,635.09
LGIP Acct #5	Impact Fees-Park		19.00		54,687.67	54,706.67
LGIP Acct #6	Impact Fees-Fire		4.57		13,151.01	13,155.58
LGIP Acct #7	TID #4		529.26	460,380.54	1,464,052.54	1,924,962.34
LGIP Acct #8	Capital Projects				-	-
LGIP Acct #9	Public Library		32.38		93,219.54	93,251.92
LGIP Acct #10	Impact Fees-Library		64.17		184,717.57	184,781.74
LGIP Acct #11	Capital Projects-2014		441.49		1,270,951.43	1,271,392.92
<b>Local Gov't Investment Pool</b>	<b>TOTALS</b>	<b>-</b>	<b>3,507.22</b>	<b>(39,619.46)</b>	<b>10,229,825.73</b>	<b>10,193,713.49</b>

**GRAND TOTAL ALL BANKS**

<b>1,067,598.94</b>	<b>716,924.34</b>	<b>-</b>	<b>12,611,461.19</b>	<b>12,260,786.59</b>
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*Sarah Spence, Treasurer*

Attest:

**City of Lake Geneva  
Treasurer's Report as of JULY 31, 2016**

		Cash Activity			Cash Balances	
Walworth State Bank	Type	Expenditures	Receipts	Transfers	Jun-16	Jul-16
City Expenses & Collections	General Checking	636,149.74	969,620.58	600,000.00		
City Net Payroll	General Checking	500,596.25				
City Health Claims	General Checking	113,378.34				
<b>General Checking</b>	<b>TOTALS</b>	<b>1,250,124.33</b>	<b>969,620.58</b>	<b>600,000.00</b>	<b>697,578.57</b>	<b>1,017,074.82</b>

		Cash Activity			Cash Balances	
Other Banks	Type	Expenditures	Receipts	Transfers	Jun-16	Jul-16
BMO Harris Bank	TID #4 Certificates of Deposit				463,822.65	463,822.65
Town Bank	TID #4 Certificate of Deposit				-	-
Town Bank	TID #4 Money Market		27.91	(617,389.54)	617,361.63	(0.00)
US Bank	Tax Collection		894.79		219,486.55	220,381.34
Peoples Bank	TID #4 Certificate of Deposit				65,114.11	65,114.11
Associated Bank	TID #4 Certificates of Deposit				-	-
Walworth State Bank	Police Seizure Account				3,709.59	3,709.59
<b>Other Banks</b>	<b>TOTALS</b>	<b>-</b>	<b>922.70</b>	<b>(617,389.54)</b>	<b>1,369,494.53</b>	<b>753,027.69</b>

		Cash Activity			Cash Balances	
Local Govt Investment Pool	Type	Expenditures	Receipts	Transfers	Jun-16	Jul-16
LGIP Acct #1	General		288,768.25	(568,636.72)	6,646,827.23	6,366,958.76
LGIP Acct #4	Treasurer		1.65		4,635.09	4,636.74
LGIP Acct #5	Impact Fees-Park		17.05	(15,104.06)	54,706.67	39,619.66
LGIP Acct #6	Impact Fees-Fire		4.30	(2,395.71)	13,155.58	10,764.17
LGIP Acct #7	TID #4		784.53	617,389.54	1,924,962.34	2,543,136.41
LGIP Acct #8	Capital Projects				-	-
LGIP Acct #9	Public Library		33.20		93,251.92	93,285.12
LGIP Acct #10	Impact Fees-Library		68.01	(13,863.51)	184,781.74	170,986.24
LGIP Acct #11	Capital Projects-2014		452.61		1,271,392.92	1,271,845.53
<b>Local Gov't Investment Pool</b>	<b>TOTALS</b>	<b>-</b>	<b>290,129.60</b>	<b>17,389.54</b>	<b>10,193,713.49</b>	<b>10,501,232.63</b>

**GRAND TOTAL ALL BANKS**

<b>1,250,124.33</b>	<b>1,260,672.88</b>	<b>-</b>	<b>12,260,786.59</b>	<b>12,271,335.14</b>
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*Erin S. Sweeney, Treasurer*

Attest:

**City of Lake Geneva  
Treasurer's Report as of AUGUST 31, 2016**

Walworth State Bank	Type	Cash Activity			Cash Balances	
		Expenditures	Receipts	Transfers	Jul-16	Aug-16
City Expenses & Collections	General Checking	831,600.63	905,571.70			
City Net Payroll	General Checking	539,383.74				
City Health Claims	General Checking	169,065.72				
<b>General Checking</b>	<b>TOTALS</b>	<b>1,540,050.09</b>	<b>905,571.70</b>	<b>-</b>	<b>1,017,074.82</b>	<b>382,596.43</b>

Other Banks	Type	Cash Activity			Cash Balances	
		Expenditures	Receipts	Transfers	Jul-16	Aug-16
BMO Harris Bank	TID #4 Certificates of Deposit				463,822.65	463,822.65
Town Bank	TID #4 Certificate of Deposit				-	-
Town Bank	TID #4 Money Market				-	-
US Bank	Tax Collection		2,957,126.13		220,381.34	3,177,507.47
Peoples Bank	TID #4 Certificate of Deposit				65,114.11	65,114.11
Associated Bank	TID #4 Certificates of Deposit				-	-
Walworth State Bank	Police Seizure Account				3,709.59	3,709.59
<b>Other Banks</b>	<b>TOTALS</b>	<b>-</b>	<b>2,957,126.13</b>	<b>-</b>	<b>753,027.69</b>	<b>3,710,153.82</b>

Local Govt Investment Pool	Type	Cash Activity			Cash Balances	
		Expenditures	Receipts	Transfers	Jul-16	Aug-16
LGIP Acct #1	General		2,284.58		6,366,958.76	6,369,243.34
LGIP Acct #4	Treasurer		1.67		4,636.74	4,638.41
LGIP Acct #5	Impact Fees-Park		14.28		39,619.66	39,633.94
LGIP Acct #6	Impact Fees-Fire		3.88		10,764.17	10,768.05
LGIP Acct #7	TID #4		916.51		2,543,136.41	2,544,052.92
LGIP Acct #8	Capital Projects				-	-
LGIP Acct #9	Public Library		33.62		93,285.12	93,318.74
LGIP Acct #10	Impact Fees-Library		71.61		170,986.24	171,057.85
LGIP Acct #11	Capital Projects-2014		458.36		1,271,845.53	1,272,303.89
<b>Local Gov't Investment Pool</b>	<b>TOTALS</b>	<b>-</b>	<b>3,784.51</b>	<b>-</b>	<b>10,501,232.63</b>	<b>10,505,017.14</b>

**GRAND TOTAL ALL BANKS**

<b>1,540,050.09</b>	<b>3,866,482.34</b>	<b>-</b>	<b>12,271,335.14</b>	<b>14,597,767.39</b>
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*Loralee M. Sawyer*

Attest:

**City of Lake Geneva  
Treasurer's Report as of SEPTEMBER 30, 2016**

Walworth State Bank	Type	Cash Activity			Cash Balances	
		Expenditures	Receipts	Transfers	Aug-16	Sep-16
City Expenses & Collections	General Checking	386,845.86	700,873.90	500,000.00		
City Net Payroll	General Checking	449,553.59				
City Health Claims	General Checking	108,945.10				
<b>General Checking</b>	<b>TOTALS</b>	<b>945,344.55</b>	<b>700,873.90</b>	<b>500,000.00</b>	<b>382,596.43</b>	<b>638,125.78</b>

Other Banks	Type	Cash Activity			Cash Balances	
		Expenditures	Receipts	Transfers	Aug-16	Sep-16
BMO Harris Bank	TID #4 Certificates of Deposit		2,519.46		463,822.65	466,342.11
Town Bank	TID #4 Certificate of Deposit				-	-
Town Bank	TID #4 Money Market				-	-
US Bank	Tax Collection	504.84		(3,174,428.25)	3,177,507.47	2,574.38
Peoples Bank	TID #4 Certificate of Deposit		171.85	(65,285.96)	65,114.11	0.00
Associated Bank	TID #4 Certificates of Deposit				-	-
Walworth State Bank	Police Seizure Account				3,709.59	3,709.59
<b>Other Banks</b>	<b>TOTALS</b>	<b>504.84</b>	<b>2,691.31</b>	<b>(3,239,714.21)</b>	<b>3,710,153.82</b>	<b>472,626.08</b>

