City of Lake Geneva, 626 Geneva St, Lake Geneva, WI 53147-262.248.3673-www.cityoflakgeneva.gov

Common Council Agenda
Monday, May 11, 2026 - 6:00 PM
Lake Geneva City Hall; Council Chambers

Members:
Mayor Todd Krause, Council President Cindy Yager, Council Vice President Cathy Stoodley, Alderpersons: JaNelle Powers, Sherri Ames, Linda Frame, Mary Jo Fesenmaier, Brian Smith and Joel Hoiland

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Awards, Presentations, Proclamations, and Announcements
5. Reconsider 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. City Administrator's Report
9. Comptroller's Report
10. 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. Approval of Amended Council Minutes from April 21, 2026
    b. Approve the Regular Council Minutes from April 27, 2026
    c. Acceptance of the Pre-Paid Checks of $30,976.71 and Regular Checks of $230,955.74
    d. Complimentary Riviera Ballroom Event Request Form filed by the Lake Geneva Public Library for the event Robert Sharoff, The Wrigley Building: The Making of an Icon on September 27, 2026
    e. Public Event Permit application filed by Fat Tire Charity Ride, September 19, 2026
11. Items removed from the Consent Agenda
12. Ordinances and Resolutions
    a. Resolution 26-R27: A resolution regarding Conditional Use Permit (CUP) to construct a new single family residential dwelling at 69 Hillside Drive, Lake Geneva, Tax Key No. ZYUP 00094F filed by Sara Rubin, 69 Hillside Drive, Lake Geneva, WI *(approval recommended by Plan Commission)*

b. Resolution 26-R28: A resolution recommending approval of the HWY 120 plat and relocation order

c. Ordinance 26-07: An ordinance amending sub-subsections (1) Business in the City of Lake Geneva, (2) Nonresident Property Owner, (4) Resident and (5) Walworth County of subsection (h) Authorized City parking stickers of Section 74-221, Parking Meters of Article VI, Traffic Code of Chapter 74, Traffic and Vehicles, of the Municipal Code of the City of Lake Geneva, Wisconsin is amended to allow sticker holders to receive free parking all day on Wednesdays, and making the number of hours of free parking on other days uniform for all stickers *(second reading)*

13. Approval of the Original Class "B" Beer / "Class C" Wine license application filed by Simply Moore LLC dba Board and Brush, Jourdan Moore - Agent

14. Temporary "Class B" Wine License Application filed by the Downtown Business Improvement District for the Spring Wine Walk on May 17, 2026; Agent - Alexandra Binanti

15. Discussion/Action declaring DPW items as surplus *(approval recommended by PWC)*

16. Discussion/Action regarding approval of the 2026 Joint & Crack Cleaning and sealing bid from Fahrner Asphalt in the amount of $25,500.00

17. Discussion/Action regarding acceptance of bid from Scherrer Construction for new columbarium in the amount of $61,339.00

18. Discussion/Action regarding approval to add $60,000 to the HWY 50 SMFA for added construction costs for the purpose of having black signal poles

19. Discussion/Action regarding a communications plan directing city staff to create an all encompassing plan across departments to inform and engage the public on city business and programs *(Agenda item request form submitted by Alders Fesenmaier & Yager)*

20. Discussion/Action regarding possible changes to the Tourism Commission Ordinance with respect to to Member categories (Sec.70-55 (a))

21. Mayoral Appointments

a. Joseph Wilburn to the Zoning Board of Appeals term expiring April 30, 2029 *(new member)*

b. Wesley (Pete) Peterson to the Zoning Board of Appeals term expiring April 30, 2029 (reappointment)

22. Discussion/Action regarding the purchase of 1103 S. Edwards Boulevard, in the City of Lake Geneva, for a future Police and/or Fire Facility

23. Motion to go into Closed Session pursuant to Wisconsin Statutes 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session regarding the purchase of 1103 S. Edwards Boulevard, in the City of Lake Geneva, for a future Police and/or Fire Facility

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

25. 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.

Memo:

To: **Common Council**

From: **David De Angelis, City Administrator**

Date: **May 8, 2026**

Re: **Council Agenda and Updates**

Please find below my comments on agenda items as well as any new information to share with the council.

AGENDA COMMENTS.

12. b. This is the ROW plat for the HWY 120 road project which identifies all of the properties which require either temporary or permanent easements or fee simple purchases. This will allow the acquisition consultant to proceed with the process of acquiring these rights. I am recommending approval.

18. In the past several months we have been discussing using a more decorative signal pole in our downtown area. The DOT has specified monotube poles for the signals in the downtown and has identified the option of doing black painted poles as an option. While there are other options of pole types potentially available they would come at a significant increase in cost both for any change in color and style. By utilizing this upgrade there is the added benefit of having continued availability in the future for easier replacements as this would be more of a standard design. The cost estimate we have received for the black upgrade is $60,000 which would need to added to our funding agreement with the State if we wanted to proceed. The DOT is requesting a decision now so they can proceed to finish all of the PS&E documents.

If the Council wishes to upgrade the look and style of the standard pole design from the State staff and I would recommend this option for approval.

19. This item was placed on the agenda at the request of Alders Fesenmaier and Yager for the purpose of discussing a City communications plan. One of the assistant administrator's principle responsibilities is to develop, manage and maintain our communications with the residents and outside and inside parties. To that end he has been working on a draft plan (included in the packet) for your review and discussion at this meeting.

20. There has been a request to review the makeup of the Tourism Commission members prior to the appointment of the members for the 2026-2027 term. Included in your packet is the ordinance outlining the current member requirements for your review prior to this discussion.

22. Staff has sent the letter of intent to the property owner of tax key number ZYUP000149D1 which is attached for your review. As of the time of this memo we have not received a response from the property owner but we may have something by the time of the meeting. In the event we have a response it may be necessary after discussing next steps in the process to go into closed session to discuss negotiations

UPDATES:

1. Channel 25 is still in final calibration and geofencing with Spectrum. We are still awaiting completion.

2. The Strategic Plan is moving forward with the draft pillar language continuing to be worked on. The consultant has reached out to all of the Alders to discuss the draft pillars of the plan and we are working on getting a special meeting date scheduled.

3. The HWY 50 project continues to move forward with the DOT working on the PS&E draft and staff has another meeting with the DOT scheduled in early June.

4. The interchange north project continues with our utility work now starting on our mainline services with the traffic being moved to the north side of the ROW. We will continue to update the webpage as we have more information available.

5. Staff has sent out the RFP for the operation of a trolley service with a submittal deadline of May 14th. We have posted the RFP on our website, the League website, and the state's VendorNet site as well as sending the RFP to those who we have previous contact with and other area operators. The letter of intent to purchase was also sent to Jones regarding the purchase of the trolleys and we have not heard back at this time.

City Of Lake Geneva Common Council Minutes - Amended
Tuesday, April 21, 2026 - 6:00 PM
Lake Geneva City Hall; Council Chambers

Call to Order
by Mayor Krause at 6:00 pm.

Pledge of Allegiance
by City Attorney Dan Draper.

Roll Call
Present: Todd Krause, Sherri Ames, JaNelle Powers, Mary Jo Fesenmaier, Linda Frame, Brian Smith, Joel Hoiland, Cathy Stoodley and Cynthia Yager (via zoom). Absent: None. Others present: City Administrator Dave De Angelis, City Clerk Lacey L. Reynolds, City Attorney Dan Draper, Finance Director Laura Pisarcik and other interested persons.

Invocation
Sara Vandeberg Immanuel Lutheran Church - Mayor Krause introduced Pastor Vandeberg and she prayed for the community and leaders.

Swearing in of newly elected officials
City Clerk Reynolds administered the Oath of Office for Mayor Todd Krause, City Attorney Dan Draper and Alderpersons Sherri Ames, Mary Jo Fesenmaier, Joel Hoiland and Cindy Yager.

Welcome by Mayor Krause
Mayor Krause welcomed and thanked the residents of the City. Krause congratulated the Alders and City Attorney on their reelections.

Election of Council President
Mayor Krause announced the process for nominations and voting. Mayor Krause opened the floor for nominations. Alder Stoodley nominated Alder Yager for Council President. Alder Frame nominated Alder Fesenmaier for Council President. Both Alders accepted the nominations. Motion by Ames to close nominations, second by Frame. Voice vote, approved, motion carried. The alders voted a secret ballot and there were 6 rounds of voting. City Clerk Reynolds tallied the votes, Alder Yager received 5 votes and Alder Fesenmaier received 3 votes. Alder Yager was elected Council President.

Election of Council Vice President
Mayor Krause opened the floor for nominations. Alder Ames nominated Alder Stoodley for Council Vice President. Alder Hoiland nominated Alder Smith for Council Vice President. Both Alders accepted the nominations. Motion by Ames to close nominations, second by Powers. Voice vote, approved, motion carried. The alders voted a secret ballot. City Clerk Reynolds tallied the votes, Alder Stoodley received 5 votes and Alder Smith received 3 votes. Alder Stoodley was elected Council Vice President.

Discussion/Action regarding Council Reorganizational Resolutions

Resolution 26-R21: A resolution designating Local Depositories, pursuant to Section 34.05, Wisconsin Statutes and Authorized Signatories for the City of Lake Geneva
Motion by Smith to approve Resolution 26-R21, second by Ames. Voice vote, approved, motion carried.

Resolution 26-R22: A resolution designating the Official Newspaper for the City of Lake Geneva
Motion by Ames to approve Resolution 26-R22, second by Stoodley. Voice vote, approved, motion carried.

Resolution 26-R23: A resolution confirming the Mayor's Aldermanic Appointments to Standing Committees for the City of Lake Geneva
Motion by Stoodley to approve Resolution 26-R23, second by Ames. Discussion took place. Voice vote, approved, 1 opposed (Hoiland), motion carried.

Resolution 26-R24: A resolution confirming the Mayor's Aldermanic and Citizen Appointments to certain Non-Standing Committees, Boards and Commissions for the City of Lake Geneva

Motion by Frame to approve Resolution 26-R24, second by Ames. Voice vote, approved, 1 opposed (Hoiland), motion carried.

Adjournment
Motion by Ames to adjourn, second by Stoodley. Voice vote, approved, motion carried. Adjourned at 6:34 pm.

Lacey L. Reynolds
City Clerk

City Of Lake Geneva Common Council Minutes
Monday, April 27, 2026 - 6:00 PM
Lake Geneva City Hall; Council Chambers

Call to Order
by Mayor Krause at 6:00 pm.

Pledge of Allegiance
by Alder Smith.

Roll Call
Present: Todd Krause, Sherri Ames, JaNelle Powers, Mary Jo Fesenmaier, Linda Frame, Brian Smith, Joel Hoiland, Cathy Stoodley. Absent: Cynthia Yager. Others present: City Administrator Dave De Angelis, City Clerk Lacey L. Reynolds, City Attorney Dan Draper, Finance Director Laura Pisarcik, Parks Director David Winger and other interested persons.

Awards, Presentations, Proclamations, and Announcements
None.

Reconsider business from previous meeting
None.

Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda, except for public hearing items. Comments will be limited to 5 minutes
Greg Kolb spoke about items 14 & 15, Alex Binanti spoke about Items 9c-e and 16, Spyro Condos spoke about items 16 & 18.

Acknowledgement of Correspondence
Email received today, forwarded and printed.

City Administrator's Report
Administrator De Angelis did not have an update regarding Channel 25. De Angelis reported on the strategic plan, Hwy 50 and interchange N projects.

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.
Alder Hoiland requested items a-e be handled separately. Motion by Ames to approve items f & g, second by Stoodley. Voice vote, approved, motion carried.

Approve the Council Minutes from April 13 and 21, 2026

Acceptance of the Pre-Paid Checks of $329,246.58 and Regular Checks of $388,517.88

Public Event Permit application filed by Downtown Lake Geneva Inc for the BID Spring Wine Walk, located at various downtown businesses, May 17, 2026

Public Event Permit application filed by Downtown Lake Geneva Inc for June Pride Weekend, located at various downtown businesses, June 12-14, 2026

Public Event Permit application filed by Downtown Lake Geneva Inc for Maxwell Street Days, located at various downtown businesses, August 28-30, 2026

Public Event Permit with Street Closure application filed by VISIT Lake Geneva for Liberty on the Lake in Flat Iron Park and Wrigley Dr., July 3-4, 2026

Public Event Permit application filed by St. Francis de Sales Parish School for 2026 Road Runner 5K, located on various roads in the city (see map), May 23, 2026

Items removed from the Consent Agenda
item a - Motion by Stoodley to approve, second by Frame. Motion by Hoiland to amend the minutes from 4.21.26

regarding the council president item to include the rounds of voting and for the council president and vice president final vote counts, second by Smith. Voice vote, approved, motion carried. Main motion vote - Voice vote, approved, motion carried.
item b - Motion by Ames to approve, second by Frame. Voice vote, approved, motion carried.
items c, d, e - Motion by Hoiland to refer the applications to staff for review and approval, second by Smith. Discussion took place. Roll call vote:Hoiland, yes; Smith, yes; Stoodley, no; Frame, no; Fesenmaier, no; Powers, no; Ames, no. Motion failed 2-5. Motion by Fesenmaier to approve the public event permit application filed by Downtown Lake Geneva Inc for the BID Spring Wine Walk May 17, 2026, second by Frame. Voice vote, 5-approved, 2-opposed (Smith and Hoiland), motion carried.
item d - Motion by Fesenmaier to approve the public event permit application filed by Downtown Lake Geneva Inc for June Pride weekend June 12-14, 2026, second by Frame. Voice vote, approved, motion carried. Motion by Hoiland to amend and refer back to staff for review and approval, second by Smith. Roll call vote: Hoiland, yes; Smith, yes; Stoodley, no; Frame, no; Fesenmaier, no; Powers, no; Ames, no. Motion failed 2-5. Motion by Ames to suspend the rules for Alex from BID to speak, second by Frame. Voice vote, 6-approved, 1-opposed (Hoiland), motion carried. Motion by Hoiland to amend and direct staff to establish administrative guidelines, Alder Fesenmaier objected to the amendment because it was not germane to the motion. Attorney Draper agreed the amendment is out of order. Motion by Fesenmaier to sustain the chair's ruling that the amendment is out of order, second by Ames. Voice vote, 5-approved, 2-opposed (Hoiland and Smith), motion carried. Main motion vote - Voice vote, 5-approved, 2-opposed (Hoiland and Smith), motion carried.
item e - Motion by Frame to approve the public event permit application filed by Downtown Lake Geneva Inc for Maxwell Street Days August 28-30, 2026, second by Ames. Voice vote, 5-approved, 2-opposed (Hoiland and Smith), motion carried.

Ordinances and Resolutions

Resolution 26-R25: A resolution adopting 2025 transfers from the Lakefront Special Revenue Fund and the Parking Special Revenue Fund to the General Fund
Motion by Frame to approve, second by Smith. Voice vote, approved, motion carried.

Resolution 26-R26: A resolution adopting a 2025 year-end budget amendment authorizing the reallocation of funds in the 2025 budgets for certain revenues and expenditures exceeding their 2025 budgets
Motion by Smith to approve, second by Stoodley. Voice vote, approved, motion carried.

Ordinance 26-07: An ordinance amending sub-subsections (1) Business in the City of Lake Geneva, (2) Nonresident Property Owner, (4) Resident and (5) Walworth County of subsection (h) Authorized City parking stickers of Section 74-221, Parking Meters of Article VI, Traffic Code of Chapter 74, Traffic and Vehicles, of the Municipal Code of the City of Lake Geneva, Wisconsin is amended to allow sticker holders to receive free parking all day on Wednesdays, and making the number of hours of free parking on other days uniform for all stickers *(first and possible second reading)*
The first reading of Ordinance 26-07 took place. Motion by Hoiland to continue Ordinance 26-07 to no later than July 1st and direct staff to develop a structured 1 season pilot program that does not require a permanent ordinance change, provide a detailed fiscal impact analysis including baseline Wednesday parking revenue and projected revenue loss, outline operational plan addressing enforcement, utilization and potential system impacts; establish measurable performance metrics, including revenue impact, parking utilization and observed economic activity and provide a recommendation if a temporary administrative or resolution based approach is more appropriate for a pilot program rather than a code amendment, second by Smith. Discussion took place. Voice vote, 2-approved, 5-opposed (Ames, Powers, Fesenmaier, Frame & Stoodley), motion failed.

Discussion/Action regarding Non-Reimbursement Statements and Quit Claim Deed related to Utility interests within WisDOT Project 3170-09-20 W Main Street/STH 50 project limits *(Utility Commission approved)*
Motion by Frame to approve, second by Stoodley. Voice vote, approved, motion carried.

Discussion/Action regarding revised Water Safety Patrol Contract (*PHL recommends approval)*
Motion by Frame to approve, second by Ames. Voice vote, approved, motion carried.

Discussion/Action regarding approval of the Conceptual Plan for Zone 1 of the Hillmoor Property as presented by Upland Design, for phased improvements of the property which will be brought back to Council for future approval *(Hillmoor Commission recommends approval)*
Presentation by Michelle Kelley Principal Consultant for Upland Design. Parks Director David Winger and

Hillmoor Consultant Michael Krajovic answered questions. Discussion took place. Motion by Hoiland to defer approval of the Conceptual Plan for Zone 1 and direct staff and the Hillmoor Commission to return with a complete fiscal impact and funding strategy; ecological and DNR regulatory validation; phased implementation plan; a neighborhood impact analysis; revised concept aligned with low-impact neighborhood compatible uses, second by Smith. Discussion took place. Roll call vote: Hoiland, yes; Smith, yes; Ames, no; Powers, no; Stoodley, no; Fesenmaier, no; Frame, no. Motion failed 2-5. Motion by Frame to approve, second by Ames. Roll call vote: Frame, yes; Ames, yes; Powers, yes; Fesenmaier, no; Smith, no; Hoiland, no; Stoodley, yes. Motion carried 4-3.

Discussion/Action regarding authorization of City staff to proceed with design and bidding of phase 1 trail improvements in Zone 1 to complete the Knowles-Nelson Stewardship Grant *(Hillmoor Commission recommends approval)*
Motion by Hoiland to direct staff and Hillmoor Commission to immediately suspend any planned or proposed use of grant funds and associated city matching funds for Zone 1 improvements and return the funds to the original intended purpose of ecological restoration and stewardship of approximate 189 acres of Hillmoor property acquired by the city in December 2022 and staff provide a report to Council within 60 days outlining restoration first plan for zones 2-5; alignment of all grant funded activities with original grant intent and DNR expectations; prioritized ecological restoration strategy including invasive species removal and habitat restoration and long term land stewardship; no expenditure of funds shall occur until a plan is reviewed and approved by the Council, second by Smith. Roll call vote: Hoiland, yes; Smith, yes; Stoodley, no; Frame, no; Fesenmaier, no; Powers, no; Ames, no. Motion failed 2-5. Motion by Frame to approve, second by Stoodley. Roll call vote: Frame, yes; Stoodley, yes; Hoiland, no; Smith, no; Fesenmaier, yes; Powers, yes; Ames, yes. Motion carried 5-2.

Discussion/Action regarding the proposed purchase and operation of Two Trolleys
Motion by Hioland to pause this proposal and direct staff to issue a formal RFP for turn key trolley service with vendor-provided vehicles including a required financial pro forma, risk-sharing structure and BID participation, including vendor outreach of qualified third-party providers and return to Council with comparable proposals before any decision is made - July 1, 2026. Staff shall return with side by side vendor comparisons, completed financial pro formas, risk exposure analysis and recommendation based on validated data, second by Smith. Discussion took place. Motion by Ames to suspend the rules for Alex from BID to speak, second by Fesenmaier. Voice vote, approved, motion carried. Roll call vote: Hoiland, yes; Smith, yes; Ames, no; Powers, no; Fesenmair, no; Frame, no; Stoodley, no. Motion failed. Motion by Fesenmaier to direct staff to create 2 RFPS; 1st to include operational costs with city-provided vehicles and the 2nd to include operational costs and operator-provided vehicles, second by Stoodley. Roll call vote: Fesenmaier, yes; Stoodley, yes; Hoiland, no; Smith, no; Frame, yes; Powers, yes; Ames, yes. Motion carried 5-2. Motion by Fesenmaier to move forward with a letter of intent for the trolley's, second by Stoodley. Voice vote, 5- approved, 2-opposed (Hoiland and Smith), motion carried.

Discussion/Action to deny the claim brought against the City by Mandy Fox
Motion by Stoodley to deny the claim, second by Frame. Roll call vote: Stoodley, yes; Frame, yes; Smith, no; Ames, yes; Hoiland, no; Powers, yes; Fesenmaier, yes. Motion carried 5-2.

Discussion/Action regarding the purchase of certain property located at the corner of Edwards Boulevard and Bloomfield Road, in the City of Lake Geneva, for a future Police and/or Fire Facility
Discussion took place. Motion by Frame to approve the purchase of property, second by Powers. Motion by Hoiland to defer and research preliminary financial pro forma including land acquisition cost range, site development cost, construction estimates, long term operating impacts, fiscal impact analysis including property tax revenue implications and long term budget impact, site feasibility analysis including environmental constraints, stormwater conditions and building area, a comparison matrix and alignment with the city's comp plan and long term capital improvement plan. There was no second to the motion. Motion by Fesenmaier to continue to the next council mtg, second by Hoiland. Administrator De Angelis suggested the council authorize staff to put forward an option to purchase with a due diligence period of 3-6 months. Vote for the motion to continue - Voice vote, 2-approved, 5-opposed (Fesenmaier, Ames, Powers, Frame, Stoodley), motion failed 2-5. Motion by Fesenmaier to amend and authorize an option to purchase to allow for a due diligence period, second by Ames. Roll call vote: Fesenmaier, yes; Ames, yes; Powers, yes; Frame, no; Smith, no; Hoiland, no; Stoodley, yes. Motion carried 4-3. Vote for the main motion to approve as amended - Roll call vote: Frame, yes; Ames, yes; Powers, yes; Fesenmaier, yes; Smith, no; Hoiland, no; Stoodley; yes. Motion carried 5-2.

Motion to go into Closed Session pursuant to Wisconsin Statutes 19.85(1)(e) deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session regarding the purchase of certain property located at the corner of Edwards Boulevard and Bloomfield Road, in the City of Lake Geneva, for a future Police and/or Fire Facility
Motion by Hoiland to not adjourn to closed session, second by Smith. Roll call vote: Hoiland, yes; Smith, yes; Stoodley, yes; Frame, yes; Fesenmaier, yes; Powers, yes; Ames, yes. Motion carried.

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

Adjournment
Motion by Ames to adjourn, second by Stoodley. Voice vote, approved, motion carried. Adjourned at 9:16 pm.

Lacey L. Reynolds
City Clerk

Report Criteria:
Detail report.
Invoices with totals above $0.00 included.
Paid and unpaid invoices included.
Invoice.Batch = "04242026","04272026","US04302026"

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
AT&T				
262248210204	04/13/2026	RIVIERA ELEVATOR	40-55-20-52210 RIVIERA ELEVATOR PHONE EXPENSE	297.13
262248456704	04/13/2026	POLICE-911 MODEM	11-21-00-52620 PD COMMUNICATION SYS MAINT FEE	609.74
262248471504	04/13/2026	CITY HALL-PORTS	11-16-10-52210 CITY HALL TELEPHONE	604.24
262248567104	04/13/2026	RIVIERA ELEVATOR	40-55-20-52210 RIVIERA ELEVATOR PHONE EXPENSE	302.12
262248714604	04/13/2026	FIRE DEPARTMENT	11-22-00-52210 FIRE TELEPHONE EXPENSE	326.59
262249528004	04/16/2026	LIBRARY - 6 LINES	99-00-00-52210 LIBRARY TELEPHONE EXP	422.40
262249528004	04/16/2026	COURT FAX	11-12-00-52210 MUNICIPAL CT TELEPHONE	70.40
262249528004	04/16/2026	CITY HALL-ALARM LINES	11-16-10-52210 CITY HALL TELEPHONE	70.46
262249528004	04/16/2026	CEMETERY - 1 LINE	48-00-00-52210 CEM TELEPHONE EXP	70.40
262249528004	04/16/2026	LOWER RIVIERA - 1 LINE	40-55-20-52210 RIVIERA ELEVATOR PHONE EXPENSE	70.40
262249528004	04/16/2026	UPPER RIVIERA - 2 LINES	40-55-10-52210 TELEPHONE EXPENSE	140.80
262249528004	04/16/2026	POLICE - 3 LINES	11-21-00-52210 PD TELEPHONE EXPENSE	211.20
262R72091181	04/01/2026	911-MARCH	11-21-00-52620 PD COMMUNICATION SYS MAINT FEE	2,600.00
S660270270-2	04/01/2026	ETHERNET-APRIL	11-21-00-52210 PD TELEPHONE EXPENSE	338.90
Total AT&T:				6,134.78
AT&T WISCONSIN				
0420334112	04/07/2026	CITY HALL-IP ROUTER- .45	11-16-10-52210 CITY HALL TELEPHONE	228.01
0420334112	04/07/2026	POLICE MAIN-IP ROUTER- .45	11-21-00-52210 PD TELEPHONE EXPENSE	228.01
0420334112	04/07/2026	COURT MAIN-IP ROUTER- .05	11-12-00-52210 MUNICIPAL CT TELEPHONE	25.33
0420334112	04/07/2026	METER-IP ROUTER- .05	42-34-50-52210 TELEPHONE EXPENSE	25.33
Total AT&T WISCONSIN:				506.68
CHARTER COMMUNICATIONS				
152474201041	04/14/2026	INTERNET SVC-APR 2026	47-70-00-57155 TOURISM MUNICIPAL DEVELOPMENT	119.99
152474301041	04/14/2026	INTERNET SVC APR 2026	11-21-00-52210 PD TELEPHONE EXPENSE	359.99
152474401041	04/14/2026	INTERNET SVC APR 2026	11-16-10-52210 CITY HALL TELEPHONE	219.99
Total CHARTER COMMUNICATIONS:				699.97
CITY OF LAKE GENEVA POLICE DEPT				
04/27/26	04/27/2026	PETTY CASH-POSTAGE	11-21-00-53120 PD POSTAGE	40.70
Total CITY OF LAKE GENEVA POLICE DEPT:				40.70
DI BELLA, KRISTIE				
04/24/26	04/24/2026	OVERPAYMENT REFUND, KIOS	42-34-50-46330 PARKING STALL COLLECTIONS	13.00
Total DI BELLA, KRISTIE:				13.00
FEH DESIGN				
116069	04/21/2026	2026313-LIBRARY WEST REMO	99-00-00-52110 GENERAL ADMIN EXPENSES	520.00
Total FEH DESIGN:				520.00
FROGGATT, JEAN				
04/22/26	04/22/2026	MEALS-TRAINING 05/10-05/13/2	11-21-00-53310 PD MEALS & LODGING	161.00

Invoice Number	Invoice Date	Description	GL Account and Title		Net Invoice Amount
Total FROGGATT, JEAN:					161.00
INITIAL DESIGNS					
2079	03/10/2026	APPAREL-TENPAS, CULLEN, C	11-22-00-51380	FIRE DEPT UNIFORMS	3,893.10
2096	03/18/2026	APPAREL-TENPAS CLASS B S/S	11-22-00-51380	FIRE DEPT UNIFORMS	162.99
Total INITIAL DESIGNS:					4,056.09
JONES, HEATHER					
MAY 2026	05/01/2026	RIVIERA EVENTS COORDINATO	47-00-00-57212	RIVIERA MARKETING COORDINATOR	5,833.34
Total JONES, HEATHER:					5,833.34
KORNAK, EMILY					
4-26-2026	04/27/2026	MILEAGE REIMBURSEMENT-JA	99-00-00-53320	STAFF CONTINUING EDUCATION	243.60
4-26-2026	04/27/2026	CELL PHONE REIMBURSEMEN	99-00-00-52110	GENERAL ADMIN EXPENSES	80.00
4-26-2026	04/27/2026	PROGRAM REFRESHMENTS	99-00-00-54150	LIBRARY PROGRAMS	13.99
Total KORNAK, EMILY:					337.59
MALCOLM COUTURE					
04232026	04/23/2026	BUILDING ROBOTS PROGRAM	99-00-00-54150	LIBRARY PROGRAMS	300.00
Total MALCOLM COUTURE:					300.00
NEW EARTH STRATEGIES LLC					
04/30/26	04/30/2026	BI-WEEKLY-HILMOOR COORDI	11-62-01-59900	OTHER PROFESSIONAL SERVICES	1,500.00
Total NEW EARTH STRATEGIES LLC:					1,500.00
TRANS UNION LLC					
03610823	03/25/2026	BACKGROUND CHECKS	11-21-00-53800	PD SPECIAL INVESTIGATIONS	63.26
03610823	03/25/2026	BACKGROUND CHECK-BROME	11-22-00-58400	PRE-EMPLOYMENT TESTING	31.63
Total TRANS UNION LLC:					94.89
US BANK					
3341-MARCH/	04/10/2006	AMAZON RETURN-HOLSTER	11-21-00-58100	EQUIPMENT OUTLAY	21.20-
3341-MARCH/	04/10/2006	GALCO-DISCOUNT	11-21-00-58100	EQUIPMENT OUTLAY	145.60-
3341-MARCH/	04/10/2006	AMAZON-BORO	11-21-00-51380	PD UNIFORM ALLOWANCE	24.88
3341-MARCH/	04/10/2006	TACTACAM-HILLMOOR	11-21-00-53800	PD SPECIAL INVESTIGATIONS	10.00
3341-MARCH/	04/10/2006	AMAZON-HALL	11-21-00-51380	PD UNIFORM ALLOWANCE	24.88
3341-MARCH/	04/10/2006	STINEBRINKS-FLOWERS CSO	11-21-00-53990	PD MISCELLANEOUS EXP	18.99
3341-MARCH/	04/10/2006	WEST MARINE PRO-RESCUE S	43-21-00-17010	PD CAPITAL PROJECTS	507.90
3341-MARCH/	04/10/2006	GALLS	11-21-00-51380	PD UNIFORM ALLOWANCE	174.05
3341-MARCH/	04/10/2006	USPS MAIL BLOOD	11-21-00-53120	PD POSTAGE	20.35
3341-MARCH/	04/10/2006	AMAZON-HALL	11-21-00-51380	PD UNIFORM ALLOWANCE	38.99
3341-MARCH/	04/10/2006	WEST MARINE PRO-ANCHOR (	11-21-00-57360	DONOR PURCHASES	101.94
3341-MARCH/	04/10/2006	NIKKI'S WISHING WELL-RICHA	11-21-00-51900	PFC COMMISSION EXPENSES	100.00
3341-MARCH/	04/10/2006	NIKKI'S WISHING WELL-RICHA	11-21-00-53990	PD MISCELLANEOUS EXP	150.00
3341-MARCH/	04/10/2006	AMAZON-HONOR GUARD GLO	11-21-00-51390	PART TIME UNIFORM EXPENSE	36.85
3341-MARCH/	04/10/2006	AMAZON ANCHOR ROPE SPOO	11-21-00-57360	DONOR PURCHASES	85.44
3341-MARCH/	04/10/2006	AMAZON-WALSER	11-21-00-51380	PD UNIFORM ALLOWANCE	139.99
3341-MARCH/	04/10/2006	AMAZON-RECHARGEABLE LED	11-21-00-57360	DONOR PURCHASES	179.82
3341-MARCH/	04/10/2006	WEST MARINE PRO-ANCHOR (	11-21-00-57360	DONOR PURCHASES	225.42
3341-MARCH/	04/10/2006	USPS MAIL BLOOD	11-21-00-53120	PD POSTAGE	20.35

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
3341-MARCH/	04/10/2006	WALMART-FINGERPRINT SUPP	11-21-00-52900 CARE OF PRISONERS	28.57
3341-MARCH/	04/10/2006	USPS MAIL BLOOD	11-21-00-53120 PD POSTAGE	20.35
3341-MARCH/	04/10/2006	PERFORMANCE HEALTH SUP -	11-21-00-57360 DONOR PURCHASES	1,328.10
3341-MARCH/	04/10/2006	POLICE LEGAL SCIENCES	11-21-00-54100 PD TRAINING EXPENSES	734.00
3341-MARCH/	04/10/2006	FLEET FARM-MARKER BUOY	43-21-00-17010 PD CAPITAL PROJECTS	74.94
3341-MARCH/	04/10/2006	AMAZON-PAPENFUS	11-21-00-51380 PD UNIFORM ALLOWANCE	154.99
3341-MARCH/	04/10/2006	AMAZON-FIREARMS	11-21-00-58100 EQUIPMENT OUTLAY	63.60
3341-MARCH/	04/10/2006	AMAZON-TRIPP	11-21-00-51380 PD UNIFORM ALLOWANCE	93.47
3341-MARCH/	04/10/2006	USPS MAIL BLOOD	11-21-00-53120 PD POSTAGE	40.25
3341-MARCH/	04/10/2006	USPS MAIL BLOOD	11-21-00-53120 PD POSTAGE	40.70
3341-MARCH/	04/10/2006	GALCO HOLSTERS-FIREARMS	11-21-00-58100 EQUIPMENT OUTLAY	750.25
3341-MARCH/	04/10/2006	AMBER GRILL-TRAINING	11-21-00-53310 PD MEALS & LODGING	54.53
3341-MARCH/	04/10/2006	AMAZON-AWARDS PAPER	11-21-00-53100 PD OFFICE SUPPLIES	55.98
Total US BANK:				5,132.78
WE ENERGIES				
5896624064	04/17/2026	CITY HALL GAS/HEAT	11-16-10-52240 CITY HALL GAS HEAT	1,566.94
5896624064	04/17/2026	FIREHOUSE GAS/HEAT	11-22-00-52240 FIREHOUSE GAS HEAT	515.91
5896624064	04/17/2026	UPPER RIVIERA GAS/HEAT	40-55-10-52240 UPPER RIVIERA GAS HEAT	334.69
5896624064	04/17/2026	HOST DRIVE WATER TOWER	11-22-00-52240 FIREHOUSE GAS HEAT	377.17
5896624064	04/17/2026	MUSEUM GAS/HEAT	11-51-10-52240 MUSEUM-GAS HEAT	583.49
5896624064	04/17/2026	1055 CAREY ST BUILDING	11-32-10-52240 ST DEPT BLDG GAS HEAT	320.73
5896624064	04/17/2026	1065 CAREY ST BUILDING	11-32-10-52240 ST DEPT BLDG GAS HEAT	908.88
5896624064	04/17/2026	1070 CAREY ST BUILDING	11-32-10-52240 ST DEPT BLDG GAS HEAT	463.01
5896624064	04/17/2026	VETS PARK GAS/HEAT	11-52-01-52240 VETS PARK GAS HEAT	264.84
5896624064	04/17/2026	CEMETERY GAS/HEAT	48-00-00-52240 CEM GAS HEAT EXP	130.23
Total WE ENERGIES:				5,465.89
WHITE, SAM				
04/20/26	04/20/2026	MEALS TRAINING REIMB-05/08/	11-21-00-53310 PD MEALS & LODGING	19.00
Total WHITE, SAM:				19.00
WINDLER, TRICIA				
04/22/26	04/22/2026	MEALS-TRAINING 05/10-05/13/2	11-21-00-53310 PD MEALS & LODGING	161.00
Total WINDLER, TRICIA:				161.00
Grand Totals:				30,976.71

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount

Dated: _____

Mayor: _____

City Council: _____

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City Recorder: _____

Report Criteria:
Detail report.
Invoices with totals above $0.00 included.
Paid and unpaid invoices included.
Invoice.Batch = "04242026","04272026","US04302026"

Report Criteria:
Detail report.
Invoices with totals above $0.00 included.
Only unpaid invoices included.
Invoice.Batch = "05062026","05062026A"
Invoice Detail.GL account (2 Characters) = {<>} "61"
Invoice Detail.GL account (2 Characters) = {<>} "62"

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
A.J. ANICH LUMBER COMPANY				
119676S	04/15/2026	24FT SQUARE METAL-KUBOTA	11-52-00-53520 GROUNDS MAINT SUPPLIES	468.90
Total A.J. ANICH LUMBER COMPANY:				468.90
ALL OUT TRUCKING LLC				
1331	04/13/2026	SNOW REMOVAL	11-32-12-52200 CONTRACT HAULING SERVICES	3,680.00
Total ALL OUT TRUCKING LLC:				3,680.00
ASSOCIATED APPRAISAL CONSULTANTS INC				
186096	05/01/2026	MAY 2026 ASSMT SVCS	11-15-40-52100 ASSESSOR CONTRACTED SERVICES	3,750.00
Total ASSOCIATED APPRAISAL CONSULTANTS INC:				3,750.00
AURORA HEALTH CARE INC				
CINV042210	04/16/2026	EMP CLINIC-MAR 2026	11-10-20-51320 HEALTH AND DENTAL ADMIN CHGS	2,925.00
Total AURORA HEALTH CARE INC:				2,925.00
B&H PHOTO-VIDEO				
243664341	04/15/2026	COMMERCIAL DISPLAY -AVOC	43-99-00-17010 LIBRARY CAPITAL PROJECTS	4,521.79
Total B&H PHOTO-VIDEO:				4,521.79
BATZNER PEST CONTROL				
94758834	04/17/2026	PEST CONTROL	40-55-20-53600 RIV MAINTENANCE SERVICE COSTS	205.92
94762688	04/17/2026	PEST CONTROL-APR 2026	11-16-10-53600 CITY HALL MAINT SERVICE COSTS	97.25
Total BATZNER PEST CONTROL:				303.17
BUMPER TO BUMPER				
662-511255	04/15/2026	PAINT	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	173.10
Total BUMPER TO BUMPER:				173.10
COLUMN SOFTWARE PBC				
C2330076-013	04/23/2026	ALC LIC- BOARD & BRUSH	11-10-00-53140 OFFICIAL PUBLICATIONS & NOTICE	25.65
C2330076-013	04/23/2026	PC-2026-003	11-10-00-53140 OFFICIAL PUBLICATIONS & NOTICE	68.83
C2330076-013	04/23/2026	PC-2025-049	11-10-00-53140 OFFICIAL PUBLICATIONS & NOTICE	54.72
C2330076-013	04/23/2026	PC-2026-021	11-10-00-53140 OFFICIAL PUBLICATIONS & NOTICE	67.08
C2330076-013	04/24/2026	GENERAL NOTICE- MUSUEM F	43-51-00-17010 MUSEUM CAPITAL PROJECTS	155.32
Total COLUMN SOFTWARE PBC:				371.60
CULLIGAN OF BURLINGTON				
500X03428105	03/31/2026	5 GALLON WATER/ BOTTLE DE	99-00-00-55320 LIBRARY EQUIP LEASES & MAINT	16.00
500X03428204	03/31/2026	BOTTLED WATER RENTAL-APRI	99-00-00-55320 LIBRARY EQUIP LEASES & MAINT	9.00
500X03428303	03/31/2026	DRINKING WATER EQUIP RENT	99-00-00-55320 LIBRARY EQUIP LEASES & MAINT	48.00

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total CULLIGAN OF BURLINGTON:				73.00
DEKIND COMPUTER CONSULTANTS				
44508	02/19/2026	HDWR REPL-BZ ADMIN LAPTOP	50-00-00-58000 MISC/COMP EQUIP PURCHASES	2,306.58
45171	04/28/2026	(5) WATCHGUARD 1 YR SUB	11-14-20-54500 COMPUTER IT SVC & EQUIPMENT	145.20
Total DEKIND COMPUTER CONSULTANTS:				2,451.78
DUNN LUMBER				
2376189	04/21/2026	CHARLOTTEE PIPE, PRESSUR	11-52-00-52410 BLDG MAINT&REPAIR-PARKS	35.97
2376871	04/21/2026	MAGNETIC LEVEL	11-52-00-53990 PARKS MISCELLANEOUS EXPENSES	10.99
2377760	04/22/2026	ELBOW SANITARY PIPE, ADAPT	11-52-00-52410 BLDG MAINT&REPAIR-PARKS	28.14
2379637	04/23/2026	DUSTER COB WEBB	11-52-00-53400 PARKS OPERATING SUPPLIES	11.99
2384487	04/28/2026	TOILT SUPPLY	11-52-00-52410 BLDG MAINT&REPAIR-PARKS	13.98
Total DUNN LUMBER:				101.07
FERRELLGAS				
RN11306409	02/25/2026	PROPANE	48-00-00-53400 CEM OPERATING SUPPLIES	12.00
Total FERRELLGAS:				12.00
GENEVA LAKE ENVIRONMENTAL AGCY				
05012026	05/01/2026	MAY PAYMENT 2026	40-54-10-57300 GLAKE ENVIRONMENTAL AGENCY	11,250.00
Total GENEVA LAKE ENVIRONMENTAL AGCY:				11,250.00
GFC LEASING - WI				
I556076	04/16/2026	COPIER LEASE-APR2026	99-00-00-55320 LIBRARY EQUIP LEASES & MAINT	247.81
Total GFC LEASING - WI:				247.81
GIRAFFE ELECTRIC II INC				
26-0470	04/23/2026	LIGHT INSTALL-PD ELEC RM	11-16-10-53600 CITY HALL MAINT SERVICE COSTS	815.00
Total GIRAFFE ELECTRIC II INC:				815.00
INGRAM BOOK COMPANY				
95793436	04/09/2026	ADULT BOOKS- CREDIT	99-00-00-54100 LIBRARY ADULT MATERIALS	.66-
95802373	04/10/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	34.57
95802373	04/10/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	3.98
95802374	04/10/2026	YOUTH BOOKS	99-00-00-54110 LIBRARY YOUTH MATERIALS	54.65
95802374	04/10/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	9.95
95802375	04/10/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	101.33
95802375	04/10/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	11.94
95802376	04/10/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	13.93
95802376	04/10/2026	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.99
95802377	04/10/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	35.03
95802377	04/10/2026	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.99
95802378	04/10/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	16.09
95802378	04/10/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.99
95802379	04/10/2026	YOUTH BOOKS	99-00-00-54110 LIBRARY YOUTH MATERIALS	11.97
95802379	04/10/2026	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.99
95802380	04/10/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	17.42
95802380	04/10/2026	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.99
95903703	04/15/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	28.74

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
95903703	04/15/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	3.98
95903704	04/15/2026	YOUTH BOOKS	99-00-00-54110 LIBRARY YOUTH MATERIALS	9.97
95903704	04/15/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.99
95903705	04/15/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	86.43
95903705	04/15/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	9.95
95903706	04/15/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	34.37
95903706	04/15/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.99
95903707	04/15/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	63.18
95903707	04/15/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	3.98
95903708	04/15/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	10.85
95903708	04/15/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.99
95903709	04/15/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	216.71
95903709	04/15/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	11.94
95903710	04/15/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	17.74
95903710	04/15/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.99
95903711	04/15/2026	YOUTH BOOKS	99-00-00-54110 LIBRARY YOUTH MATERIALS	10.55
95903711	04/15/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.99
95958926	04/17/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	33.38
95958926	04/17/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	3.98
95958927	04/17/2026	YOUTH BOOKS	99-00-00-54110 LIBRARY YOUTH MATERIALS	67.24
95958927	04/17/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	9.95
95958928	04/17/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	73.65
95958928	04/17/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	9.95
95958929	04/17/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	3.98
95958929	04/17/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	38.67
95958930	04/17/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	19.44
95958930	04/17/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.99
95958931	04/17/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	37.10
95958931	04/17/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.99
95958932	04/17/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	14.92
95958932	04/17/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.99
95958933	04/17/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	36.05
95958933	04/17/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	3.98
95958934	04/17/2026	YOUTH BOOKS	99-00-00-54110 LIBRARY YOUTH MATERIALS	18.93
95958934	04/17/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.99
95958935	04/17/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	16.81
95958935	04/17/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.99
95958936	04/17/2026	YOUTH BOOKS	99-00-00-54110 LIBRARY YOUTH MATERIALS	11.48
95958936	04/17/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.99
95985757	04/19/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	25.07
95985757	04/19/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.99
95985758	04/19/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	42.67
95985758	04/19/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	9.95
95993248	04/20/2026	YOUTH BOOKS	99-00-00-54110 LIBRARY YOUTH MATERIALS	31.84
95993248	04/20/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	5.97
95993249	04/20/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	123.55
95993249	04/20/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	13.93
95993250	04/20/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	37.13
95993250	04/20/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.99
95993251	04/20/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	25.33
95993251	04/20/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.99
95993252	04/20/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	7.51
95993252	04/20/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.99
95993253	04/20/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	49.18
95993253	04/20/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	3.98
95993254	04/20/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	19.50
95993254	04/20/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.99

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
96014529	04/20/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	110.94
96014529	04/20/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	11.94
96030771	04/21/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	41.86
96030771	04/21/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	3.98
96030772	04/21/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	114.56
96030772	04/21/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	13.93
96030773	04/21/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	56.51
96030773	04/21/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	3.98
96030774	04/21/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	37.21
96030774	04/21/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.99
96030775	04/21/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	16.14
96030775	04/21/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.99
96030776	04/21/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	16.09
96030776	04/21/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.99
96030777	04/21/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	17.52
96030777	04/21/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.99
96030778	04/21/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	20.63
96030778	04/21/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.99
96045890	04/21/2026	YOUTH BOOKS	99-00-00-54110 LIBRARY YOUTH MATERIALS	175.93
96045890	04/21/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	43.78
96061466	04/22/2026	YOUTH BOOKS	99-00-00-54110 LIBRARY YOUTH MATERIALS	20.95
96061466	04/22/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	3.98
96061467	04/22/2026	YOUTH BOOKS	99-00-00-54110 LIBRARY YOUTH MATERIALS	778.33
96061467	04/22/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	153.23
96061468	04/22/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	17.66
96061468	04/22/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.99
96061469	04/22/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	20.85
96061469	04/22/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.99
96061470	04/22/2026	YOUTH BOOKS	99-00-00-54110 LIBRARY YOUTH MATERIALS	61.84
96061470	04/22/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	11.94
96077781	04/22/2026	YOUTH BOOKS	99-00-00-54110 LIBRARY YOUTH MATERIALS	55.05
96077781	04/22/2026	PROCESSING MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	7.96
96120957	04/24/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	48.44
96120957	04/24/2026	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	3.98
96120958	04/24/2026	YOUTH BOOKS	99-00-00-54110 LIBRARY YOUTH MATERIALS	45.48
96120958	04/24/2026	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	7.96
96120959	04/24/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	32.66
96120959	04/24/2026	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	3.98
96120960	04/24/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	128.76
96120960	04/24/2026	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	9.95
96120961	04/24/2026	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	9.95
96120961	04/24/2026	YOUTH BOOKS	99-00-00-54110 LIBRARY YOUTH MATERIALS	60.70
96120962	04/24/2026	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	3.98
96120962	04/24/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	57.16
96120963	04/24/2026	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.99
96120963	04/24/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	28.94
96120964	04/24/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	14.96
96120964	04/24/2026	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.99
96120965	04/24/2026	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.99
96120965	04/24/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	19.45
96120966	04/24/2026	MATERIALS	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.99
96120966	04/24/2026	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	19.50
Total INGRAM BOOK COMPANY:				3,990.03
ITU ABSORBTECH INC				
8718120	04/24/2026	MAT SERVICE	11-32-10-53600 ST DEPT BLDG MAINT SERV COSTS	147.07