Local Govt Investment Pool	Type	Cash Activity			Cash Balances	
		Expenditures	Receipts	Transfers	Aug-16	Sep-16
LGIP Acct #1	General		1,959.50	(1,106,929.26)	6,369,243.34	5,264,273.58
LGIP Acct #4	Treasurer		465.98	2,579,482.13	4,638.41	2,584,586.52
LGIP Acct #5	Impact Fees-Park		13.84		39,633.94	39,647.78
LGIP Acct #6	Impact Fees-Fire		3.76		10,768.05	10,771.81
LGIP Acct #7	TID #4		1,094.82	1,267,161.34	2,544,052.92	3,812,309.08
LGIP Acct #8	Capital Projects				-	-
LGIP Acct #9	Public Library		32.60		93,318.74	93,351.34
LGIP Acct #10	Impact Fees-Library		65.56		171,057.85	171,123.41
LGIP Acct #11	Capital Projects-2014		444.41		1,272,303.89	1,272,748.30
<b>Local Gov't Investment Pool</b>	<b>TOTALS</b>	<b>-</b>	<b>4,080.47</b>	<b>2,739,714.21</b>	<b>10,505,017.14</b>	<b>13,248,811.82</b>

**GRAND TOTAL ALL BANKS**

<b>945,849.39</b>	<b>707,645.68</b>	<b>-</b>	<b>14,597,767.39</b>	<b>14,359,563.68</b>
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*Erin S. Szymanski, Treasurer*

Attest:

**City of Lake Geneva  
Treasurer's Report as of OCTOBER 31, 2016**

Walworth State Bank	Type	Cash Activity			Cash Balances	
		Expenditures	Receipts	Transfers	Sep-16	Oct-16
City Expenses & Collections	General Checking	599,888.79	655,917.82	600,000.00		
City Net Payroll	General Checking	433,631.76				
City Health Claims	General Checking	145,102.55				
<b>General Checking</b>	<b>TOTALS</b>	<b>1,178,623.10</b>	<b>655,917.82</b>	<b>600,000.00</b>	<b>638,125.78</b>	<b>715,420.50</b>

Other Banks	Type	Cash Activity			Cash Balances	
		Expenditures	Receipts	Transfers	Sep-16	Oct-16
BMO Harris Bank	TID #4 Certificates of Deposit			(466,342.11)	466,342.11	-
Town Bank	TID #4 Certificate of Deposit				-	-
Town Bank	TID #4 Money Market				-	-
US Bank	Tax Collection				2,574.38	2,574.38
Peoples Bank	TID #4 Certificate of Deposit				-	-
Associated Bank	TID #4 Certificates of Deposit				-	-
Walworth State Bank	Police Seizure Account				3,709.59	3,709.59
<b>Other Banks</b>	<b>TOTALS</b>	<b>-</b>	<b>-</b>	<b>(466,342.11)</b>	<b>472,626.08</b>	<b>6,283.97</b>

Local Govt Investment Pool	Type	Cash Activity			Cash Balances	
		Expenditures	Receipts	Transfers	Sep-16	Oct-16
LGIP Acct #1	General		191,410.28	3,188,679.77	5,264,273.58	8,644,363.63
LGIP Acct #4	Treasurer		335.28	(2,584,586.51)	2,584,586.52	335.29
LGIP Acct #5	Impact Fees-Park		14.49		39,647.78	39,662.27
LGIP Acct #6	Impact Fees-Fire		3.94		10,771.81	10,775.75
LGIP Acct #7	TID #4		1,410.72	(137,751.15)	3,812,309.08	3,675,968.65
LGIP Acct #8	Capital Projects				-	-
LGIP Acct #9	Public Library		34.13		93,351.34	93,385.47
LGIP Acct #10	Impact Fees-Library		62.56		171,123.41	171,185.97
LGIP Acct #11	Capital Projects-2014		429.92	(600,000.00)	1,272,748.30	673,178.22
<b>Local Gov't Investment Pool</b>	<b>TOTALS</b>	<b>-</b>	<b>193,701.32</b>	<b>(133,657.89)</b>	<b>13,248,811.82</b>	<b>13,308,855.25</b>

**GRAND TOTAL ALL BANKS**

<b>1,178,623.10</b>	<b>849,619.14</b>	<b>-</b>	<b>14,359,563.68</b>	<b>14,030,559.72</b>
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*Erin S. ... Treasurer*

Attest:

**City of Lake Geneva  
Treasurer's Report as of NOVEMBER 30, 2016**

Walworth State Bank	Type	Cash Activity			Cash Balances	
		Expenditures	Receipts	Transfers	Oct-16	Nov-16
City Expenses & Collections	General Checking	272,828.04	365,163.26	550,000.00		
City Net Payroll	General Checking	420,948.27				
City Health Claims	General Checking	296,428.11				
<b>General Checking</b>	<b>TOTALS</b>	<b>990,204.42</b>	<b>365,163.26</b>	<b>550,000.00</b>	<b>715,420.50</b>	<b>640,379.34</b>

Other Banks	Type	Cash Activity			Cash Balances	
		Expenditures	Receipts	Transfers	Oct-16	Nov-16
BMO Harris Bank	TID #4 Certificates of Deposit				-	-
Town Bank	TID #4 Certificate of Deposit				-	-
Town Bank	TID #4 Money Market				-	-
US Bank	Tax Collection	20.01			2,574.38	2,554.37
Peoples Bank	TID #4 Certificate of Deposit				-	-
Associated Bank	TID #4 Certificates of Deposit				-	-
Walworth State Bank	Police Seizure Account				3,709.59	3,709.59
<b>Other Banks</b>	<b>TOTALS</b>	<b>20.01</b>	<b>-</b>	<b>-</b>	<b>6,283.97</b>	<b>6,263.96</b>

Local Govt Investment Pool	Type	Cash Activity			Cash Balances	
		Expenditures	Receipts	Transfers	Oct-16	Nov-16
LGIP Acct #1	General		96,739.69	(6,311.14)	8,644,363.63	8,734,792.18
LGIP Acct #4	Treasurer		0.12		335.29	335.41
LGIP Acct #5	Impact Fees-Park		13.85		39,662.27	39,676.12
LGIP Acct #6	Impact Fees-Fire		3.76		10,775.75	10,779.51
LGIP Acct #7	TID #4		1,284.65	6,311.14	3,675,968.65	3,683,564.44
LGIP Acct #8	Capital Projects				-	-
LGIP Acct #9	Public Library		32.60		93,385.47	93,418.07
LGIP Acct #10	Impact Fees-Library		59.77		171,185.97	171,245.74
LGIP Acct #11	Capital Projects-2014		139.02	(550,000.00)	673,178.22	123,317.24
<b>Local Gov't Investment Pool</b>	<b>TOTALS</b>	<b>-</b>	<b>98,273.46</b>	<b>(550,000.00)</b>	<b>13,308,855.25</b>	<b>12,857,128.71</b>

**GRAND TOTAL ALL BANKS**

<b>990,224.43</b>	<b>463,436.72</b>	<b>-</b>	<b>14,030,559.72</b>	<b>13,503,772.01</b>
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Lorraine Mui, Treasurer

Attest:

**City of Lake Geneva  
Treasurer's Report as of DECEMBER 31, 2016**

Walworth State Bank	Type	Cash Activity			Cash Balances	
		Expenditures	Receipts	Transfers	Nov-16	Dec-16
City Expenses & Collections	General Checking	4,319,269.72	879,170.31	3,932,279.79		
City Net Payroll	General Checking	625,859.85				
City Health Claims	General Checking	115,323.39				
<b>General Checking</b>	<b>TOTALS</b>	<b>5,060,452.96</b>	<b>879,170.31</b>	<b>3,932,279.79</b>	<b>640,379.34</b>	<b>391,376.48</b>

Other Banks	Type	Cash Activity			Cash Balances	
		Expenditures	Receipts	Transfers	Nov-16	Dec-16
BMO Harris Bank	TID #4 Certificates of Deposit				-	-
Town Bank	TID #4 Certificate of Deposit				-	-
Town Bank	TID #4 Money Market				-	-
US Bank	Tax Collection	636.44	7,044,376.87	(6,431,000.00)	2,554.37	615,294.80
Peoples Bank	TID #4 Certificate of Deposit				-	-
Associated Bank	TID #4 Certificates of Deposit				-	-
Walworth State Bank	Police Seizure Account				3,709.59	3,709.59
<b>Other Banks</b>	<b>TOTALS</b>	<b>636.44</b>	<b>7,044,376.87</b>	<b>(6,431,000.00)</b>	<b>6,263.96</b>	<b>619,004.39</b>