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
8718121	04/24/2026	MAT SERVICE-MAY2026	11-16-10-53600 CITY HALL MAINT SERVICE COSTS	127.95
Total ITU ABSORBTECH INC:				275.02
JERRY WILLKOMM INC				
325909	04/15/2026	1802.0 GAS	11-32-10-53410 VEHICLE-FUEL & OIL	7,062.04
Total JERRY WILLKOMM INC:				7,062.04
KAPUR & ASSOCIATES INC				
139648	04/17/2026	VISTAS-SHODEEN	11-00-00-13910 A/R BILL OUTS	618.30
139649	04/17/2026	STONE RIDGE PH 3	11-00-00-13910 A/R BILL OUTS	1,223.50
139650	04/17/2026	SYMPHONY BAY PH 7	11-00-00-13910 A/R BILL OUTS	396.40
139652	04/17/2026	RIVIERA PARKING	11-30-00-52160 CITY ENGINEERING FEES	402.50
139653	04/17/2026	COVENANT HARBOR	11-00-00-13910 A/R BILL OUTS	175.00
139656	04/17/2026	HWY 50 ROAD IMPROVEMENT	43-32-10-17010 STREET IMP PROGRAM	1,717.00
139657	04/17/2026	ROAD PAVING/IMPROVEMENT	43-32-10-17010 STREET IMP PROGRAM	4,942.50
139658	04/17/2026	OAK HILL CEMETERY ROADS	43-48-00-17010 CEMETERY CAPITAL PROJECTS	14,818.00
139659	04/17/2026	HWY 50 RD IMPROVEMENT/ H	43-32-10-17010 STREET IMP PROGRAM	4,440.50
139660	04/17/2026	NORTH & CENTER ST LOT	11-00-00-13910 A/R BILL OUTS	430.50
139661	04/17/2026	COUNCIL MEETING ATTENDAN	11-30-00-52160 CITY ENGINEERING FEES	350.00
139662	04/17/2026	HWY 50 ROAD IMPROVEMENT	43-32-10-17010 STREET IMP PROGRAM	284.00
139663	04/17/2026	SYMPHONY BAY PH 8	11-00-00-13910 A/R BILL OUTS	47,016.55
139664	04/17/2026	BROAD/CENTER REDEVELOP P	11-00-00-13910 A/R BILL OUTS	87.50
139667	04/17/2026	RIVIERA MEMORIAL GIS MAPPI	11-30-00-52160 CITY ENGINEERING FEES	600.00
139668	04/17/2026	ROAD PAVING/IMPROVEMENT	43-32-10-17010 STREET IMP PROGRAM	19,576.50
139669	04/17/2026	CENTER INTERCHANGE N	11-00-00-13910 A/R BILL OUTS	2,048.50
139671	04/17/2026	ENG-SYMPHONY BAY WETLAN	11-30-00-52160 CITY ENGINEERING FEES	87.50
139672	04/17/2026	2026 LG GIS UPDATE, BLDG &Z	11-30-00-52160 CITY ENGINEERING FEES	567.50
139673	04/17/2026	MEETINGS	11-30-00-52160 CITY ENGINEERING FEES	175.00
139674	04/17/2026	CENTRAL DENISON PARKING	11-30-00-52160 CITY ENGINEERING FEES	175.00
139675	04/17/2026	UPDATE TOOLS ON OAK HILL G	11-30-00-52160 CITY ENGINEERING FEES	300.00
Total KAPUR & ASSOCIATES INC:				100,432.25
LAKE GENEVA UTILITY				
1818 FOREST	03/10/2026	1818 FORESTVIEW CT	45-00-00-24520 WATER IMPACT FEES	1,690.00
1818 FOREST	03/10/2026	1818 FORESTVIEW CT	45-00-00-24530 SEWER IMPACT FEES	1,865.00
Total LAKE GENEVA UTILITY:				3,555.00
LANGE ENTERPRISES INC				
94771	04/09/2026	SIGN BRACKETS	42-34-50-53400 OPERATING SUPPLIES-ENFORCEMEN	387.50
94944	04/23/2026	ULTRA FLAG BRACKET	11-34-10-53750 TRAFFIC CONTROL STREET SIGNS	270.32
Total LANGE ENTERPRISES INC:				657.82
MCCLELLAN SALES & SERVICE				
100	04/15/2026	STANDING MOWER	50-32-00-58000 DPW EQUIPMENT PURCHASES	25,000.00
100	04/15/2026	JOHN DEERE RIDING MOWER	50-48-00-58000 CEMETERY EQUIPMENT REPLACEME	14,294.00
1522	04/08/2026	BATTERY, CORE CHARGE	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	244.00
1541	04/17/2026	HYDRO FILTERS	48-00-00-52500 CEM EQUIP MAINT/REPAIRS	340.26
Total MCCLELLAN SALES & SERVICE:				39,878.26
MID-STATE EQUIPMENT				
V23653	04/28/2026	LFT LINK-#38, BLADE-RHINO M	11-32-10-52500 ST DEPT EQUIPMENT REPAIRS	654.31

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total MID-STATE EQUIPMENT:				654.31
MIDWEST TAPE LLC				
508726930	04/16/2026	ADULT AUDIO BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	105.98
508726930	04/16/2026	PROCESSING CHARGES	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	3.98
508736762	04/20/2026	ADULT AUDIO BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	52.79
508755245	04/22/2026	ADULT AUDIO BOOK	99-00-00-54100 LIBRARY ADULT MATERIALS	42.99
508755245	04/22/2026	PROCESSING CHARGES	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	1.99
Total MIDWEST TAPE LLC:				207.73
MILLER-BRADFORD & RISBERG INC				
P5408802	04/27/2026	SWITCH	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	141.81
Total MILLER-BRADFORD & RISBERG INC:				141.81
MUNICIPAL LAW & LITIGATION GRO S.C.				
17398	04/20/2026	MISC ATTORNEY FEES-MAR 20	11-13-10-52140 OUTSIDE ATTORNEYS FEES	635.00
Total MUNICIPAL LAW & LITIGATION GRO S.C.:				635.00
NAPA AUTO PARTS				
397072	04/23/2026	BATTERY, CORE DEPOSIT	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	66.74
397464	04/27/2026	ENGINE OIL FILTERS	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	31.54
397465	04/27/2026	ENGINE OIL FILTERS	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	68.60
397565	04/28/2026	FUEL FILTER	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	48.44
397600	04/28/2026	BATTERY DEPOSIT	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	129.14
Total NAPA AUTO PARTS:				344.46
OFFICE PRO INC				
764838-0	04/23/2026	TOWELS,TISSUE PAPER	11-16-10-53500 CITY HALL BLDG MAINT SUPPLIES	138.40
Total OFFICE PRO INC:				138.40
OPN INC				
24657000-10	03/31/2026	SMITH MEETING ROOM	43-99-00-17010 LIBRARY CAPITAL PROJECTS	3,139.70
Total OPN INC:				3,139.70
PATRIOT FENCE AND CONSTRUCTION				
4399	04/21/2026	PICKLEBALL DIVIDER FENCE IN	43-52-00-53000 PARKS AND REC CAPITAL PROJECTS	7,500.00
Total PATRIOT FENCE AND CONSTRUCTION:				7,500.00
PITNEY BOWES				
3322447381	04/20/2026	FOLDER CONTRACT-FEB-MAY2	11-16-10-55310 CH OFFICE EQUIPMENT CONTRACTS	413.10
Total PITNEY BOWES:				413.10
RHYME BUSINESS PRODUCTS				
41719341	04/09/2026	KYOCERA TASKALFA508CI APR	11-12-00-53610 EQUIPMENT MAINT SERVICE COSTS	184.66
41813965	04/21/2026	RHYME COPIER - APR 26	11-24-00-53130 COPIER EXPENSES	118.91
Total RHYME BUSINESS PRODUCTS:				303.57

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
SHERWIN WILLIAMS				
754431311904	04/24/2026	PAINT	11-52-00-53520 GROUNDS MAINT SUPPLIES	133.12
Total SHERWIN WILLIAMS:				133.12
SHRED-IT				
8014099073	04/25/2026	SHRED SERV-APR 2026	11-16-10-53600 CITY HALL MAINT SERVICE COSTS	36.28
Total SHRED-IT:				36.28
SYSTEMS DESIGN				
28691	04/14/2026	IRRIGATION SHUTDOWN-RIVIE	40-55-20-53600 RIV MAINTENANCE SERVICE COSTS	359.90
Total SYSTEMS DESIGN:				359.90
TOTAL PARKING SOLUTIONS INC				
107869	05/01/2026	WEB OFFICE-JUN2026	42-34-50-54500 SUPPORT CONTRACTS	3,850.00
TOTAL PARKING SOLUTIONS INC:				3,850.00
VANDEWALLE & ASSOCIATES INC				
202604048	04/16/2026	SYMPHONY BAY PH 8	11-00-00-13910 A/R BILL OUTS	100.00
202604071	04/21/2026	CORP PLAN INITIAL RESEARCH	43-52-00-53000 PARKS AND REC CAPITAL PROJECTS	470.00
Total VANDEWALLE & ASSOCIATES INC:				570.00
WELDERS SUPPLY CO				
3299791	04/28/2026	HAZMAT, 130 AG25	11-32-10-53400 OPERATING SUPPLIES-STREET DEPT	93.07
Total WELDERS SUPPLY CO:				93.07
WI DEPARTMENT OF TRANSPORTATION				
395-00004342	04/01/2026	DOT HWY 50	43-32-10-17010 STREET IMP PROGRAM	3,229.85
395-00004342	04/01/2026	HWY 50 RD IMPROVEMENT PR	43-32-10-17010 STREET IMP PROGRAM	5,744.46
395-00004342	04/01/2026	DOT HWY 120	43-32-10-17010 STREET IMP PROGRAM	5,093.84
Total WI DEPARTMENT OF TRANSPORTATION:				14,068.15
WITTE SUPPLY COMPANY				
180328	04/27/2026	GRASS SEED	11-32-13-54300 TREE, BRUSH & COMPOST OPER SUP	108.50
180350	04/28/2026	PULVERIZED TOPSOIL	11-32-13-54300 TREE, BRUSH & COMPOST OPER SUP	655.00
Total WITTE SUPPLY COMPANY:				763.50
YMCA				
5/1/2026	05/01/2026	BIMONTHLY PMT MAY/JUNE	11-70-00-57600 YMCA-YOUTH ATHLETIC PROGRAM	10,609.00
Total YMCA:				10,609.00
Grand Totals:				230,955.74

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount

Dated: _____

Mayor: _____

City Council: _____

_____

_____

_____

_____

_____

City Recorder: _____

Report Criteria:
Detail report.
Invoices with totals above $0.00 included.
Only unpaid invoices included.
Invoice.Batch = "05062026","05062026A"
Invoice Detail.GL account (2 Characters) = {<>} "61"
Invoice Detail.GL account (2 Characters) = {<>} "62"

Complimentary Riviera Ballroom Event Request

Date of Event: Sunday, September 27, 2026

Hours of Event: 12:00 pm - 4:30 pm

Name of Event: Robert Sharoff, The Wrigley Building: The Making of An Icon

Person(s) Responsible: Emily Kornak

Address: Lake Geneva Public Library, 918 W Main St, Lake Geneva WI 53147

Phone Number: 262-249-5283

Email: ekornak@lglibrary.org

Estimated number of guests attending : 125-150

Food to be served? Yes/No No

Liquor to be served? Yes / No *(no cash bar)* No

Value of Request (See The Riviera Ballroom website for rental rates) : $1,000 (non-profit weekday event)

*Valid for no charge events that will be open to the public or part of a community enrichment special event. Special event permit to be applied for separately, if applicable.

Completed forms to be submitted to lakegenevariviera@gmail.com to begin the approval process.

This program is co-hosted by the Lake Geneva Public Library and the Lake Geneva Humanities Festival. The library is requesting waiver of fees. The event will be free and open to the public.

Approval from Common Council, Date: _____

Agenda Item Memo

City of Lake Geneva

Committee: Council
Meeting Date: 5/11/2026
Subject / Title: Special Event Approvals
Submitted By: David Winger

Background / Request

Staff have reviewed special event applications for Fat Tire Charity Ride. Staff are recommending this event to Council for approval.

Fiscal Impact / Budget

- **Estimated Cost: N/A**
- **Funding Source:** Click or tap here to enter text.(e.g., General Fund, TID, Water Utility, Grants)
- **Budget Status:** ☐ Within Budget _____ ☐ Over Budget _____

  ☐ Budget Amendment Required _____
- **GL Number: _____**

(If applicable, note grant awards, cost-sharing, or capital plan references.)

Ordinance/Policy Implications/Changes:

Recommendation:

Recommend Council approval for the following special events:

A. Fat Tire Charity Ride – (9/19/2026)

Implementation/Next Steps

Name of Committee	Date of Meeting	Original Agenda Item #	Outcome
Staff Review	Varies	N/A	Recommended
Council	5/12/2026		TBD

Attachments (list any and all attachments that go with this item and memo)

Event applications for each of the events: Fat Tire Charity Ride

Reviewed by	Date:	Comments

1

emailed 3/21/26

Updated October 2025

CITY OF LAKE GENEVA EVENT PERMIT APPLICATION

For events using City Parks or other Public Property.
Please fill in all blanks completely, as incomplete applications will be rejected.
Applications for Public Events must be submitted AT LEAST 45 DAYS prior to the proposed event date for consideration.
Do not use this form if your event is on private property.

Submit to: parksdirector@cityoflakegeneva.gov

Section I- APPLICANT INFORMATION

Name of Applicant: Dawn Marie Mancuso

Name of Event Organizer/Producer: Dawn Marie Mancuso

Production Company/Organization: Fat Tire Charity Ride FEIN #: [redacted]

Street Address: [redacted]

City: [redacted]

E-mail Address: [redacted]

Daytime Phone: [redacted] Cell Phone: [redacted]

Are you a ☐ **Business/Individual** OR ☒ **Non-Profit Organization** 501(c)_____

EIN # (Tax Exempt Number): [redacted]

*All non-profits must present a copy of their current Tax ID- EIN#

(requested from my accountant Carlson + Associates ✓

Section II- EVENT INFORMATION- Select all that apply

☐ **Private Event/Shelter Reservation**- Use of City of Lake Geneva Park and or Park Shelter for private use or event not that is not open to the public. Examples: family reunion, birthday party, club meeting, team practice. *Local non-profits exempt from fees

☐ Flat Iron Park Brunk Pavilion	$250/day
☐ Gazebo-Flat Iron Park	$125/day
☐ Seminary Park Shelter	$75/day
☐ Cobb Park Shelter	$75/day
☐ Park Use (no shelter)	$75/day

Other Location: N/A

☒ **Public Event**-Event open to the public, including ticketed or open admission. Examples: festival, art/ware sale/ market, concert, community activity, parade. (*Non-profits exempt from fees) Bike Ride

Application fee:
- ☐ $100- submitted at least 60 days prior
- ☐ $300- submitted at least 45 days but fewer than 60 days prior

Select parks/facilities used during event, fees applied from list above:

Park Space
- ☐ Flat Iron Park
- ☐ Seminary Park
- ☐ Cobb Park
- ☐ Library Park
- ☑ Other: portion of parking lot behind Champs

Shelters
- ☐ Brunk Pavilion
- ☐ Gazebo
- ☐ Seminary Park Shelter
- ☐ Cobb Park Shelter

*Applicants for a Public Event Permit MUST attend the Committee & Council meetings where their applications are considered for approval.

1. Title of Event: Fat Tire Charity Ride
2. Date(s) of Event: 9/19/2026
3. Location(s) of Event: Registration from 8-11 am @ Champs
4. Hours: Ride is from 9-6 pm ending w/ a big Roast @ Champs
Include :Start Time & End Time of event, and set up and tear down times
5. Event Chair/Contact Person: [redacted] one: [redacted]
6. Day of Event Contact Name: [redacted] one: [redacted]
7. Is the event open to the public? ☑ Yes ☐ No
8. Will you charge an admission fee? ☑ Yes ☐ No
9. Estimated Attendance Number: 1100
10. Basis for estimate: past 29 years of 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. **Attach a detailed description of proposed event with map of the exact location of the event and/or route.**

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

15. Description of plan for providing event security (If applicable): N/A

16. Will there be fireworks or pyrotechnics at your event? ☐ Yes ☑ No
If yes, please submit a fireworks display application.

17. Will your event include the sale of beer and/or wine? ☐ Yes ☑ No
If yes, please submit a completed Temporary Alcohol License & any necessary Temporary Operator License Applications to the City Clerk's office.

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.
We sell hats & T-shirts @ Champs during registration.

19. Describe Signage to be used during event:
N/A

If using City Street Banner poles, submit a completed Street Banner Display Application.
N/A

Section III- STREET USE/CLOSURE-$75 PER DAY PLUS COST OF BARRICADE RENTAL

☐ Street Closure ☐ Street Use ☑ N/A-Skip to Section IV

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.

Describe street(s) being used or closed. Attach additional pages if necessary & include a map.
Street closures must include rental of barricades; must be coordinated with the City of Lake Geneva Department of Public Works

Section IV- PARKING REQUESTS

Will any parking stalls be used or blocked during the event? ☑ Yes ☐ No

Parking Stall daily fees or bagging of Parking Stall fees are not included with the event permit fee; arrangements must be made with the City of Lake Geneva Parking Manager

Dates of Use: Midnight 9/18 – Midnight 9/19

Total Number of Parking Stalls being Requested: Same as last few years

Parking Stall Location: A portion of the parking lot behind Champs

Attach a map showing location of requested stalls.

Section V - REQUESTS FOR ADDITIONAL SERVICES

Anticipated Services Beyond Facility/Park Space Use Will Result in Additional Fees
Please indicate below any additional services you are requesting for your event. Estimated Fees for these services may be required prior to issuance of permit

☐ **Electricity;** Explain: N/A

☐ **Water;** Explain: _____

☐ **Traffic Control;** Explain: _____

☐ **Police Services;** Explain: _____

☐ **Fire/EMS Services;** Explain: _____

☐ **Other;** Explain: _____

Section VI - SIGNAUTRE AND INDEMINIFICATION

Acknowledgements-Applicant Must Initial Each Item

1. DMM The City of Lake Geneva, the Police Department and/or Fire Department have the right to cancel an event due to inclement weather, other safety risks, or if event is found to be in violation of any conditions of the event permit issued. No refunds will be issued for cancellations due to safety risks or permit violations.

2. DMM All Parks and Public Spaces must be left the way they were originally found.

3. DMM Event Tear Down and Clean Up must be completed within time frame specified in the hours listed on page 2, unless prior arrangements are made with the Parks Director and/or other appropriate City Staff.

4. DMM Applicant is responsible for the cost of damages or additional clean up resulting from event.

5. DMM Applicant will be invoiced for damages or clean up charges. Failure to pay invoices will result in denial of any and all future event applications.

6. DMM Must have a designated contact person on site and accessible at all times.

7. DMM Application fees due upon submission. Facility/Park Space fees, Parking Fees, Additional Services Fees due at least 1 week prior to the start of the event.

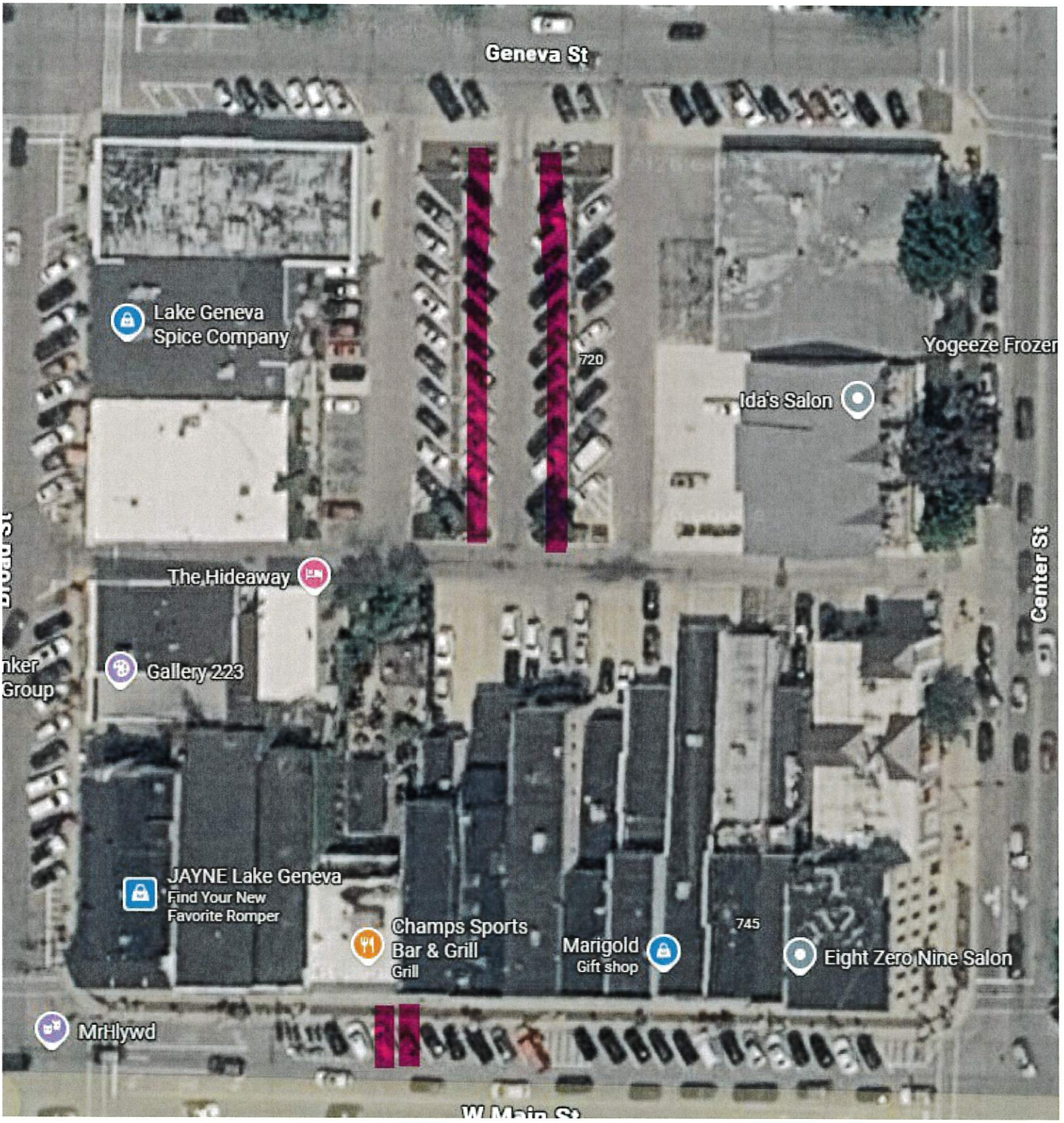
8. DMM Applicant is responsible for reporting any issues or concerns with event location to the appropriate City Department as soon as they are aware.

9. DMM Any incomplete, misleading, or falsified information in this application will result in automatic denial.

The applicant for her/himself and for other persons, organizations, firms and corporations, if any listed in this application, being of sound mind and body, do hereby freely, voluntarily and knowingly, now and for all times, fully save and hold harmless and defend, the CITY OF LAKE GENEVA, a Wisconsin Municipal Corporation located in the Walworth County, and each and every of its elected and appointed officials, employees, representatives, agents, heirs, and assigns, jointly and severally from and against any and all claims, causes of action, actions, liabilities, demands, losses, damages, and/or expenses of whatsoever kind and nature including counsel or attorneys' fees, which I have or may, at any time, incur or sustain arising from, resulting from, incurred in consequence of, or pertaining to, any and all intentional and negligent acts, omissions, incidents, activities and transactions, of whatever kind and nature, direct or indirect, of mine own and those of or by the CITY OF LAKE GENEVA, and each and every of its elected and appointed officials, employees, representatives, and agents, regardless of when or where, occurring or arising from this event.

Applicant Signature: Dawn Marie Mancuso **Date:** 3/18/26

Submit completed applications to the Parks Director: parksdirector@cityoflakegeneva.gov


Geneva St
Lake Geneva
Spice Company
720
Yogeeze Frozer
Ida's Salon
The Hideaway
Center St
Gallery 223
JAYNE Lake Geneva
Find Your New
Favorite Romper
Champs Sports
Bar & Grill
Grill
745
Marigold
Gift shop
Eight Zero Nine Salon
MrHlywd

Public Event-Save the Date Form

ONLY Public Events held annually have the ability to reserve future dates for that event no more than three years after the current event being applied for.

Completion of this form does not replace the application process for a City of Lake Geneva Event permit. An event permit application must be submitted each year.

Do not compete this form if your event is a private event.

Event Name: Fat Tire Charity Ride

Event Date: YR 20 27 9/18

YR 20 28 9/16

YR 20 29 9/15

All Park Facilities: NA

Name of Sponsoring Organization: Fat Tire Charity Ride

If Non-profit or Not-for-Profit: Tax ID / EIN #: [redacted]

Contact First Name: Dawn Marie Last Name: Manausa

Phone/Mobile: [redacted]

Email: [redacted]

Notes/Request:

For Office Use Only

Date Filed: _____ **Fees:** ☐ **Exempt** ☐ **Charged** **Amt Due:** _____

Required Approvals

Parks Director Signature: David Winger (Apr 27, 2026 16:20:30 CDT) Date: 04/27/2026

☑ Approve ☐ Denied Notes: Need parking attendant

Police Chief Signature: Lt. Kaitlin Tietz (Apr 28, 2026 08:50:08 CDT) Date: 04/28/2026

☑ Approve ☐ Denied Notes: _____

Fire Chief Signature: Delkowski (Apr 28, 2026 10:27:14 CDT) Date: 04/28/2026

☐ Approve ☐ Denied Notes: _____

DPW Signature: Neil Wasco (Apr 27, 2026 11:18:08 CDT) Date: 04/27/2026

☑ Approve ☐ Denied Notes: None

As Needed Approvals

Parking Signature: Beth Gehrig-Padro (Apr 27, 2026 12:42:20 CDT) Date: 04/27/2026

☑ Approve ☐ Denied Notes: 25 parking spaces, revenuce imapct -$1000

Harbormaster Signature: _____ Date: _____

☐ Approve ☐ Denied Notes: _____

City Clerk Signature: _____ Date: _____

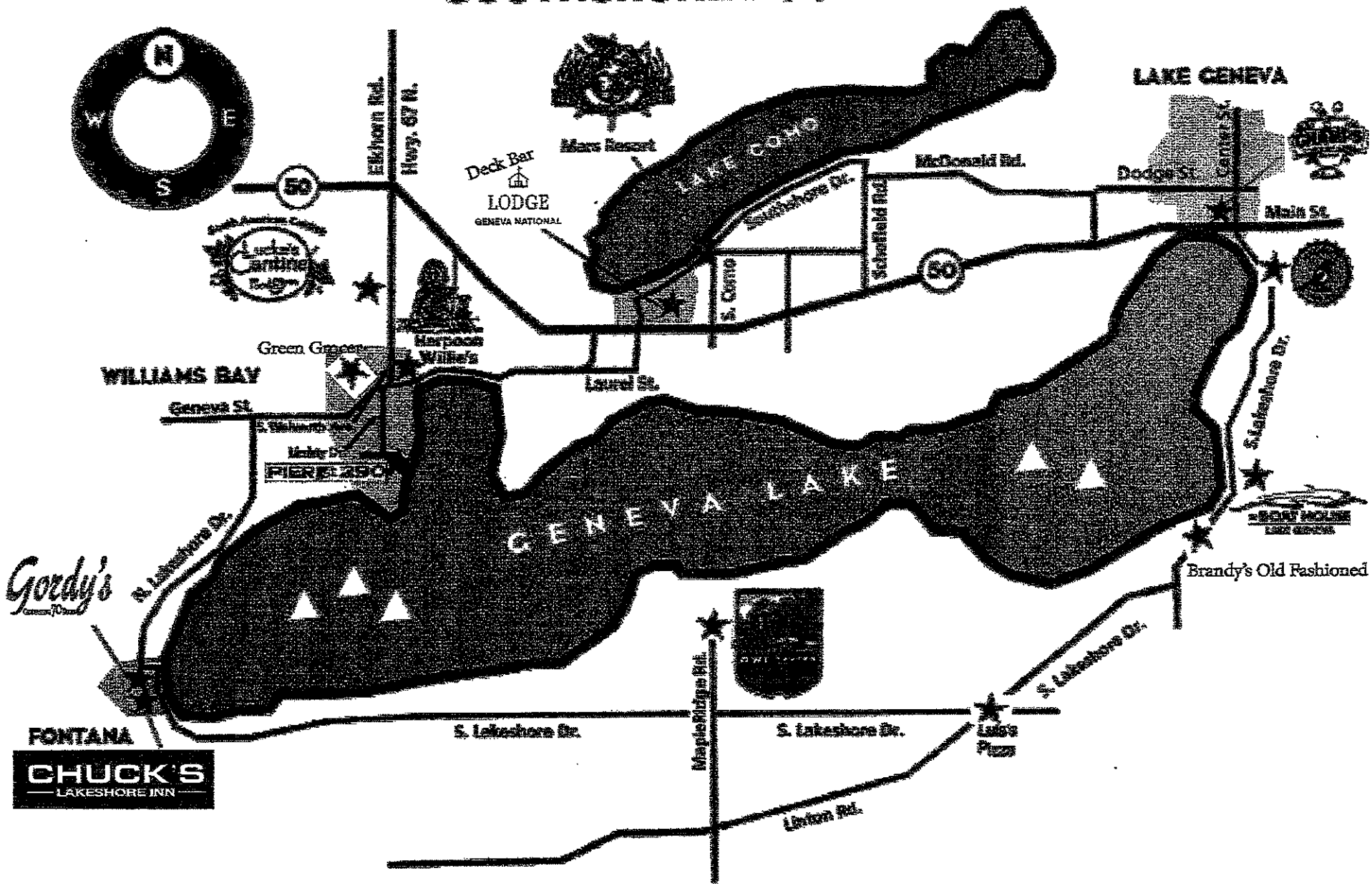
☐ Approve ☐ Denied Notes: _____

Public Events:

FLR Meeting Date: _____

Council Meeting Date: 5/11/2026

SOUTHSHORE ROUTE



Fat Tire Charity Ride 2025 Registered Riders Only

2025 IMPORTANT FAT TIRE INFORMATION!

- THIS IS A CHARITY RIDE-REGISTERED RIDERS ONLY
- Raffle pick up for registered riders at Champs beer garden At 2pm five tickets drawn and posted every 15 minutes until all 60 prizes are gone Must be present to win
- Park bikes in designated areas only & not on the road.
- Bikes left over night in public space will be picked up by local Police Departments.
- It is illegal to have open intoxicants in public parks and ride while intoxicated.
- Ride with helmets & single file.
- Sag Wagon Support for registered riders only Noon-4pm. Call Brandee 262-348-8901
- ALL RIDERS MUST RIDE CLOCKWISE AROUND THE LAKE Carefully following the map/directions due to construction & safety concerns.
- Call 911 to report emergencies.

Pig Roast ***(not all you can eat)***
at Champs served from 2-7pm

Our Gold Benefactor ($12K) is the Tree House Child & Family Center. A not-for-profit program dedicated to our local children assisting them through the devastating experience of physical and sexual abuse and neglect.

Our Silver Benefactor ($10K) is the Open Arms Free Clinic, located in Elkhorn, WI which serves the health needs of the uninsured, low income and under-served residents of Walworth County.

Our Bronze Benefactors ($250-$1,200) are Lake Geneva Museum, Geneva Lake Water Safety Patrol, Walworth County Special Olympics, Geneva Lake Conservancy and Kishwauketoe Conservancy, Lake Geneva YMCA, Agape House, Salvation Army, Lakeland Animal Shelter, LG Youth Bike Program, GL Environmental Ed., Walworth County Food & Diaper Bank

SOUTHSHORE ROUTE

KEEP LAKE ON YOUR RIGHT

Leaving Champs
First Stop **Magpies** 642 W. Main Street (Next to Post Office)
From **Magpies** to **The Boat House 3 miles**
Left on Center Street going south to Lakeshore drive
Left S. Lakeshore Drive
Follow signs for South Lakeshore to **The Boathouse**
From **The Boathouse** to **Brandy's Old Fashioned**
From **Brandy's Old Fashioned** to **Luis' Pizza** 0.5 mile
Right on S. Lakeshore Drive at stop sign
Right on Maple Ridge Road to **The Owl**
5.5 miles to **The Owl**

From **The Owl** to **Chuck's, Gordy's Boathouse 5 miles**
South on Maple Ridge Road
Right on S. Lakeshore Drive becomes Fontana Blvd.
Chuck's and **Gordy's Boathouse** on Lake Street

To Fontana to Williams Bay / Pier 290, Green Grocer, Harpoon Wille's and Lucke's Cantina 3.3 miles

North on Lake St. becomes Kinie Ave.
Right on N. Lakeshore Drive
Right on Geneva Street to Hwy 67 and
Harpoon Wille's on Main corner or...

Left on Walworth Ave. to **Lucke's Cantina 0.3 miles** or...

Right on S. Walworth Avenue
Left on Leichty Drive to **Pier 290 0.3 miles**

From **Williams Bay to Lodge Resort & Deck Bar 1.9 miles**
Continue East on Geneva Street
Right on Laurel Street
Left on Knollwood to cross Hwy 50
Follow signs through resort property to **Deck Bar**

From **Lodge Resort & Deck Bar to Mars Resort 0.8 miles**
Follow signs through **Lodge Resort** down hill
Stay on main road (Interlaken Drive)
Turn left past tennis courts.
Becomes West End Road to **Mars Resort**

From **Mars Resort to Champs 4 miles**
Left on South Shore Drive
Right on Schofield Rad
Left on McDonald Road
Left at Forest quick right to Dodge Street
Right to Center Street
Cross Geneva Street turn right into alley and **Champs**

RESOLUTION OF THE COMMON COUNCIL			
Resolution authorizing the issuance of a Conditional Use Permit (CUP) filed by Sara Rubin, 69 Hillside Drive, Lake Geneva, WI, for a request to construct a new single-family residential structure within the Estate Residential-1 (ER-1) zoning district for the property located at 69 Hillside Drive, Tax Key No. ZYUP 000094F.			
Committee:	Plan Commission approved April 20, 2026		
Fiscal Impact:	N/A		
File Number:	**26-R27**	Date:	May 11, 2026

WHEREAS, the City of Lake Geneva Plan Commission has considered the application for a Conditional Use Permit (CUP) filed by Sara Rubin, 69 Hillside Drive, Lake Geneva, WI, for a request to construct a new single-family residential structure within the Estate Residential-1 (ER-1) zoning district for the property located at 69 Hillside Drive, Tax Key No. ZYUP 000094F, and;

WHEREAS, The City Plan Commission held a Public Hearing thereon pursuant to proper notice given on April 20, 2026.

NOW, THEREFORE, BE IT RESOLVED, that the Zoning Administrator be, and is hereby authorized, to issue a Conditional Use Permit (CUP) filed by Sara Rubin, 69 Hillside Drive, Lake Geneva, WI, for a request to construct a new single-family residential structure within the Estate Residential-1 (ER-1) zoning district for the property located at 69 Hillside Drive,

Tax Key No. ZYUP 000094F

to include all affirmative findings of fact and note staff recommendations and the following conditions;

1. Substantial compliance with submitted Plan Set prepared by Farris, Hansen & Associates, Inc. dated 11.21.25
2. Applicant must secure all required permits prior to demolition of existing structure and construction of the new structure.

Granted by action of the Common Council of the City of Lake Geneva this 11th day of May 2026.

Council Action: ☐ **Adopted** ☐ **Failed** **Vote** _____

Mayoral Action: ☐ **Accept** ☐ **Veto**

_____

Todd Krause, Mayor Date

Attest:

_____

Lacey L. Reynolds, City Clerk Date

Agenda Item Memo

City of Lake Geneva
Committee: Plan Commission
Meeting Date: April 20, 2026
Subject / Title: 69 Hillside Drive Conditional Use Permit
Submitted By: Sara Rubin

Background / Request

This is a request for Conditional Use Permit to construct a new single family residential structure. This parcel is zoned ER-1 and is developed with a single-family structure. The applicant intends to raze the existing structure and redevelop the lot with the new structure. The lot does not meet the current standards of the ER-1 zoning district; however, the Zoning Ordinance allows CUP approval to build to the SR-4 single family residential district standards for ER-1 zoned properties like this one.

Fiscal Impact / Budget

- **Estimated Cost:** Click or tap here to enter text.
- **Funding Source:** Click or tap here to enter text.(e.g., General Fund, TID, Water Utility, Grants)
- **Budget Status:** ☐ Within Budget _____ ☐ Over Budget _____
  ☐ Budget Amendment Required _____
- **GL Number: _____**

(If applicable, note grant awards, cost-sharing, or capital plan references.)

Ordinance/Policy Implications/Changes:

Recommendation:

Plan Commission unanimously recommend approving the Conditional Use Permit to allow the construction of a single-family residential structure subject to the following conditions:

1.Substantial conformance to the submitted Plan Set prepared by Farris, Hansen& Associates, Inc. dated 11.21.25.
2.Applicant must secure all required permits prior to demolition of existing structure and construction of the new structure.

Implementation/Next Steps

Name of Committee	Date of Meeting	Original Agenda Item #	Outcome
Plan Commission	04/20/26		Recommend Approval
Common Council	05/11/26		

Attachments (list any and all attachments that go with this item and memo)

1. Staff Report
2. Redacted Zoning Application
3. Signed Plan Commission Resolution
4. Common Council Resolution

Reviewed by	Date:	Comments

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: April 20, 2026

Applicant:
Sara Rubin
69 Hillside Drive
Lake Geneva, WI

Request:
69 Hillside Drive
Proposed Conditional Use Permit for a new residence utilizing SR-4 Zoning District requirements in the ER-1 Zoning District

Description:
This is an application for a Conditional Use Permit (CUP) for a property located at 69 Hillside Drive. The project involves demolishing the existing single-family home and constructing a new single-family home. The property is located in the Estate Residential ER-1 zoning district and the purpose of the CUP is to apply the SR-4 zoning standards, per Section 98-407(3). All surrounding properties are also zoned ER-1.

The lot is approximately 22,290 square feet. The proposed total impervious surface coverage is 8,328 square feet or 37.8% of the lot area. A driveway is proposed, which leads to an attached garage at the front of the house. Building materials include LP shake and lap siding, and thin stone veneer along the base of the façade.

Staff Review:

This property is not located within the Lakeshore Overlay Zoning District.

The proposed project seeks the use of the following SR-4 Zoning District Standards:

- Side setback: The project proposes a side lot line setback of nine (9) feet and eleven point four (11.4) feet, which do not meet the standards of the ER-1 Zoning District (30 feet) but complies with the minimum side yard setback of six (6) feet and combined fifteen (15) feet in the SR-4 District.
- Minimum dwelling unit separation: The project does not meet the minimum 60-foot separation between dwelling units established by the ER-1 Zoning District, but it does meet the minimum 12-feet separation established by the SR-4 District.

Currently the site meets the minimum Landscape Surface Ratio (LSR) of 60%, and the proposed site plan will also meet this requirement.

Action by the Plan Commission:

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 CUP; and,
- Provide specific suggested *requirements/conditions* to modify the project as submitted.

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 in disagreement with at least one of Factors 1-6 listed above.

Staff Recommendation:

1. Staff recommend that the Plan Commission recommend approval of the proposed conditional use permit as submitted.
2. Staff recommend the Plan Commission adopt the *affirmative set of findings* provided under A.1-6., above.
3. Staff recommend the following *additional conditions of approval* be attached:
    a. Substantial compliance with submitted Plan Set prepared by Farris, Hansen & Associates, Inc dated 11.21.25.
    b. Applicant must secure all required permits prior to demolition of existing structure and construction of the new structure.

APPLICATION FOR CONDITIONAL USE

City of Lake Geneva

Site Address/Parcel No. and full Legal Description required (attach separate sheet if necessary):
69 HILLSIDE DRIVE / PARCEL # ZYUP 00094F / LOCATED IN PART OF THE S.E. 1/4 OF THE N.W. 1/4 OF SEC. 35, TWNSHP 2 NORTH, RANGE 17 EAST CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN.

Name and Address of Current Owner: RUBIN FAMILY TRUST / ANDREW & SARA RUBIN
69 HILLSIDE DRIVE, LAKE GENEVA, WI 53147

Telephone No. with area code & Email of Current Owner: [redacted]

Owner Signature: [signature]

Name and Address of Applicant:
SARA RUBIN
69 HILLSIDE DR., LAKE GENEVA, WI 53147

Telephone No. with area code & Email of Applicant: [redacted]

Proposed Conditional Use: THE EXISTING LOT/HOME IS LEGAL NONCONFORMING. THE PROPOSED HOME WILL ALSO BE LEGAL NONCONFORMING AND LOOKING FOR THE USE OF SR-4 ZONING STANDARDS IN THE ER-1 ZONING DISTRICT.

Zoning District in which land is located: ER-1

Names and Addresses of architect, professional engineer and contractor of project:
ASPECT DESIGN, INC. 26575 COMMERCE DR SUITE 607 VOLO, IL 60073 c/o DEAN BOTES, ARCH
FARRIS, HANSEN & ASSOC, INC. 7 RIDGEWAY CRT ELKHORN, WI 53121 c/o CHRIS HEDGES

Short statement describing activities to take place on site:
REMOVAL OF EXISTING SINGLE FAMILY RESIDENCE, FOR NEW SINGLE FAMILY RESIDENCE.

Conditional Use Fee payable upon filing application: $450.00 [$150.00 for Application Under Sec. 98-407(3)]

2-6-2026
Date 12/27/2025

[signature]
Signature of Applicant

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

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

I. RECORDATION OF ADMINISTRATIVE PROCEDURES

____ Pre-submittal staff meeting scheduled:

Date of Meeting: _____ Time of Meeting: _____ Date: _____ by: _____

Follow-up pre-submittal staff meetings scheduled for:

____ Date of Meeting: _____ Time of Meeting: _____ Date: _____ by: _____

____ Date of Meeting: _____ Time of Meeting: _____ Date: _____ by: _____

____ Date of Meeting: _____ Time of Meeting: _____ Date: _____ by: _____

____ Date of Meeting: _____ Time of Meeting: _____ Date: _____ by: _____

____ Application form filed with Zoning Administrator: Date: _____ by: _____

____ Application fee of $ ____ received by Zoning Administrator: Date: _____ by: _____

____ Reimbursement of professional consultant costs agreement executed: Date: _____ by: _____

II. APPLICATION SUBMITTAL PACKET REQUIREMENTS

Prior to submitting the 1 final complete applications as certified by the Zoning Administrator, the Applicant shall submit 1 initial draft application packet and 1 digital copy for staff review, followed by one revised draft final application packet based upon staff review and comments.

Initial Packet (1 Copy and 1 Digital Copy to Zoning Administrator) *Date:* _____ *by:* _____

⇓ *Draft Final Packet (1 Copies and 1 Digital Copy to Zoning Administrator)* *Date:* _____ *by:* _____

⇓

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

- ____ Showing all lands for which the conditional use is proposed;
- ____ 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;

____ ____ (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.

____ ____ (c) 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 existing lot/home is legal non-conforming. The proposed home will also be legal non-conforming. Looking for the use of SR4 zoning standards in the ER1 zoning district.

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

The proposed home fits with in the ER1 guidelines.

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

NO

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?

Proposed conditional use does fit in with existing use.

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

NO

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?

There are No adverse conditions.

IV. FINAL APPLICATION PACKET INFORMATION

____ Receipt of 1 full scale copy in blueline or blackline of complete Final Application Packet by Zoning Administrator: Date: _____ by: _____

____ Receipt of 1 reduced (8.5" by 11" text and 11" x 17" graphics) copies of complete Final Application Packet by Zoning Administrator: Date: _____ by: _____

____ A digital copy of Final Application Packet shall be emailed to the Building and Zoning Department upon submittal deadline. 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: _____

CITY OF LAKE GENEVA PROCEDURAL CHECKLIST FOR: SITE PLAN REVIEW AND APPROVAL (Requirements per Section 98-908)

This form should be used by the Applicant as a guide to submitting a complete application for a site plan review and by the City to process said application. Part II should be used by the Applicant to submit a complete application; Parts I - III 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 1 final complete applications as certified by the Zoning Administrator, the Applicant shall submit 1 initial draft application packet and 1 digital copy for staff review, followed by one revised draft final application packet based upon staff review and comments.

Initial Packet (1 Copy and 1 Digital Copy to Zoning Administrator) *Date:* _____ *by:* _____

⇓ *Draft Final Packet (1 Copies and 1 Digital Copy to Zoning Administrator)* *Date:* _____ *by:* _____

⇓

____ ____ (a) A written description of the intended use describing in reasonable detail the:

- ____ Existing zoning district(s) (and proposed zoning district(s) if different);
- ____ Land use plan map designation(s);
- ____ Current land uses present on the subject property;
- ____ Proposed land uses for the subject property (per Section 98-206);
- ____ Projected number of residents, employees, and daily customers;
- ____ Proposed amount of dwelling units, floor area, impervious surface area, and landscape surface area, and resulting site density, floor area ratio, impervious surface area ratio, and landscape surface area ratio;
- ____ Operational considerations relating to hours of operation, projected normal and peak water usage, sanitary sewer or septic loadings, and traffic generation;

____ Operational considerations relating to potential nuisance creation pertaining to noncompliance with the performance standards addressed in Article VII (Sections 98-701-98-721) including: street access, traffic visibility, parking, loading, exterior storage, exterior lighting, vibration, noise, air pollution, odor, electromagnetic radiation, glare and heat, fire and explosion, toxic or noxious materials, waste materials, drainage, and hazardous materials;

____ If no nuisances will be created (as indicated by complete and continuous compliance with the provisions of Article VII), then include the statement "The proposed development shall comply with all requirements of Article VII.";

____ Exterior building and fencing materials (Sections 98-718 and 98-720);

____ Possible future expansion and related implications for points above;

____ Any other information pertinent to adequate understanding by the Plan Commission of the intended use and its relation to nearby properties.

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

____ ____ (c) **A <u>Property Site Plan</u> drawing which includes:**

____ A title block which indicates the name, address and phone/fax number(s) of the current property owner and/or agent(s) (developer, architect, engineer, planner) for project;

____ The date of the original plan and the latest date of revision to the plan;

____ A north arrow and a graphic scale (not smaller than one inch equals 100 feet);

____ A reduction of the drawing at 11" x 17";

____ A legal description of the subject property;

____ All property lines and existing and proposed right-of-way lines with bearings and dimensions clearly labeled;

____ All existing and proposed easement lines and dimensions with a key provided and explained on the margins of the plan as to ownership and purpose;

____ All required building setback lines;

____ All existing and proposed buildings, structures, and paved areas, including building entrances, walks, drives, decks, patios, fences, utility poles, drainage facilities, and walls;

____ The location and dimension (cross-section and entry throat) of all access points onto public streets;

____ The location and dimension of all on-site parking (and off-site parking provisions if they are to be employed), including a summary of the number of parking stalls provided versus required by the Ordinance;

____ The location and dimension of all loading and service areas on the subject property and labels indicating the dimension of such areas;

____ The location of all outdoor storage areas and the design of all screening devices;

____ The location, type, height, size and lighting of all signage on the subject property to include a photometric plan;

____ The location, height, design/type, illumination power and orientation of all exterior lighting on the subject property -- including the clear demonstration of compliance with Section 98-707;

____ All engineering requirements for utilities, site designs, etc;

____ The location and type of any permanently protected green space areas;

____ The location of existing and proposed drainage facilities for storm water;

____ In the legend, data for the subject property on:
- ____ Lot Area;
- ____ Floor Area;
- ____ Floor Area Ratio (b/a);
- ____ Impervious Surface Area;
- ____ Impervious Surface Ratio (d/a);
- ____ Building Height.

____ ____ (d) **A Detailed Landscaping Plan of the subject property:**
- ____ Scale same as main plan (> or equal to 1" equals 100')
- ____ Map reduction at 11" x 17"
- ____ Showing the location of all required buffer yard and landscaping areas
- ____ Showing existing and proposed Landscape Point fencing
- ____ Showing berm options for meeting said requirements
- ____ Demonstrating complete compliance with the requirements of Article VI
- ____ Providing individual plant locations and species, fencing types and heights, and berm heights;

____ ____ (c) **A Grading and Erosion Control Plan:**
- ____ Same scale as the main plan (> or equal to 1" equals 100')
- ____ Map reduction at 11" x 17")
- ____ Showing existing and proposed grades including retention walls and related devices, and erosion control measures.

____ ____ (f) **Elevation Drawings of proposed buildings or remodeling of existing buildings:**
- ____ Showing finished exterior treatment;
- ____ With adequate labels provided to clearly depict exterior materials, texture, color and overall appearance;
- ____ Perspective renderings of the proposed project and/or photos of similar structures may be submitted, but not in lieu of adequate drawings showing the actual intended appearance of the buildings.

NOTE: Initiation of Land Use or Development Activity: Absolutely no land use or development activity, including site clearing, grubbing, or grading shall occur on the subject property prior to the approval of the required site plan. Any such activity prior to such approval shall be a violation of law and shall be subject to all applicable enforcement mechanisms and penalties.

NOTE: Modification of an Approved Site Plan: Any and all variation between development and/or land use activity on the subject property and the approved site plan is a violation of law. An approved site plan shall be revised and approved via the procedures of Subsections 98-908(2) and (4) so as to clearly and completely depict any and all proposed modifications to the previously approved site plan, prior to the initiation of said modifications.

III.FINAL APPLICATION PACKET INFORMATION

____ **Receipt of 1 full scale copy in blueline or blackline of complete Final Application Packet by Zoning Administrator:** Date: _____ by: _____

____ **Receipt of 1 reduced (8.5" by 11" text and 11" x 17" graphics) copies of complete Final Application Packet by Zoning Administrator:** Date: _____ by: _____

____ **A digital copy of Final Application Packet shall be emailed to the Building and Zoning Department upon submittal deadline.** Date: _____ by: _____

Development Review Committee (DRC) Application

Complete as much detailed information as possible to allow for a comprehensive departmental review prior to a Development Review Committee meeting. This application must be returned to the Building Inspector, with all conceptual plans, designs and other information prior to the scheduling a DRC meeting.

Applicant Information

Property Address 69 Hillside Dr.
Applicant name Sara & Andrew Rubin
Applicant email [redacted] Phone Number [redacted]

Architect/Contractor/Designer Name Jeff Letzter / Aspect Design Inc.
Architect/Contractor/Designer Email [redacted]

Type of Construction: New X Addition _____ Remodel _____
Type of Development: Single-family X Multi-family _____ Commercial _____ Industrial _____
Type of Business _____

Engineering

Site Plans should include the following: Project title and owner's/developer's name and address noted, architect's and/or engineer's name and address noted, property boundaries and dimensions, abutting property zoning classifications, general description of building materials, façade and roof detail, setback lines indicated, easements for access, if any, 100-year floodplain identification, existing and proposed topography shown at a contour interval of one foot, indicating proposed grade and location of improvements, signage and outdoor lighting, number of parking spaces provided, type, size and location of all structures with all building dimensions shown, location of existing and general location of proposed sanitary sewers, storm sewers, water-mains, and any proposed stormwater management facilities, location, extent and type of proposed landscaping and landscaping plantings and buffers to adjacent property, including fencing or other screening, location of pedestrian sidewalks and walkways, graphic outline of any development staging that is planned, driveway locations and sizes, handicap accessibility, environmental concerns (odor, smoke, noise, graphic scale and north arrow.

- Storm water management provisions provided? YES / NO
  - As-built/certification notification
- Erosion control plan provided? YES / NO
- Wetlands, floodplains, environmental corridors, groundwater Identified. YES / NO
- Utility Plans Provided
  - Watermain
  - Sanitary Sewer
  - Storm Water
- Is a Land Division required? YES / NO
- Access points and dimensions shown? YES / NO
  - WISDOT Right-of-way?
  - County Right-of-way?
- Estimated Traffic impacts_____
  - Traffic Study Required YES/NO
  - Traffic Control Plan Required YES/NO
  - Will construction affect street parking or intersections? YES / NO

- Paving Materials, Typical Sections? YES / NO
- WDNR Notice of Intent required? (Land disturbance more than 1 acre)? YES / NO
- Watermain extension required? YES / NO
- Sanitary sewer extension required? YES / NO
- SEWRPC Service Area Amendment needed? YES / NO
- Is a Chapter 30 Permit (wetland/waterway) required? YES / NO
- Proposed building/expansion dimensions _____
- Will there be signage? YES / NO type (mounted, freestanding) _____
- Exterior lighting plans? YES / NO
- What kind of noise or level of noise will the business have? _____
- Detailed property Site Plan? YES / NO Date of Plan: _____
- Green Space Calculations (Existing vs. Proposed) YES / NO
- Are landscape plans provided? YES / NO
- Is a Land Division required? YES / NO

Water/Sewer Utilities

If an existing structure please circle the following:

- Will existing sewer & water connections be used? YES / NO
- Will your project require the installation of a grease interceptor? YES / NO

If the development is Commercial or Industrial, please provide the following:

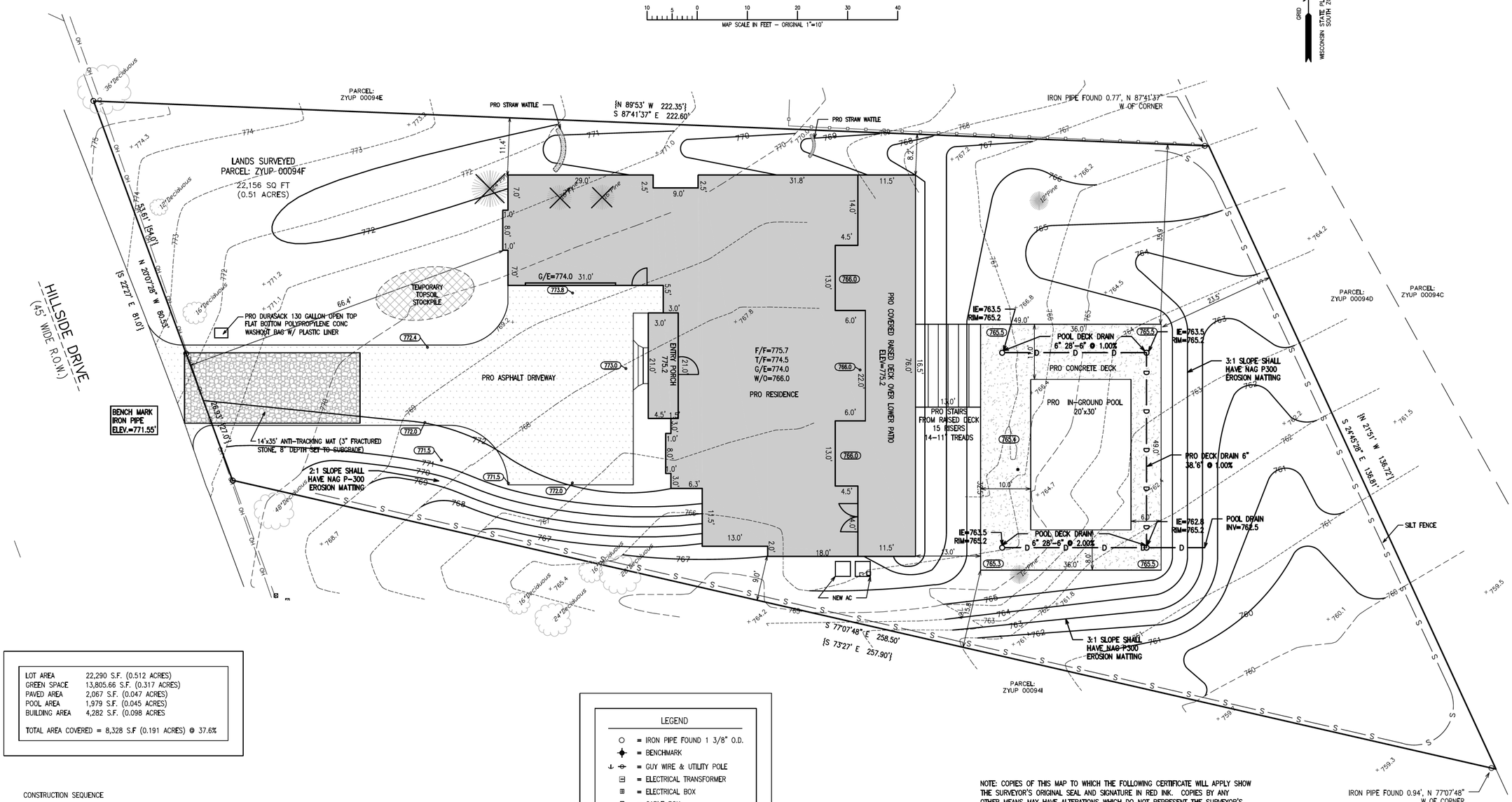
- Water service size requirement_____
- Estimated daily water usage in gallons per day_____
- Estimated maximum water flow in gallons per minute_____
- Number of bathrooms_____
- Brief description of process (if Industrial)_____

If the development is a multi-family dwelling, please provide the following:

- Number of units_____
- Number of bedrooms in each unit_____
- Water service size requirement_____

PLAT OF SURVEY – PERMIT PLAT
PARCEL #ZYUP 00094F – LAKE GENEVA MANOR

LOCATED IN PART OF THE SE 1/4 OF THE NW 1/4 OF
SECTION 35, TOWNSHIP 2 NORTH, RANGE 17 EAST
CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN



LOT AREA	22,290 S.F. (0.512 ACRES)
GREEN SPACE	13,805.66 S.F. (0.317 ACRES)
PAVED AREA	2,067 S.F. (0.047 ACRES)
POOL AREA	1,979 S.F. (0.045 ACRES)
BUILDING AREA	4,282 S.F. (0.098 ACRES
TOTAL AREA COVERED = 8,328 S.F (0.191 ACRES) @ 37.6%	

LEGEND

- ○ = IRON PIPE FOUND 1 3/8" O.D.
- ✦ = BENCHMARK
- ⊥ ⊖ = GUY WIRE & UTILITY POLE
- ⊟ = ELECTRICAL TRANSFORMER
- ⊞ = ELECTRICAL BOX
- □ = CABLE BOX
- ⊠ = TELEPHONE BOX
- {XXX} = RECORDED AS
- — OH — = OVERHEAD UTILITY WIRES
- — S — = SILT FENCE
- T/F = TOP OF FOUNDATION ELEVATION
- F/F = FIRST FLOOR ELEVATION
- G/E = GARAGE ELEVATION
- W/O = LOWER LEVEL WALKOUT
- x xxxx = EXISTING GROUND ELEVATION
- XXXX = EXISTING LAND CONTOURS
- XXX = PROPOSED LAND CONTOURS
- (XXXX.X) = PROPOSED FINISHED GRADE
- = EXISTING TREE TO BE REMOVED

CONSTRUCTION SEQUENCE

1) SILT FENCING INSTALLED
2) INSTALL ANTI-TRACKING MAT
3) VEGETATION TO BE CLEARED
4) TOPSOIL STRIPPED
5) FOUNDATIONS DUG & POURED
6) WALLS BACKFILLED
7) FRAMING AND HOME CONSTRUCTION COMPLETED
8) DRIVE & LANDSCAPING COMPLETED

AREA WITHIN SILT FENCING TO BE CLEARED OF UNDERBRUSH WITH ONLY NECESSARY LARGE TREES REMOVED (MARKED WITH "X").

ALL SILT FENCING SHALL BE MAINTAINED IN A STABLE CONDITION FULLY BRACED AND STAKED TO PREVENT MOVEMENT BY RUNOFF UNTIL A DENSE TURF IS ESTABLISHED OVER ALL DISTURBED GROUND SURFACES. DURING OR AFTER EVERY STORM THEY SHALL BE CHECKED. ACCUMULATIONS OF SILT TOPSOIL AND ANY OTHER CONSTRUCTION DEBRIS SHALL BE ROUTINELY REMOVED.

ALL SURPLUS EXCAVATED MATERIALS TO BE LOADED AND HAULED OFF SITE AT TIME OF EXCAVATION

AREA TO BE RESTORED WITH TOP SOIL WITH SURFACE SUPPLEMENTED WITH IMPORTED SCREENED AND SHREDDED TOPSOIL (MINIMUM 6" DEPTH) AFTER FOUNDATION AND FRAMING AS SOON AS POSSIBLE FOLLOWED WITH GRASS SEEDING AND MULCH.

NOTE: COPIES OF THIS MAP TO WHICH THE FOLLOWING CERTIFICATE WILL APPLY SHOW THE SURVEYOR'S ORIGINAL SEAL AND SIGNATURE IN RED INK. COPIES BY ANY OTHER MEANS MAY HAVE ALTERATIONS WHICH DO NOT REPRESENT THE SURVEYOR'S WORK PRODUCT.

I HEREBY CERTIFY THAT THE ABOVE DESCRIBED PROPERTY HAS BEEN SURVEYED UNDER MY DIRECTION AND THAT THE ABOVE MAP IS A TRUE REPRESENTATION THEREOF AND SHOWS THE SIZE AND LOCATION OF THE PROPERTY AND ITS EXTERIOR BOUNDARIES. THIS SURVEY IS MADE FOR THE USE OF THE PRESENT OWNERS OF THE PROPERTY, AND ALSO THOSE WHO PURCHASE, MORTGAGE, OR GUARANTEE THE TITLE THERETO WITHIN ONE YEAR FROM THE DATE HEREOF. FIELDWORK COMPLETED 3/25/2025.

DATED: 02/09/2026

Christopher A. Hodges

CHRISTOPHER A. HODGES P.L.S/ 2760

STATE OF WISCONSIN
CHRISTOPHER A. HODGES
S-2760
PALMYRA
WISCONSIN
LAND SURVEYOR

PLAT OF SURVEY
69 HILLSIDE DRIVE
LAKE GENEVA, WISCONSIN

– WORK ORDERED BY –
ASPECT DESIGN, INC
26575 COMMERCE DRIVE, SUITE 607
VOLO, IL 60073

FARRIS, HANSEN & ASSOCIATES, INC.
ENGINEERING – ARCHITECTURE – SURVEYING
7 RIDGWAY COURT P.O. BOX 437
ELKHORN, WISCONSIN 53121
PHONE: (262) 723-2098 e-mail: office@farrishansen.com

REVISIONS
02/05/2026 – KK
Addition of pool & mod. contours for SGDECP

PROJECT NO. 11187.25
DATE 11/21/2025
SHEET NO. 1 OF 1

X:\Acad_Stat\Carlson\TITLE BLOCKS\FHA 24x36.dwg

GENERAL NOTES

ALL WORK SHALL BE PERFORMED IN STRICT ACCORDANCE TO ALL APPLICABLE LOCAL AND NATIONAL CODE .

WI CON IN UNIFORM DWELLIN CODE
WI CON IN ELECTRICAL CODE
WI CON IN PLUMBIN CODE
WI CON IN ELECTRICAL CODE
ALL LOCAL & STATE AMENDMENT AND ORDINANCES

EACH CONTRACTOR SHALL REVIEW AND VERIFY THE PLANS AND FIELD CONDITIONS PRIOR TO THE START OF CON TRUCTION. ALL DI CREPANCIES SHALL BE BROUGHT TO THE IMMEDIATE ATTENTION OF THE ARCHITECT AND THE GENERAL CONTRACTOR. ALL DI CREPANCIE SHALL BE RE OLVED BEFORE THE START OF CONSTRUCTION.

ALL CONTRACTOR SHALL COORDINATE WITH ALL OTHER CONTRACTORS PRIOR TO AND DURIN CON TRUCTION.

DO NOT SCALE DRAWIN .

ALL MATERIAL , EQUIPMENT, TRUCTURAL ELEMENTS, FINISHES, WINDOWS, DOORS, ETC., WHETHER PREMANUFACTURED OR ITE BUILT SHALL BE INSTALLED PER THE MANUFACTURER'S IN TRUCTION AND PECIFICATION .

THE CONTRACTOR SHALL NOT ALLOW DEBRI TO ACCUMULATE ON SITE DURIN CON TRUCTION. LEAVE AREA "BROOM CLEAN" DAILY AND REMOVE WASTE BUILDING MATERIAL WEEKLY.

THE ARCHITECT I NOT EN A ED FOR UPERVI ION AND ASSUMES NO SUCH RESPONSIBILITY.

THE CONTRACTOR TO BE OLELY RE PON IBLE FOR ALL CONSTRUCTION MEANS, TECHNIQUE , PROCEDURE AND FOR COORDINATING ALL PORTIONS OF THE WORK.

THE OWNER / CONTRACTOR RE PON IBLE FOR OBTAINING APPROPRIATE PERMITS, IN URANCE FOR CON TRUCTION AND OCCUPANCY.

THE CONTRACTOR SHALL PROVIDE AND MAINTAIN ALL TEMPORARY PROTECTION OF ADJACENT WORK, EQUIPMENT AND OCCUPIED AREA AS REQUIRED AND SAME SHALL BE UBJECT TO THE OWNER' APPROVAL.

WHERE THE TERM "APPROVED EQUAL" I U ED IN THE DRAWINGS OR SPECIFICATIONS, IT SHALL BE UNDER TOOD THAT THE REFERENCE I MADE TO THE RULING AND JUDGMENT OF THE ARCHITECT AND SHALL BE UBMITTED TO THE ARCHITECT FOR REVIEW AND APPROVAL. UBMIT ACTUAL AMPLE AND ANY NECE ARY TECHNICAL DATA OR INFORMATION OF ALL PROPO ED UB TITUTION .

THE CONTRACTOR SHALL INDEMNIFY AND HOLD HARMLESS THE OWNER AND HIS AGENTS FOR AND A AIN T ALL UIT , CLAIM OR LIABILITY ON ACCOUNT OF PERSONAL INJURIES OR PROPERTY DAMA E ARI IN OUT OF NE LI ENT ACTS OF THE CONTRACTOR IN THE PERFORMANCE OF THE WORK COVERED BY THE CONTRACT.

SITE WORK

THE FOOTIN AND FOUNDATION HAVE BEEN DESIGNED TO BEAR ON UNDISTURBED SOIL OR APPROVED COMPACTED FILL WITH A MINIMUM BEARING CAPACITY OF 3000 P.S.F.

ALL FOOTIN SHALL BE PLACED A MINIMUM OF 4'-0" BELOW THE FINISHED FINAL GRADE.

VERIFY FOOTIN TEP WITH FINAL FINI H RADE.

PORCH AND TOOP FOOTIN SHALL BE PLACED ON UNDISTURBED SOIL.

THE PORCH FOOTIN ADJACENT TO THE BA EMENT FOUNDATION ON OVER EXCAVATED AREA SHALL BE IN TALLED ON EITHER COMPACTED ENGINEERED FILL OR STEPPED FOOTING SHALL BE PROVIDED.

CONCRETE WORK

ALL CONCRETE WORK SHALL CONFORM TO ACI "18 OF THE AMERICAN CONCRETE INSTITUTE FOR UNREINFORCED CONCRETE.

ALL CONCRETE WORK SHALL DEVELOP A COMPRESSIVE STRENGTH OF 3000 P.S.I. IN 28 DAY .

ALL CONCRETE WORK SHALL COMPLY TO THE ACI STANDARDS FOR HOT AND COLD WEATHER CONCRETIN .

METALS

ALL DETAILIN , FABRICATION AND ERECTION OF STRUCTURAL STEEL SHALL CONFORM WITH THE APPROPRIATE A TM PECIFICATION AND TANDARDS AS FOLLOWS: ASTM A36, ASTM A"", A TM A"01, A TM A"07, AND A TM A992 Fy=50 KSI FOR BEAMS.

ALL TEEL BEAM AND COLUMN HALL BE HOP PRIMED.

BEAM , IRDER & CONCENTRATED LOAD UPPORTED BY A WALL OR COLUMN SHALL HAVE A BEARIN AREA OF AT LEA T "" IN LEN TH.

CARPENTRY NOTES

ALL INTERIOR PARTITION ARE BA ED ON " 1/2" UNLESS OTHERWISE NOTED.

ALL UN UPPORTED FRAME WALL 12'-0" OR TALLER SHALL BE FRAMED WITH 2x6 STUDS AT 16" ON CENTER UNLE NOTED OTHERWI E.

ALL CANTILEVER TO BE A MINIMUM 2:1 RATIO PER THE CURRENT CODE.

PROVIDE CRO BRID IN FOR ALL FLOOR JOI TS SPANNING 15'-0" OR GREATER. MINIMUM '-0" ON CENTER.

ALL LOAD BEARIN HEADER HALL BE (2) 2x12 WITH 1/2" PLYWOOD SPACER UNLESS OTHER WI E NOTED. IN TALL DOUBLE CRIPPLE EACH IDE FOR ALL SPANS OVER 6'-0".

PROVIDE APPROVED FIRE TOPPIN AT ALL FURRING, PARTITIONS, EXTERIOR WALLS AT EACH FLOOR AND CEILIN LEVEL, AND AT THE JUNCTURE OF THE ROOF RAFTERS AND WALL.

PROVIDE CONCEALED ALVANIZED OR ALUMINUM SHEET METAL FLASHING AT ALL WALL/ROOF JUNCTION AND A REQUIRED FOR WATERPROOF CONSTRUCTION.

ALL FLOOR JOIST BRACED TO FULL HEIGHT [illegible] SHALL BE CONNECTED WITH METAL JOIST HANGERS.

[illegible] RI ER OR I " ABOVE THE FLOOR OR [illegible] GUARDIAN " " IN HEIGHT.

[illegible] ANCHORAGE AT ALL HELVING, CABINETRY [illegible] OWNER.

[illegible] WALL ANI CEILING .

ALL [illegible] SHALL BE PRE URE PRE ERVATIVE TREATEI PROLVANIZED.

ALL FITTINGS, [illegible] STRAPS, HANGER , BRACKET , NAIL , CREW , ETC. IN CONTACT WITH PRESSURE TREATEI LUMBER WHEN U EI WITH TREATED LUMBER.

[illegible] THAN I-I/ ".

[illegible] PER MANUFACTURER' PECIFICATION .

DOORS AND WINDOWS

[illegible] WITH THE GOI E.

[illegible] HALL COMPLY WITH THE FOLLOWIN

[illegible] G. FT. FOR WINI OW AT GRAI E LEVEL)

VENTILATION

N/A

MECHANICAL

[illegible] EQUIPMENT LOCATION ANI I UCTWORK [illegible] TART OF IN TALLATION.

[illegible] MAINTAIN AN IN II E TEMPERATURE OF 70 F. [illegible] 40 F.

VENT AL [illegible] HANGE HOOI EXHAU T FAN ANI I RYER VENTED TO THE EXTERIOR OF THE BUILDIN . OUTLET PLACEI IN ROOF OFFIT SHALL BE PROTECTED WITH SCREEN WIRE OF NOT LE THAN 1/4" OPENIN .

A [illegible] OF THE AIR CIRCULATED SHALL BE EXHAUSTED TO THE EATEI UPPLY ANI RETURN AIR.

A DIRECT VENTING [illegible] HIGH EFFICIENCY FURNACE ANI FAN A I TEI WATER HEATER SHALL BE PROVIDED WITH COMBUSTION AIR DRAWI THE REAR OF THE HOU E.

GENERAL NOTES

MECHANICAL CONTINUED

PROVIDE VENTILATION THAT COMPLIES WITH THE REQUIREMENTS OF THE WISCONSIN UNIFORM DWELLING CODE AS APPLICABLE.

ALL OUTDOOR AIR INTAKES AND EXHAUSTS SHALL HAVE AUTOMATIC OR GRAVITY DAMPERS THAT CLOSE WHEN THE VENTILATION SYSTEM IS NOT OPERATING.

PROVIDE ADEQUATE COMBUSTION AIR TO THE MECHANICAL ROOM FOR ALL GAS FIRED APPLIANCES INSTALLED IN THE SPACE.

COMBUSTION AIR INTAKES SHALL BE INSTALLED FOR THE FURNACE AND WATER HEATER IN ACCORDANCE THE REQUIREMENTS OF THE WISCONSIN UNIFORM DWELLING CODE AS APPLICABLE AND THE MANUFACTURERS INSTALLATION INSTRUCTIONS AND SPECIFICATIONS.

GLASS 'B' VENTS TO HAVE A MINIMUM 1" CLEARANCE TO ALL COMBUSTIBLES AND TO BE FIRESTOPPED AT FLOORS.

PROVIDE AND INSTALL MINIMUM 90% HIGH EFFICIENCY FURNACES WITH DIRECT COMBUSTION AND EXHAUST VENTS.

PROVIDE MINIMUM ONE PROGRAMMABLE THERMOSTAT THAT IS CAPABLE OF CONTROLLING THE HEATING AND COOLING SYSTEM ON A DAILY SCHEDULE TO MAINTAIN DIFFERENT TEMPERATURE SET POINTS AT DIFFERENT TIMES OF THE DAY.

ALL DUCT WORK INSTALLED IN UNCONDITIONED SPACE SHALL BE SEALED WITH APPROVED TAPES OR SEALANTS. ALL DUCT WORK INSTALLED IN ATTICS SHALL BE INSULATED TO A MINIMUM OF R-8. ALL OTHER DUST WORK SHALL BE INSULATED TO A MINIMUM OF R-6.

ALL DUCT WORK, AIR HANDLERS, FILTER BOXES AND BUILDING CAVITIES USED AS DUCTS SHALL BE SEALED. JOINTS AND SEAMS SHALL COMPLY WITH THE WISCONSIN UNIFORM DWELLING CODE AS APPLICABLE.

THE DUCT WORK TIGHTNESS SHALL BE VERIFIED BY AN APPROVED CODE METHOD. VERIFY WITH BUILDING INSPECTOR

ELECTRICAL

REFER TO ELECTRICAL PLAN AND NOTES ON SHEETS A/12 - A/14.

PLUMBING

ALL UNDERGROUND WATER PIPING SHALL BE TYPE "K" COPPER.

ALL INTERIOR ABOVE GROUND WATER PIPING SHALL OF A WISCONSIN CODE APPROVED MATERIAL.

PROVIDE 12" AIR CHAMBERS AT ALL FIXTURES.

PROVIDE 24" AIR CHAMBERS AT ALL RISERS.

ALL INTERIOR WASTE SHALL BE PVC. PITCH MINIMUM 1/4" PER FOOT.

ALL SHOWER VALVES SHALL BE NON SCALD TYPE.

ALL HOSE BIBS SHALL BE FROST PROOF WITH VACUUM BREAKERS.

PROVIDE A SEWER CLEAN OUT WITHIN 5'-0" OF THE EXTERIOR OF THE FOUNDATION WALL.

ALL UNDERGROUND WASTE AND VENT PIPING SHALL BE CAST IRON OR SCHEDULE 40 PVC.

THERMAL AND MOISTURE PROTECTION

REFER TO TYPICAL WALL SECTIONS FOR R-VALUES.

METAL VALLEY FLASHING TO CONFORM WITH APPLICABLE CODES.

ALL EXTERIOR JOINTS, SEAMS, AND PENETRATIONS IN THE BUILDING ENVELOPE SHALL BE SEALED WITH APPROVED SEALANT, TAPE, GASKETS OR WEATHER STRIPPING TO PREVENT AIR LEAKAGE.

VAPOR RETARDERS WITH A PER RATING OF 1.0 OR LESS SHALL BE INSTALLED IN ALL FRAMED CEILINGS, WALLS, AND FLOORS.

ACCESS PANELS TO ATTICS SHALL BE WEATHER-STRIPPED AND INSULATED TO A LEVEL EQUIVALENT TO THE INSULATION ON THE SURROUNDING SURFACES.

INFILTRATION FOR HEATING DESIGN LOADS SHALL BE CALCULATED BASED ON A MAXIMUM OF 0.5 AIR CHANGES PER HOUR IN THE HEATED SPACE.

THE DUCT TIGHTNESS SHALL BE TESTED USING AN APPROVED METHOD FOR AIR LEAKAGE FOR DUCTS AND AIR HANDLERS LOCATED OUTSIDE THE CONDITIONED SPACE.

STRUCTURAL DESIGN CRITERIA

	DESIGN LOADS	
FLOOR	40 P.S.F.-L.L.	10 P.S.F.-D.L. LIVING SPACE
ATTIC	20 P.S.F.-L.L.	10 P.S.F.-D.L. WITH ATTIC STORAGE
ATTIC	10 P.S.F.-L.L.	10 P.S.F.-D.L. WITHOUT ATTIC STORAGE
ROOF	30 P.S.F.-L.L.	10 P.S.F.-D.L. SNOW LOAD
CATHEDRAL CEILING	30 P.S.F.-L.L.	15 P.S.F.-D.L. SNOW LOAD
DECKS	40 P.S.F.-L.L.	10 P.S.F.-D.L.

WINDSPEED 115 V-ULT.
ALL FLOOR AND CEILING JOISTS, ROOF RAFTERS, BEAMS AND HEADERS SHALL BE DOMESTIC HEM FIR #2 UNLESS OTHERWISE NOTED. MINIMUM E = 1,300,000 P.S.I. AND MINIMUM BASE Fb = 850 OR BETTER.

ALL STRUCTURAL WOOD POSTS SHALL BE S-P-F STRUCTURAL GRADE OR BETTER UNLESS NOTED OTHERWI E.

PROVII E I OUBLE JOI T BELOW ALL PARALLEL PARTITION , BATHTUB , WA HER, I RYER, ANI OTHER TATIONARY APPLIANCE .

MINIMUM IN GRAI E BA E VALUE FOR TUI :

FIR T FLOOR EXTERIOR LOAI BEARING WALL	E = 1,400,000	Fc = "
FIR T FLOOR INTERIOR LOAI BEARING WALL	E = 1, 00,000	Fc = 00
ECONI FLOOR EXTERIOR LOAI BEARINGS WALL	E = 1, 00,000	Fc = 00
ECONI FLOOR INTERIOR LOAI BEARINGS WALL	E = 1,000,000	Fc = 00
ALL NON LOAI BEARING WALL	E = 1,000,000	Fc = 00

EXTERIOR I ECK TRUCTURAL FRAMING LUMBER:

ALL I ECK TRUCTURAL FRAMING HA BEEN I E IGNEI BA EI UPON # OUTHERN YELLOW PINE OF U. , ORIGIN A CLA IFIEI BY THE OUTHERN PINE MARKETING COUNCIL UNLE NOTEI OTHERWI E.

Fb: x = 1," O P. I. / x10 = 1, 10 P. I. / x1 = 1J O P. I. / E = 1, 00,000

ENGINEEREI WOOI PROI UCT :

MANUFACTUREI TRUCTURAL WOOI PROI UCT UCH A HEAI ER ANI BEAM HAVE BEEN I E IGNEI BA EI UPON MICROLLAM ANI PARALLAM A MANUFACTUREI BY TRU -JOI T.

.0 MICROLLAM	Fb = , 00 P. I.	E = ,000,000 P. I.
.0 PARALLAM	Fb = ,900 P. I.	E = ,000,000 P. I.
I."" TIMBER TRANI	Fb = ,""0 P. I.	E = 1,""0,000 P. I.

ALL MULTI-PLY ENGINEEREI WOOI PROI UCT (LVL, MICROLAM, P L, ETC.), HALL BE CONNECTEI / BOLTEI TO EACH PLY PER MANUFACTURER' IN TALLATION IN TRUCTION ANI PER MANUFACTURER' PECIFICATION .

TRUCTURAL WOOI I-JOI T :

MANUFACTUREI TRUCTURAL WOOI I-JOI T ARE BA EI UPON I-JOI T A MANUFACTUREI BY INTERNATIONAL BEAM OR APPROVEI EQUAL. ALL IB TITUTION SHALL BE REVIEWEI ANI APPROVEI BY THE ARCHITECT PRIOR TO JOI T IN TALLATION. I JOI T SHALL BE IN TALLEI A PER THE MANUFACTURER ALLOWABLE FLOOR PAN CHART (LIVE LOAI = L/4 0), IN TALLATION IN TRUCTION ANI PECIFICATION .

FIRESTOPPING NOTES

FIRESTOPPING SHALL BE PROVIDED TO CUT OFF ALL CONCEALED DRAFT OPENINGS (BOTH VERTICAL AND HORIZONTAL) AND TO FORM AN EFFECTIVE BARRIER BETWEEN STORIES, AND BETWEEN A TOP STORY AND THE ROOF SPACE.
FIRESTOPPING SHALL BE PROVIDED IN WOOD FRAME CONSTRUCTION IN THE FOLLOWING LOCATIONS:

1) IN CONCEALED SPACES OF STUD WALLS AND PARTITIONS, INCLUDING FURRED SPACES AT THE CEILING AND FLOOR LEVEL.
2) AT ALL INTERCONNECTIONS BETWEEN CONCEALED VERTICAL AND HORIZONTAL SPACES SUCH AS THOSE THAT OCCUR AT SOFFITS, DROP CEILINGS, COVE CEILINGS, ETC.
3) IN CONCEALED SPACES BETWEEN STAIR STRINGERS AT THE TOP AND BOTTOM OF THE RUN.
4) AT OPENINGS AROUND VENTS, PIPES, DUCTS, CHIMNEYS, AND FIREPLACES AT CEILING AND FLOOR LEVEL, WITH NON COMBUSTIBLE MATERIALS.

EXCEPT AS PROVIDED IN ITEM 4 ABOVE, FIRESTOPPING SHALL CONSIST OF 2 INCH NOMINAL LUMBER, OR TWO THICKNESSES OF 1 INCH NOMINAL LUMBER WITH BROKEN LAP JOINTS, OR ONE THICKNESS OF 23/32 INCH PLYWOOD WITH JOINTS BACKED BY 23/32 INCH PLYWOOD, OR ONE THICKNESS OF 3/4 INCH TYPE 2-M PARTICLE BOARD WITH JOINTS BACKED BY 3/4 INCH TYPE 2-M PARTICLE BOARD, OR OTHER APPROVED MATERIALS.
THE INTEGRITY OF ALL FIRESTOPS SHALL BE MAINTAINED.

NOTE:
ALL FIREBLOCKING AND DRAFTSTOPPING SHALL MEET REQUIREMENTS OF IRC R602.8 AND RELATED SECTIONS AND TABLES AND IRC R502.12 AND RELATED SECTIONS.

PROVIDE 5/8" FIRECODE DRYWALL TO UNDERSIDE OF ALL I JOIST FLOOR CONSTRUCTION AND PROVIDE APPROVED DRAFTSTOPPING FOR EVERY 1000 SQ. FT. OF FLOOR AREA

ABBREVIATIONS

F.P.H.B. - FROST PROOF HOSE BIB	WP - WATER PROOF FIXTURE
F.F.C.L. - FLOOR FINISH CHANGE LINE	SD - SMOKE DETECTOR
G.F.I. - GUT GREY BOX	R - RECESSED CAN
W/ - WITH	T - TIMER CONTROL
O.C. - ON CENTER	D - DIMMER CONTROL
GFI - GROUND FAULT INTERRUPT	S - SPEED CONTROL
DED. - DEDICATED	3 - 3-WAY SWITCH
	4 - 4-WAY SWITCH

ENERGY CODE

THE NEW CONSTRUCTION HAS BEEN DESIGNED TO COMPLY WITH THE PRESCRIPTIVE REQUIREMENTS OF THE WISCONSIN UNIFORM DWELLING CODE AS FOLLOWS:

WALLS:	R-19 BATT INSULATION.
ATTIC:	R-49 BATT INSULATION WITH VAPOR BARRIER
FLOORS	R-30 BATT INSULATION WITH VAPOR BARRIER
SLOPED CEILING:	R-30 CLOSED CELL SPRAY FOAM OR RISID INSULATION
BASEMENT WALLS:	R-10 RISID FOAM INSULATION
WINDOWS:	U-0.35 (MAXIMUM)
SKYLIGHTS	U-0.60 (MAXIMUM)
DOORS:	U-0.35 (MAXIMUM)

ALL FOUNDATION WALLS SHALL BE INSULATED FROM THE TOP OF THE WALL TO THE TOP OF THE BASEMENT FLOOR BELOW.

THE DWELLING UNIT SHALL BE TESTED AND VERIFIED FOR AIR LEAKAGE USING AN APPROVED CODE METHOD. VERIFY WITH THE BUILDING INSPECTOR

THE MAINTENANCE INSTRUCTIONS AND EQUIPMENT MANUALS SHALL BE FURNISHED WITH ALL MECHANICAL EQUIPMENT OUTLINING REQUIRED REGULAR PREVENTATIVE MAINTENANCE.

INSULATE ALL HOT WATER PIPING IN ACCORDANCE WITH THE CODE

RUBIN RESIDENCE
69 HILLSIDE DRIVE
LAKE GENEVA, WI 53147

SHEET INDEX

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BUILDING AREAS

FIRST FLOOR:	= 2,506.61 SQ. FT.
SECOND FLOOR:	= 1,508.09 SQ. FT.
2-CAR GARAGE:	= 817.60 SQ. FT.
FINISHED BASEMENT:	= 1,164.04 SQ. FT.

LIGHT AND VENT SCHEDULE

ROOM	AREA	LIGHT REQ'D. (8%)	LIGHT ACTUAL	VENT REQ'D. (4%)	VENT ACTUAL
BEDROOM 1	221.00	17.68	125.83	8.84	72.11
BEDROOM 2	140.52	15.24	34.44	7.62	28.85
KITCHEN / DINING	565.15	45.21	113.35	22.61	90.46
GREAT ROOM	386.63	30.93	119.44	15.47	100.04
BEDROOM 3	167.50	13.38	20.53	6.69	20.53
BEDROOM 4	167.50	13.38	20.53	6.69	20.53
LOUNGE	385.00	30.80	54.64	15.40	54.64
LOFT	270.50	21.64	29.48	10.82	23.68

* MECHANICAL LIGHT AND VENTILATION.
PROVIDE A MINIMUM AVERAGE ILLUMINATION OF 6 FOOT CANDLES OVER THE AREA OF THE ROOM AT A HEIGHT OF 30 INCHES ABOVE THE FLOOR LEVEL.
PROVIDE AN APPROVED MECHANICAL SYSTEM CAPABLE OF PRODUCING 0.35 AIR CHANGES PER HOUR IN THE ROOM.

BATHROOM EXHAUST VENT SCHEDULE

BATH 1	150 C.F.M.
BATH 1 (W/C)	25 C.F.M.
BATH 2	50 C.F.M.
POWDER ROOM	25 C.F.M.
BATH 3	50 C.F.M.
BATH 4	50 C.F.M.
BATH 5	50 C.F.M.

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69 HILLSIDE DRIVE
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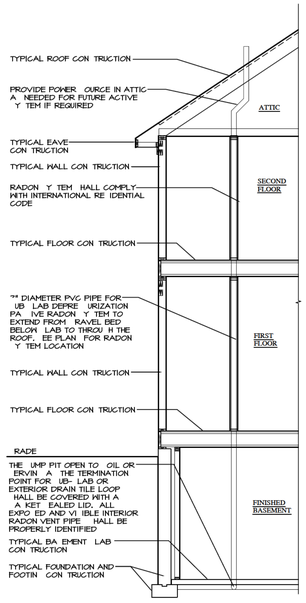
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GEN. NOTES & TITLE SHEET

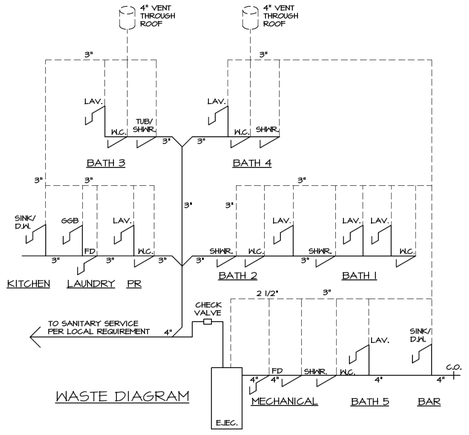
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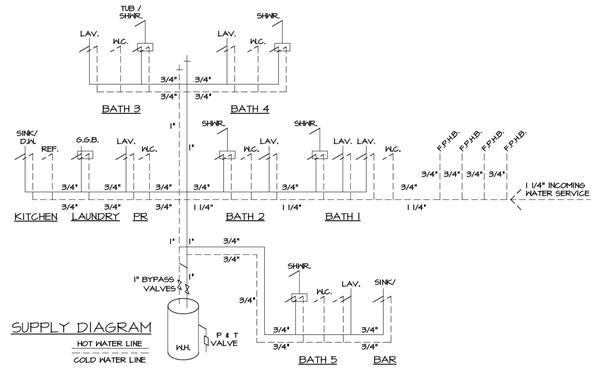
1 OF 14 TOTAL SHEETS



3 A 02 **RADON DIAGRAM**

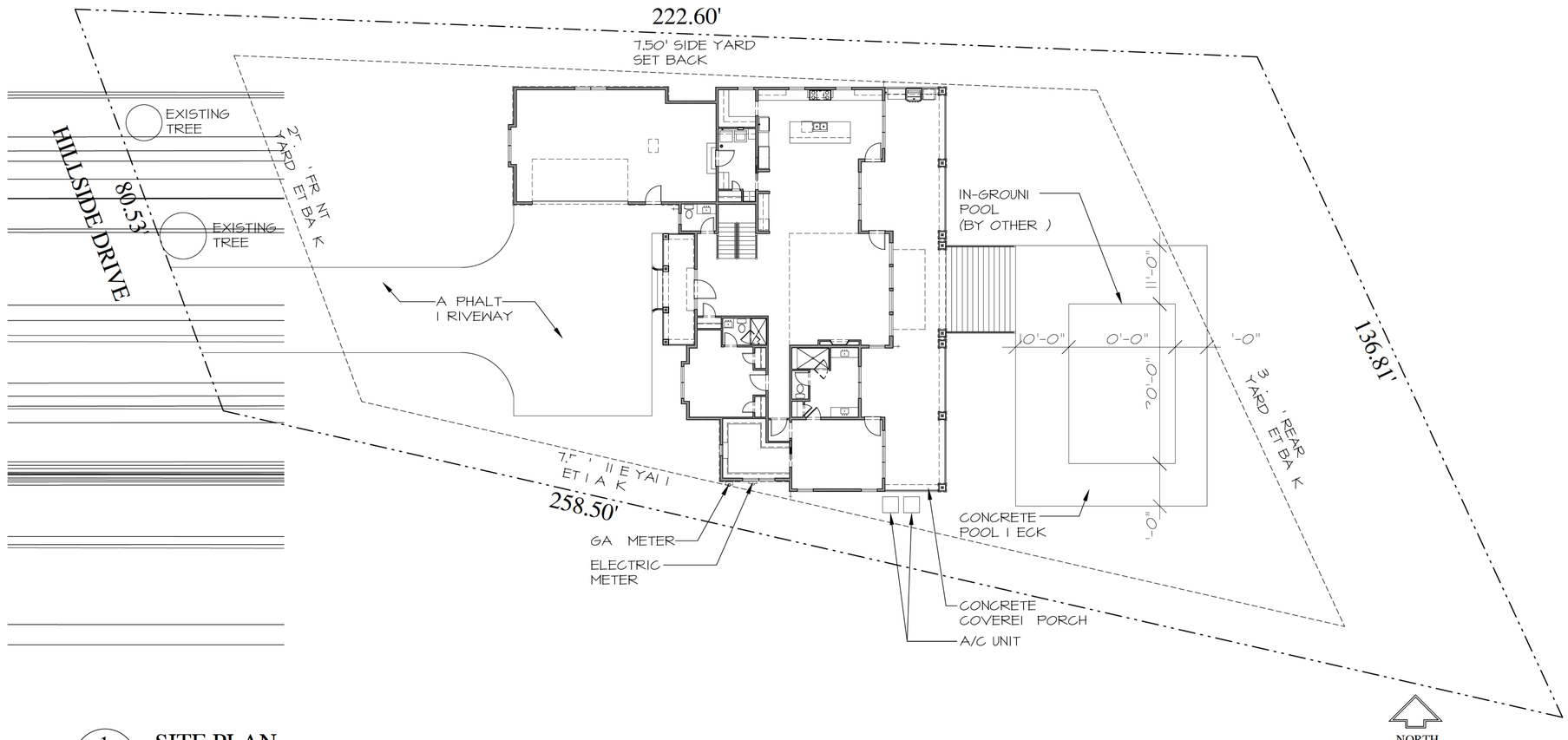
SCALE: N.T.S.





2 A 02 **PLUMBING DIAGRAMS**

SCALE: N.T.S.



1 A 02 **SITE PLAN**

CALE: 1"=10'-0"

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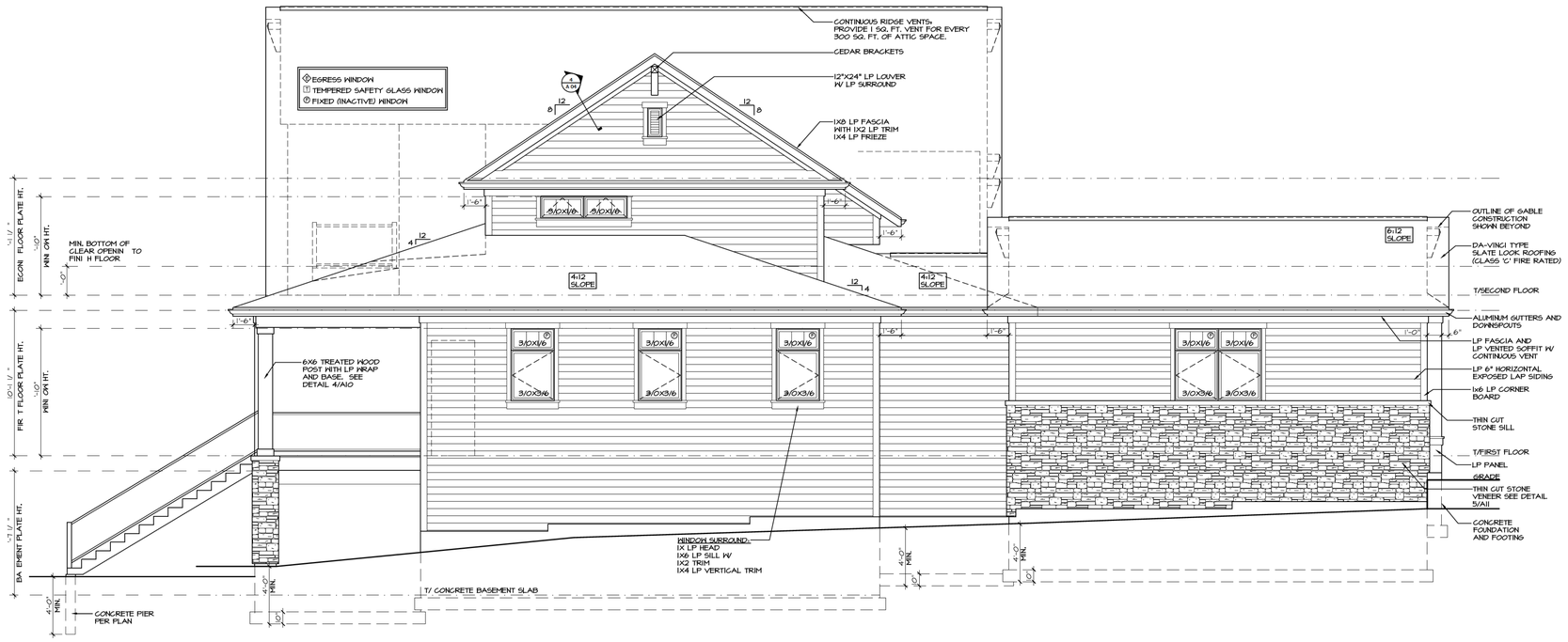
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SITE PLAN

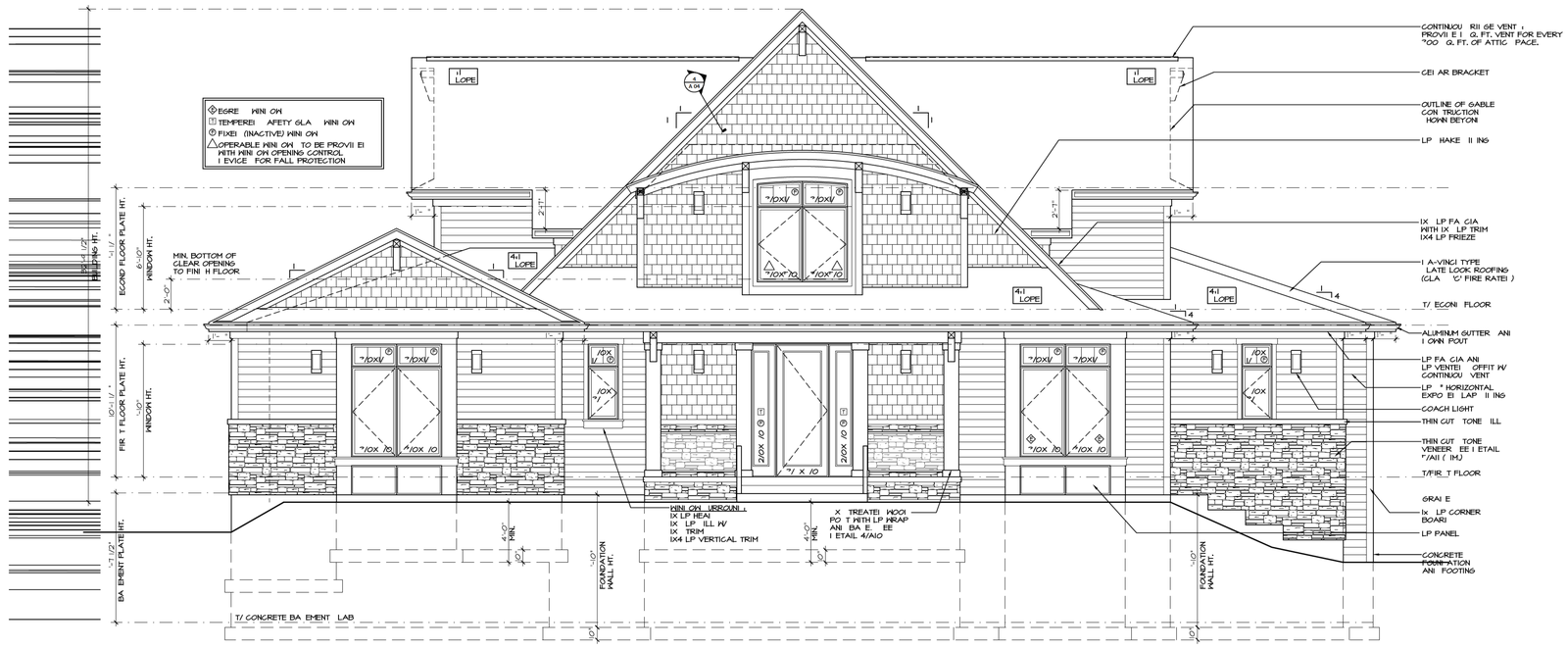
A 02

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2 / A 03 LEFT ELEVATION

SCALE: 1/4"=1'-0"



1 / A 03 FRONT ELEVATION

CALE: 1/4"=1'-0"

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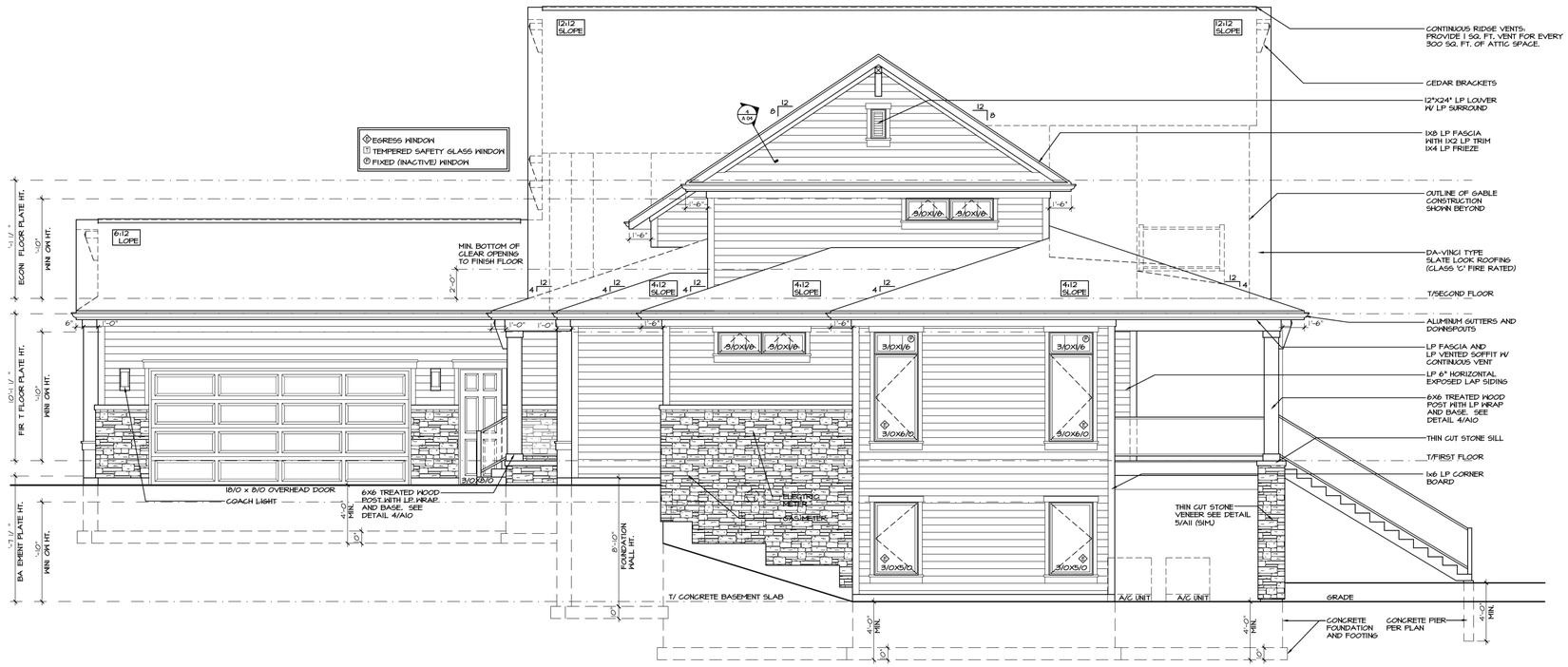
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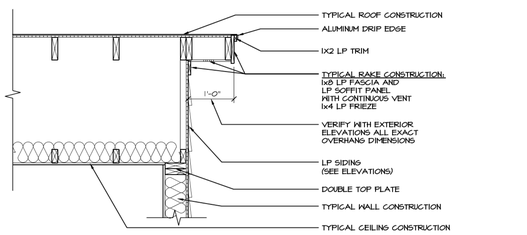
A 03

3 OF 14 TOTAL SHEETS



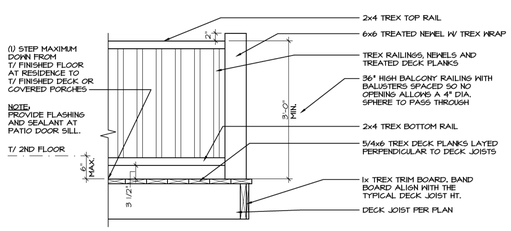
2 / A 04 RIGHT ELEVATION

SCALE: 1/4"=1'-0"



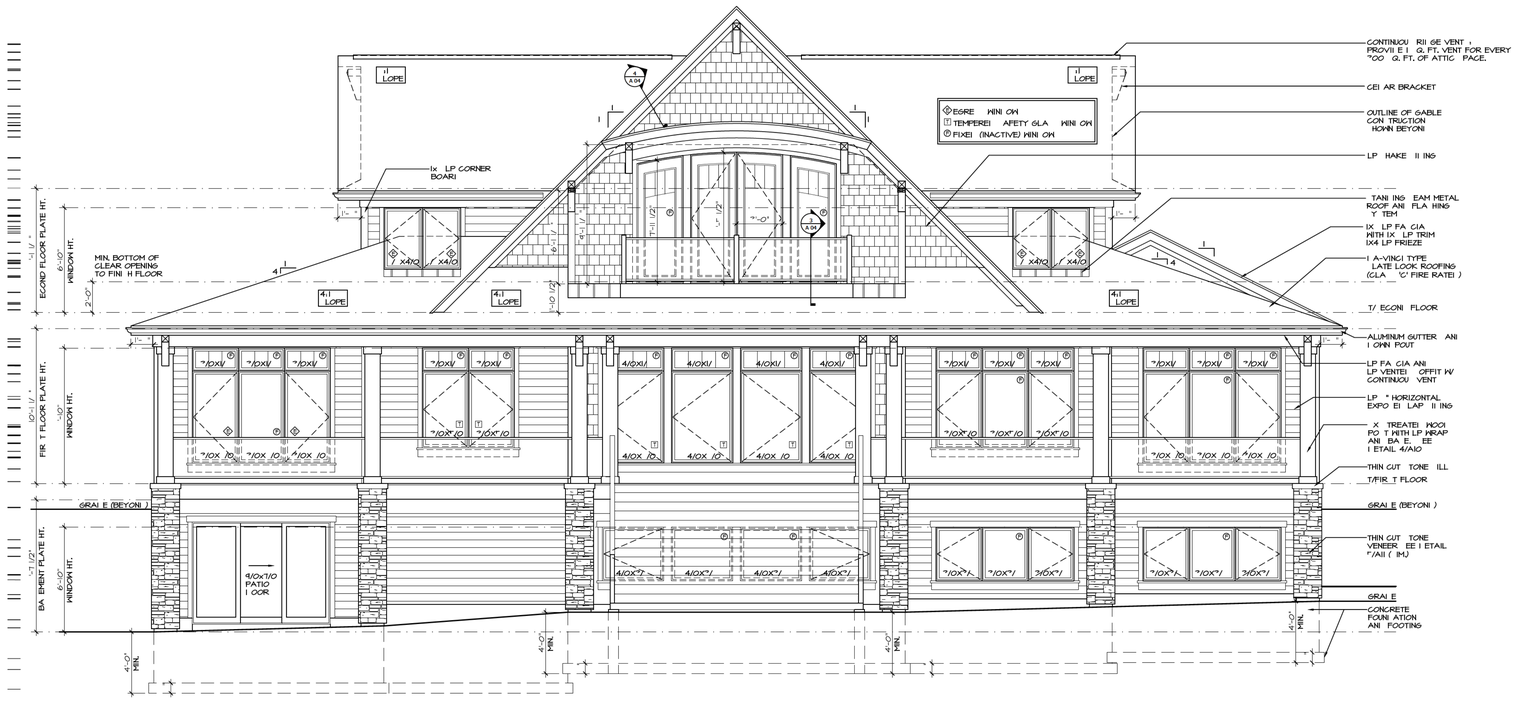
4 / A 04 TYPICAL RAKE DETAIL

SCALE: 3/4"=1'-0"



3 / A 04 TYPICAL BALCONY DETAIL

SCALE: 3/4"=1'-0"



1 / A 04 REAR ELEVATION

SCALE: 1/4"=1'-0"

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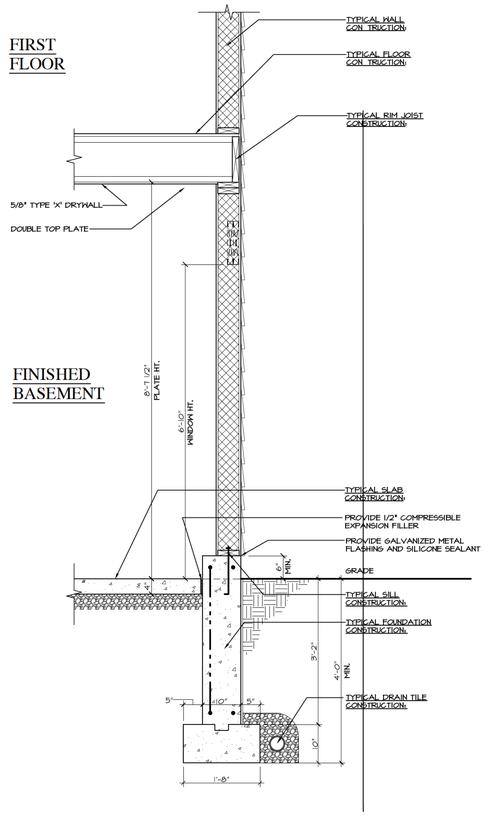
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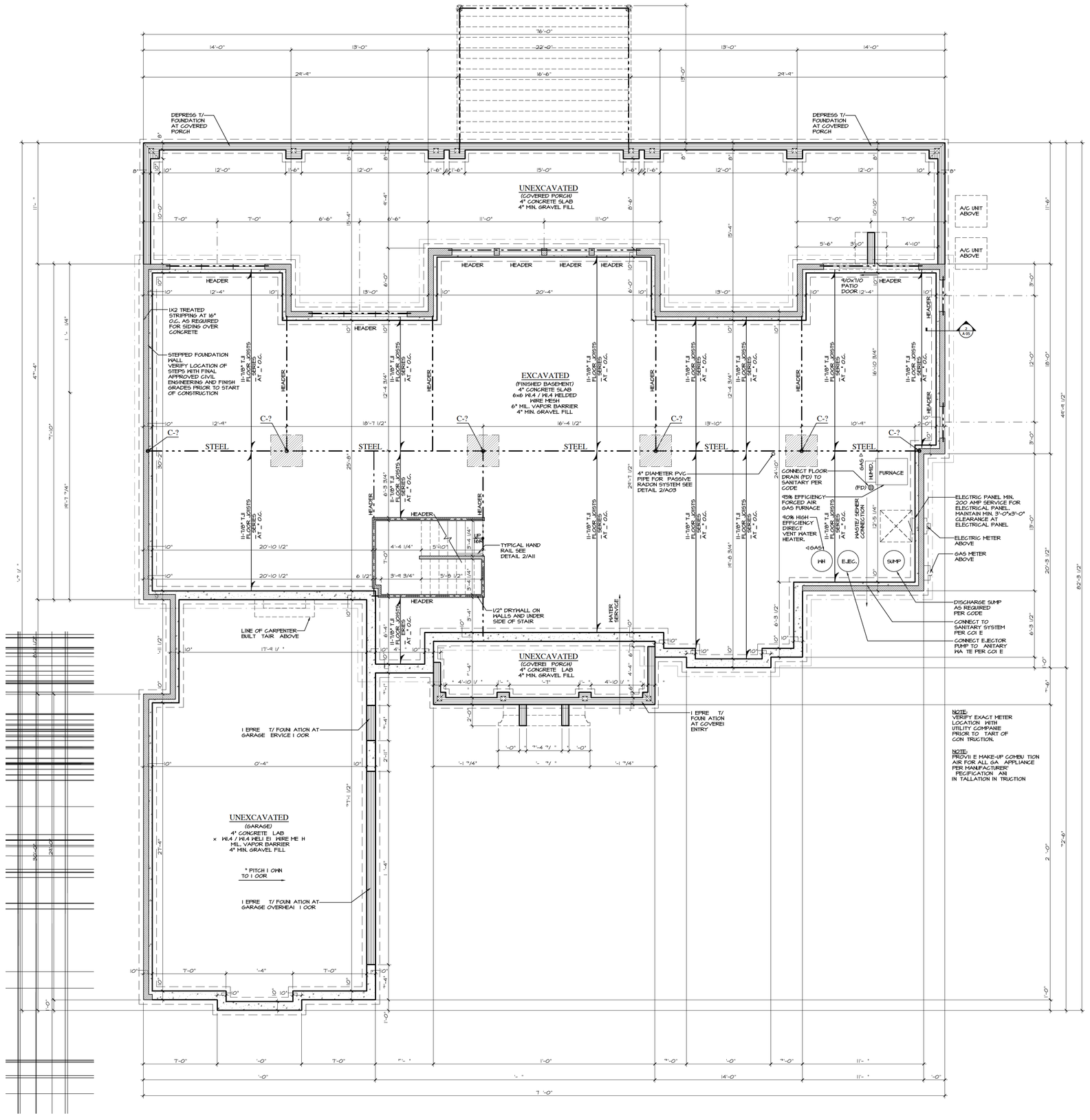
A 04

4 OF 14 TOTAL SHEETS



2 A 05 WALK-OUT WALL SECTION

SCALE: 3/4"=1'-0"



1 A 05 FOUNDATION PLAN (8'-10" POUR)

SCALE: 1/4"=1'-0"

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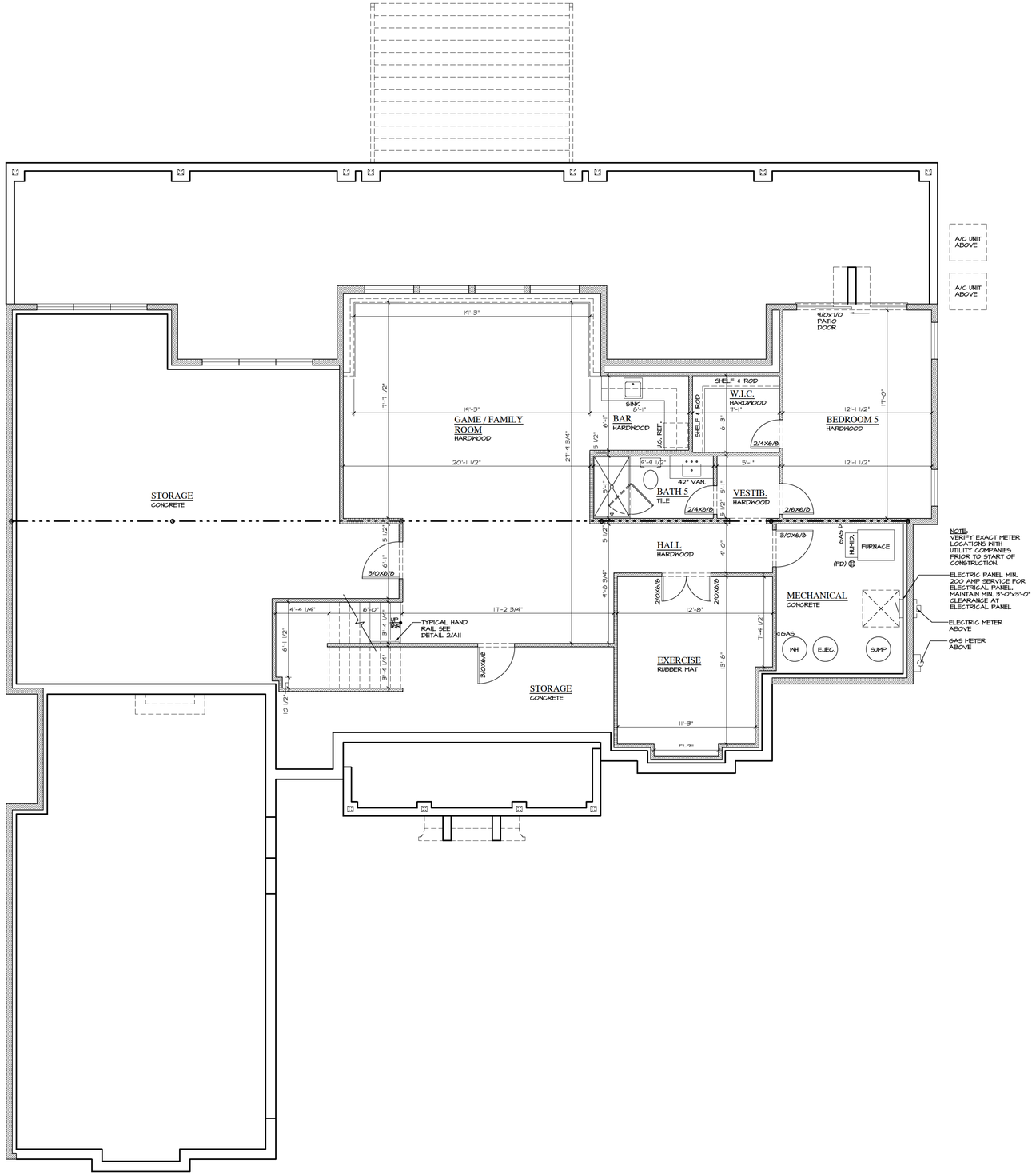
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69 HILLSIDE DRIVE
FOUNDATION PLAN

A 05

5 OF 14 TOTAL SHEETS



1
A 06

FINISHED BASEMENT PLAN

SCALE: 1/4"=1'-0"

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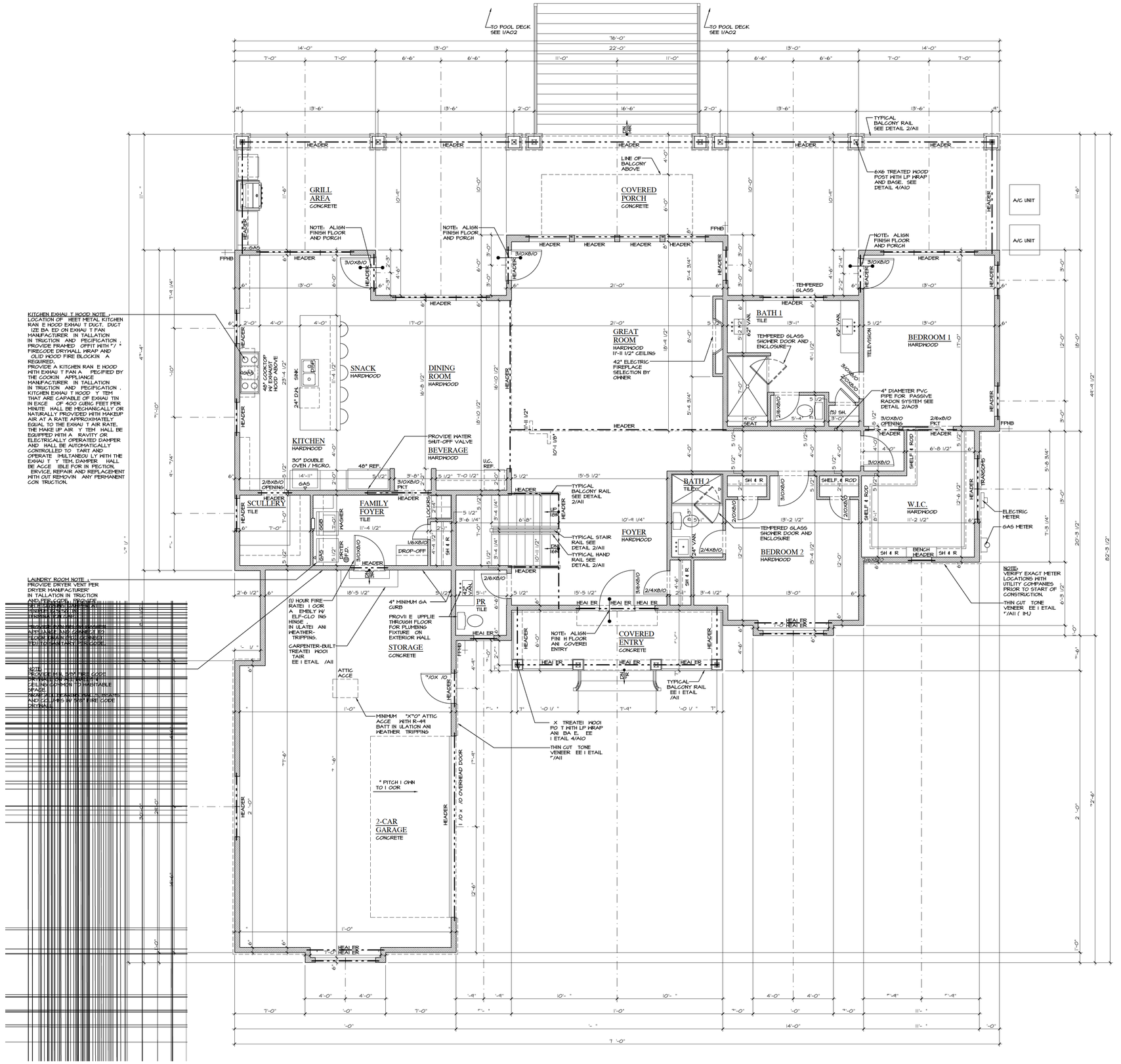
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69 HILLSIDE DRIVE
FINISHED BASEMENT PLAN

A 06

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1 A 07

FIRST FLOOR PLAN

SCALE: 1/4"=1'-0"

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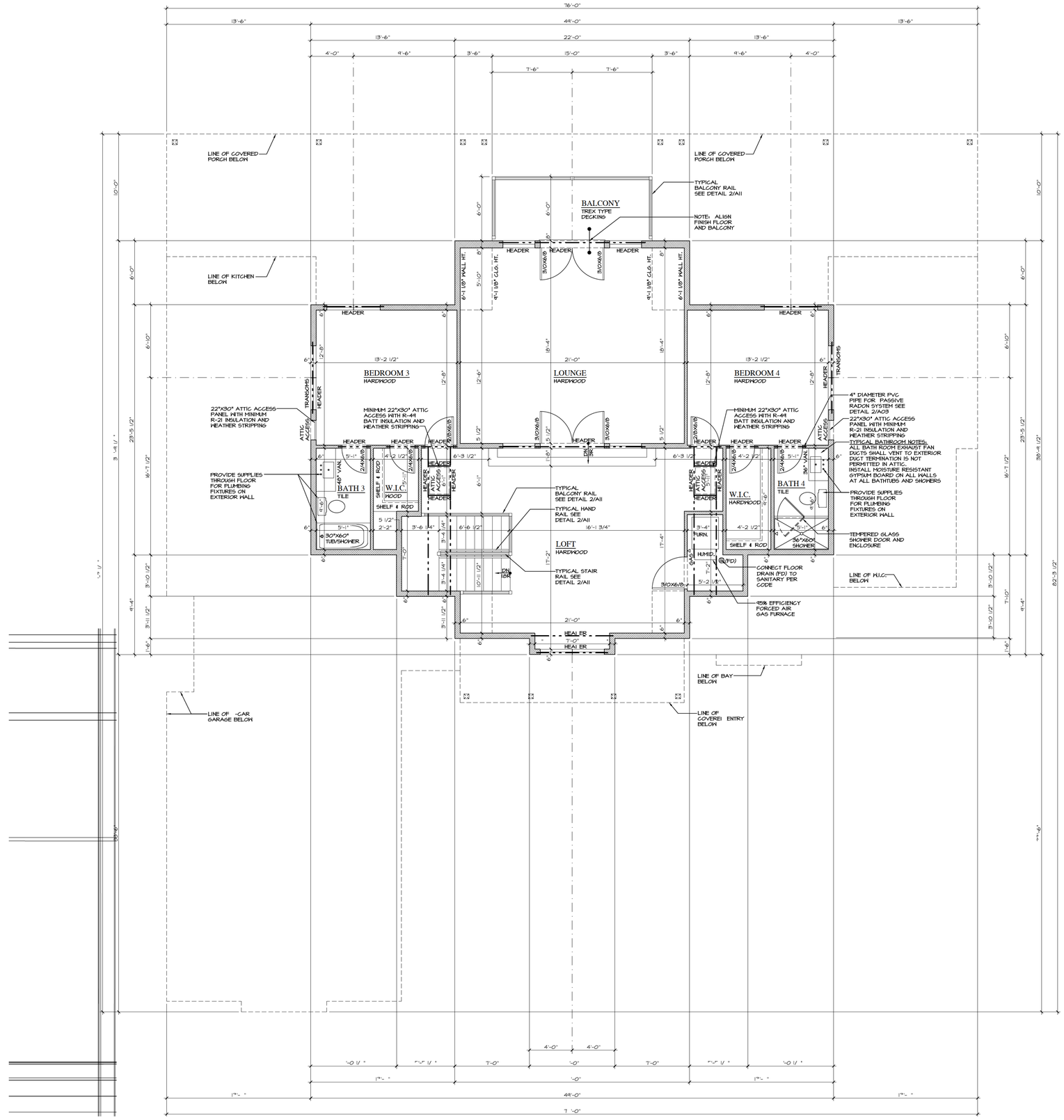
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69 HILLSIDE DRIVE
FIRST FLOOR PLAN

A 07

7 OF 14 TOTAL SHEETS



1
A 08

SECOND FLOOR PLAN

SCALE: 1/4"=1'-0"

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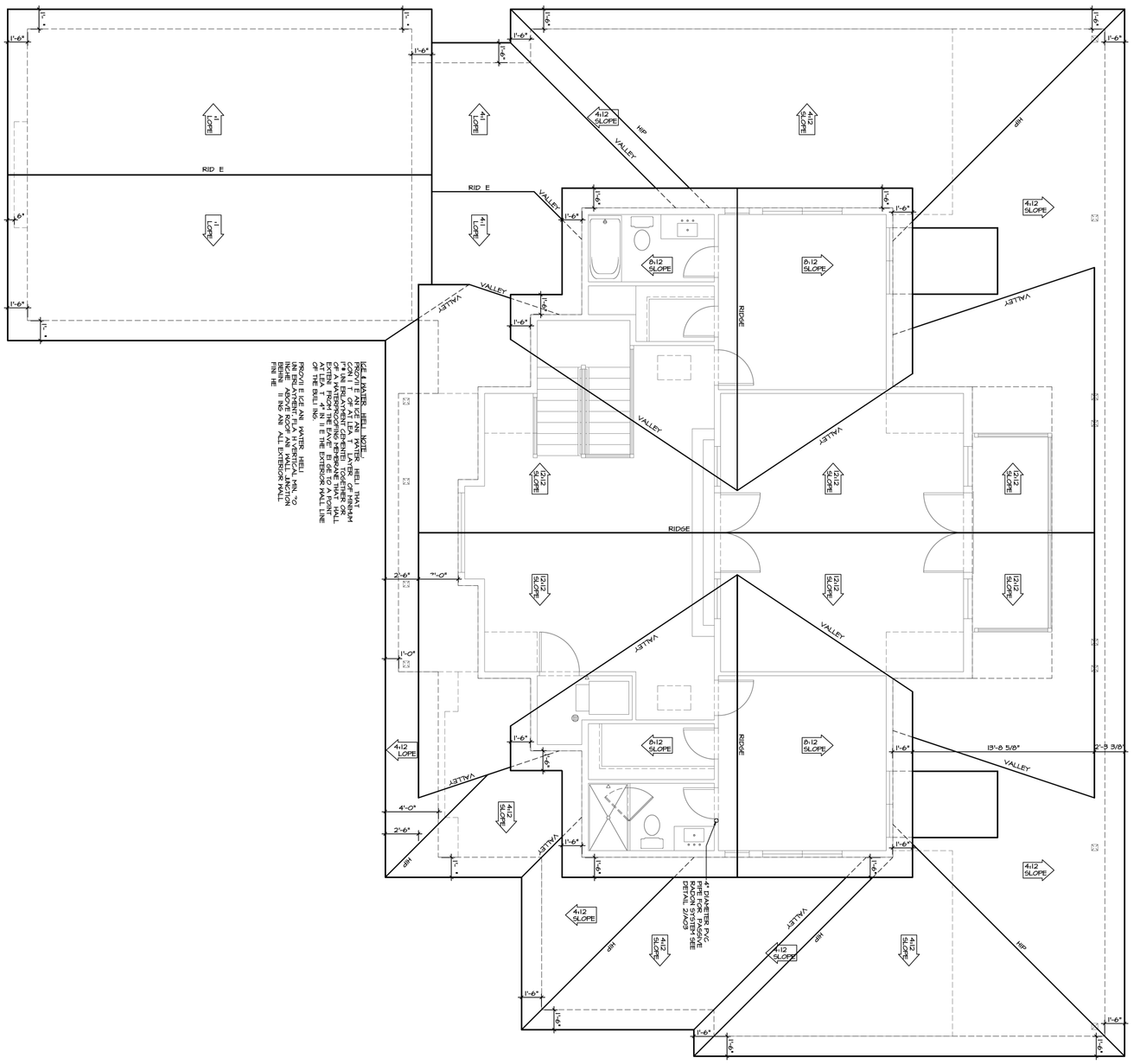
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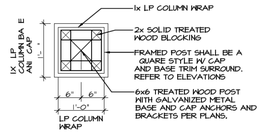
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69 HILLSIDE DRIVE
SECOND FLOOR PLAN

A 08

8 OF 14 TOTAL SHEETS

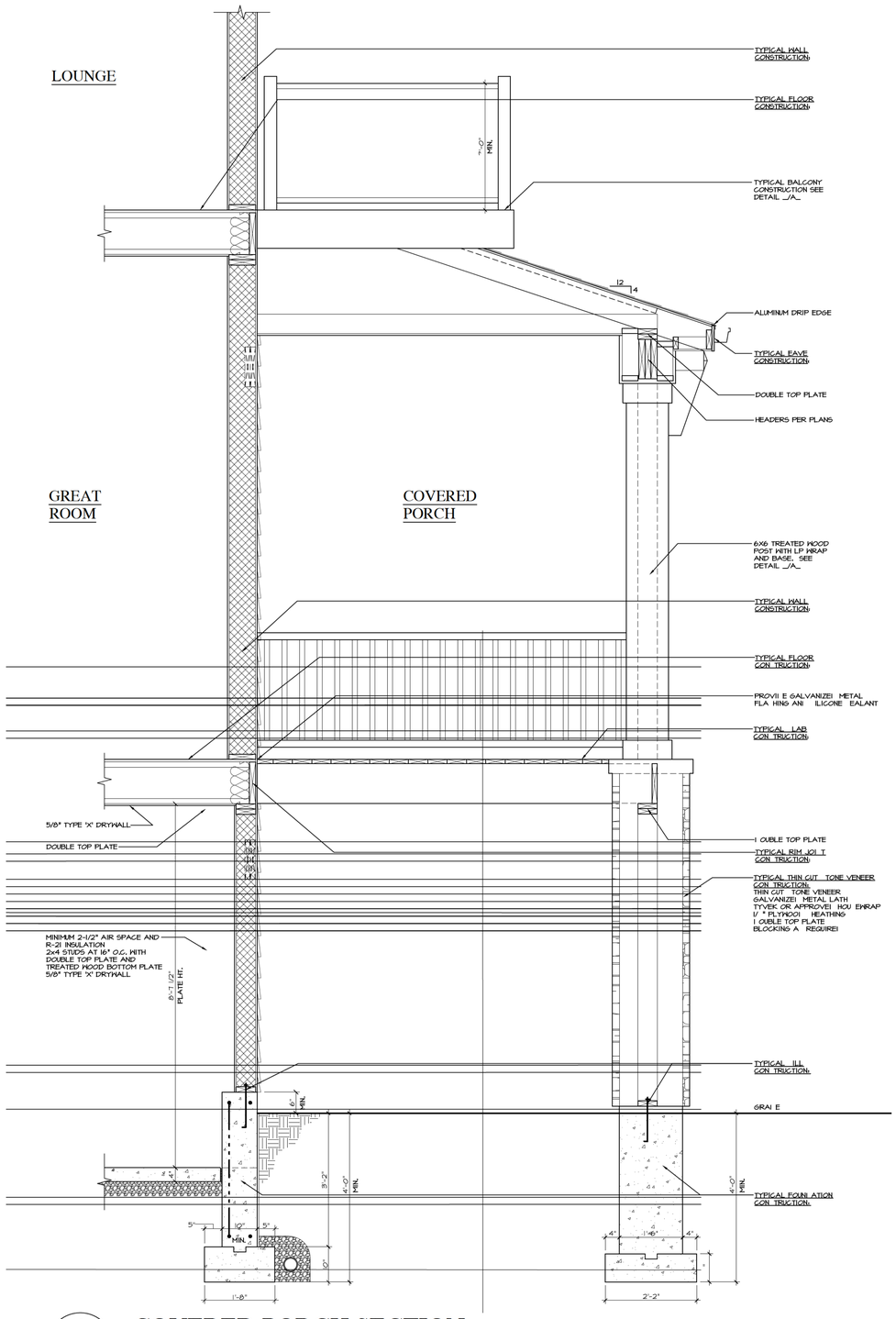

4:12 SLOPE
HIP
VALLEY
RIDGE
RIDGE
VALLEY
HIP
VALLEY
4:12 SLOPE
4:12 SLOPE
4:12 SLOPE



4
A 10

PORCH POST SECTION

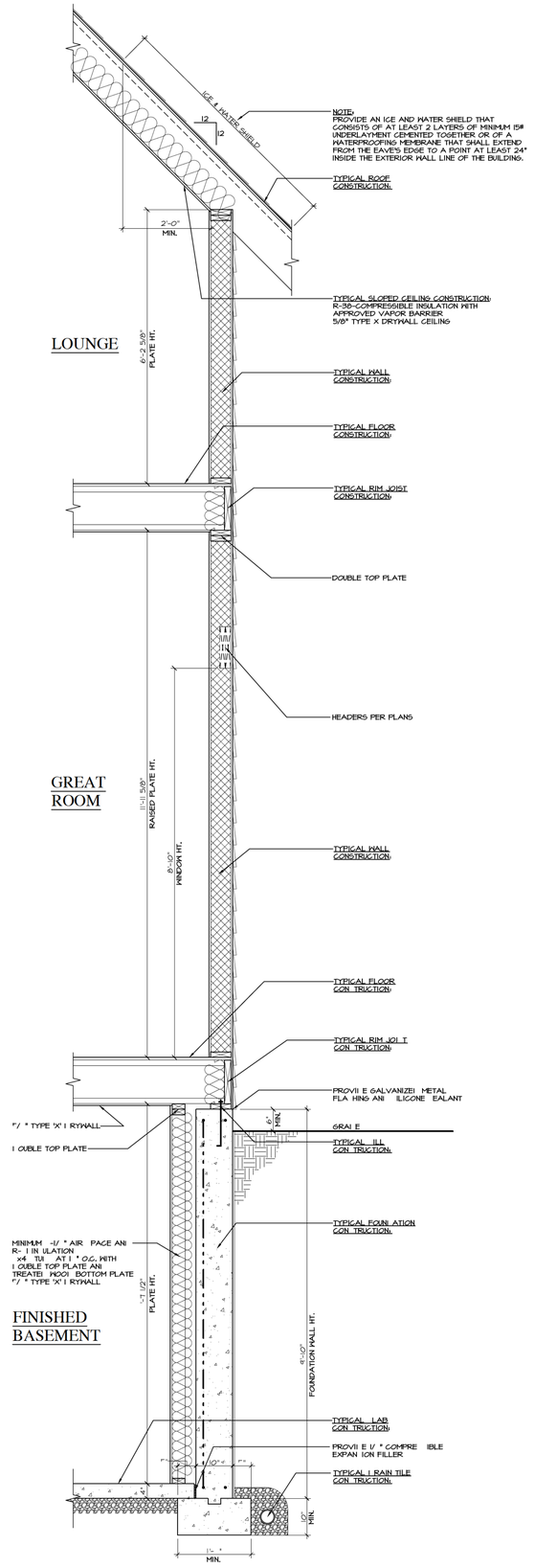
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3
A 10

COVERED PORCH SECTION

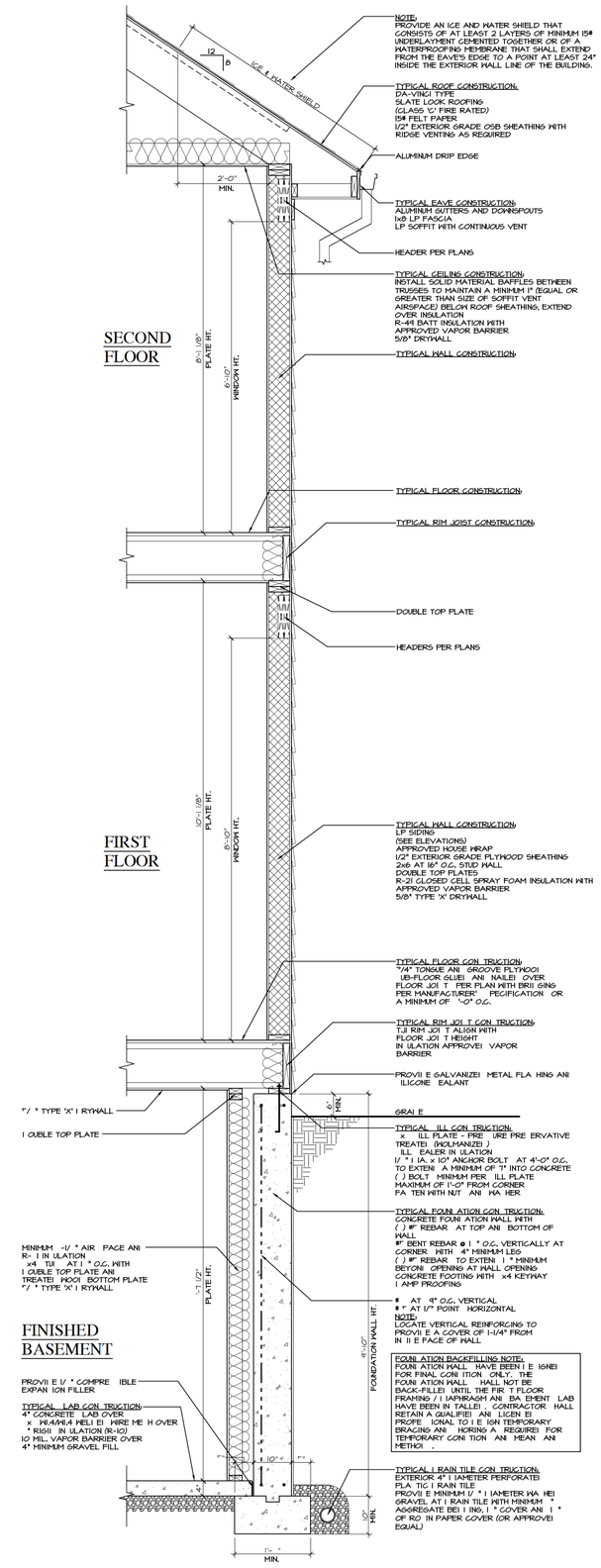
SCALE: 3/4"=1'-0"



2
A 10

WALL SECTION

SCALE: 3/4"=1'-0"



1
A 10

WALL SECTION

SCALE: 3/4"=1'-0"

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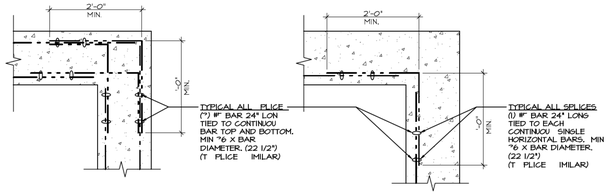
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SECTIONS & DETAILS

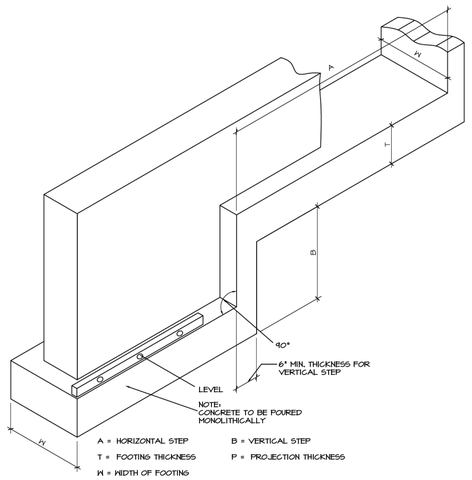
A 10

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6 / A 11 FOUNDATION CORNER DETAILS

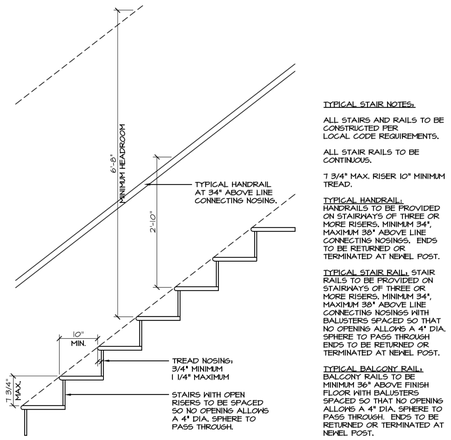
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STEP (B) SHOULD NOT EXCEED 3/4 OF STEP (A)

4 / A 11 STEPPED FOUNDATION DETAIL

SCALE: N.T.S.



TYPICAL STAIR NOTES:

ALL STAIRS AND RAILS TO BE CONSTRUCTED PER LOCAL CODE REQUIREMENTS.

ALL STAIR RAILS TO BE CONTINUOUS.

7 3/4" MAX. RISER 10" MINIMUM TREAD.

TYPICAL HANDRAIL: HANDRAILS TO BE PROVIDED ON STAIRWAYS OF THREE OR MORE RISERS, MINIMUM 34", MAXIMUM 38" ABOVE LINE CONNECTING NOSINGS. ENDS TO BE RETURNED OR TERMINATED AT NEWEL POST.

TYPICAL STAIR RAIL: STAIR RAILS TO BE PROVIDED ON STAIRWAYS OF THREE OR MORE RISERS, MINIMUM 34", MAXIMUM 38" ABOVE LINE CONNECTING NOSINGS WITH BALUSTERS SPACED SO THAT NO OPENING ALLOWS A 4" DIA. SPHERE TO PASS THROUGH. ENDS TO BE RETURNED OR TERMINATED AT NEWEL POST.

TYPICAL BALCONY RAIL: BALCONY RAILS TO BE MINIMUM 36" ABOVE FINISH FLOOR WITH BALUSTERS SPACED SO THAT NO OPENING ALLOWS A 4" DIA. SPHERE TO PASS THROUGH. ENDS TO BE RETURNED OR TERMINATED AT NEWEL POST.

2 / A 11 STAIR SECTION & RAILING NOTES

SCALE: N.T.S.

5 / A 11 GARAGE SECTION

SCALE: 3/4"=1'-0"

3 / A 11 COVERED ENTRY SECTION

CALE: 3/4"=1'-0"

1 / A 11 WALL SECTION

CALE: 3/4"=1'-0"

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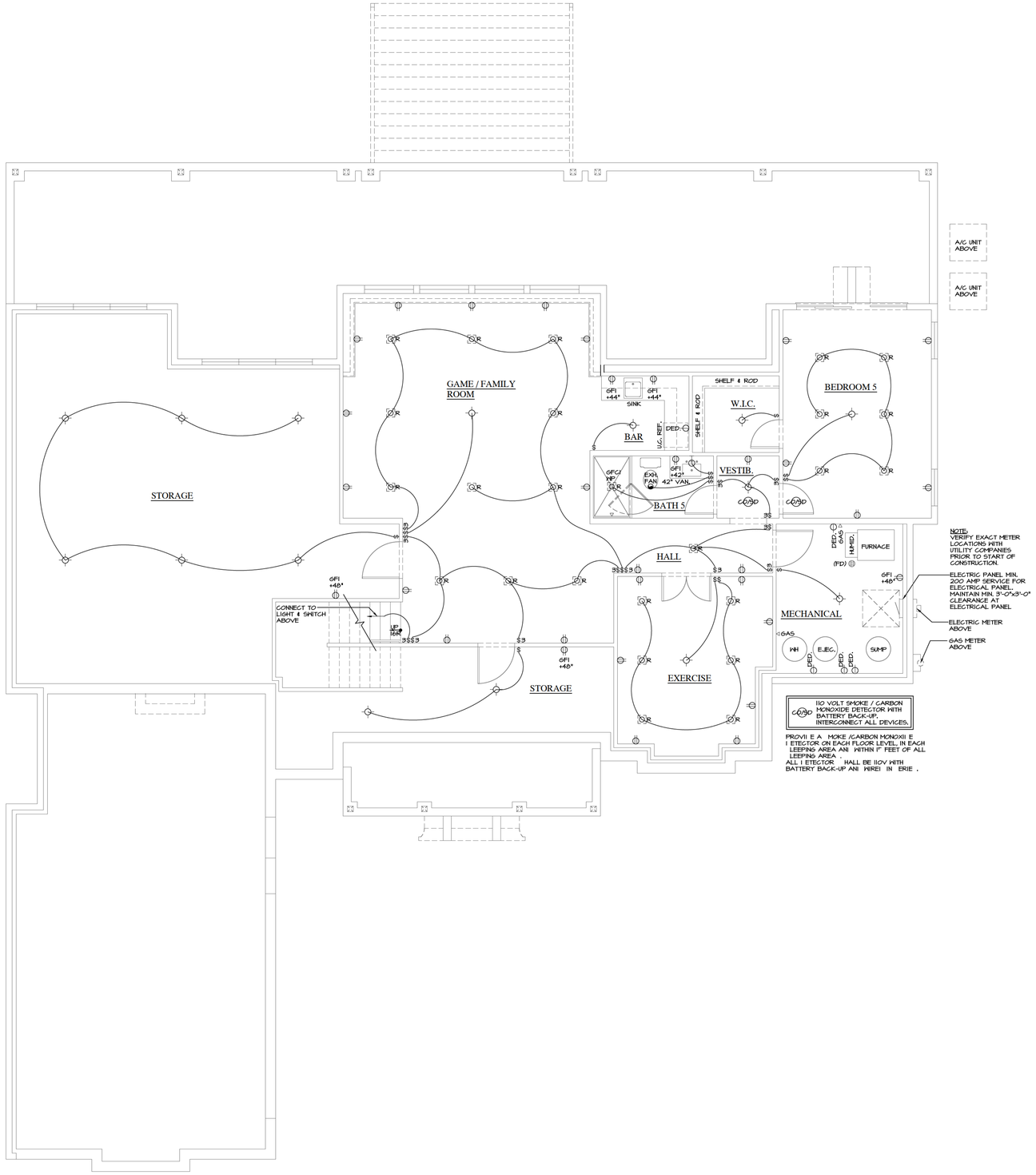
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69 HILLSIDE DRIVE
SECTIONS & DETAILS

A 11

11 OF 14 TOTAL SHEETS



1
A 12

FINISHED BASEMENT ELECTRICAL PLAN

CALE: 1/4"=1'-0"

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