Local Govt Investment Pool	Type	Cash Activity			Cash Balances	
		Expenditures	Receipts	Transfers	Nov-16	Dec-16
LGIP Acct #1	General		2,856.17	(2,675,999.91)	8,734,792.18	6,061,648.44
LGIP Acct #4	Treasurer		241.24	6,430,664.59	335.41	6,431,241.24
LGIP Acct #5	Impact Fees-Park		15.29		39,676.12	39,691.41
LGIP Acct #6	Impact Fees-Fire		4.15		10,779.51	10,783.66
LGIP Acct #7	TID #4		0.18	(3,683,564.44)	3,683,564.44	0.18
LGIP Acct #8	Equipment Replacement Fund		502.72	2,527,619.97	-	2,528,122.69
LGIP Acct #9	Public Library		36.00		93,418.07	93,454.07
LGIP Acct #10	Impact Fees-Library		65.99		171,245.74	171,311.73
LGIP Acct #11	Capital Projects-2014		42.55	(100,000.00)	123,317.24	23,359.79
<b>Local Gov't Investment Pool</b>	<b>TOTALS</b>	<b>-</b>	<b>3,764.29</b>	<b>2,498,720.21</b>	<b>12,857,128.71</b>	<b>15,359,613.21</b>

**GRAND TOTAL ALL BANKS**

<b>5,061,089.40</b>	<b>7,927,311.47</b>	<b>-</b>	<b>13,503,772.01</b>	<b>16,369,994.08</b>
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*Sarah Miller, Treasurer*

Attest:

**City of Lake Geneva  
Treasurer's Report as of JANUARY 31, 2017**

Walworth State Bank	Type	Cash Activity			Cash Balances	
		Expenditures	Receipts	Transfers	Dec-16	Jan-17
City Expenses & Collections	General Checking	583,810.13	219,140.11	1,250,000.00		
City Net Payroll	General Checking	472,614.65				
City Health Claims	General Checking	132,461.34				
<b>General Checking</b>	<b>TOTALS</b>	<b>1,188,886.12</b>	<b>219,140.11</b>	<b>1,250,000.00</b>	<b>391,376.48</b>	<b>671,630.47</b>

Other Banks	Type	Cash Activity			Cash Balances	
		Expenditures	Receipts	Transfers	Dec-16	Jan-17
BMO Harris Bank	TID #4 Certificates of Deposit				-	-
Town Bank	TID #4 Certificate of Deposit				-	-
Town Bank	TID #4 Money Market				-	-
US Bank	Tax Collection	7,154,100.57	9,965,557.94	(635,000.00)	615,294.80	2,791,752.17
Peoples Bank	TID #4 Certificate of Deposit				-	-
Associated Bank	TID #4 Certificates of Deposit				-	-
Walworth State Bank	Police Seizure Account				3,709.59	3,709.59
<b>Other Banks</b>	<b>TOTALS</b>	<b>7,154,100.57</b>	<b>9,965,557.94</b>	<b>(635,000.00)</b>	<b>619,004.39</b>	<b>2,795,461.76</b>

Local Govt Investment Pool	Type	Cash Activity			Cash Balances	
		Expenditures	Receipts	Transfers	Dec-16	Jan-17
LGIP Acct #1	General		2,392,074.70	(1,250,000.00)	6,061,648.44	7,203,723.14
LGIP Acct #4	Treasurer	2,211,245.40	2,500.48	635,000.00	6,431,241.24	4,857,496.32
LGIP Acct #5	Impact Fees-Park		17.84		39,691.41	39,709.25
LGIP Acct #6	Impact Fees-Fire		4.85		10,783.66	10,788.51
LGIP Acct #7	TID #4		-		0.18	0.18
LGIP Acct #8	Equipment Replacement Fund		1,136.56		2,528,122.69	2,529,259.25
LGIP Acct #9	Public Library		42.01		93,454.07	93,496.08
LGIP Acct #10	Impact Fees-Library		77.02		171,311.73	171,388.75
LGIP Acct #11	Capital Projects-2014		10.50		23,359.79	23,370.29
<b>Local Gov't Investment Pool</b>	<b>TOTALS</b>	<b>2,211,245.40</b>	<b>2,395,863.96</b>	<b>(615,000.00)</b>	<b>15,359,613.21</b>	<b>14,929,231.77</b>

**GRAND TOTAL ALL BANKS**

<b>10,554,232.09</b>	<b>12,580,562.01</b>	<b>-</b>	<b>16,369,994.08</b>	<b>18,396,324.00</b>
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*Laura Mui, Treasurer*

Attest: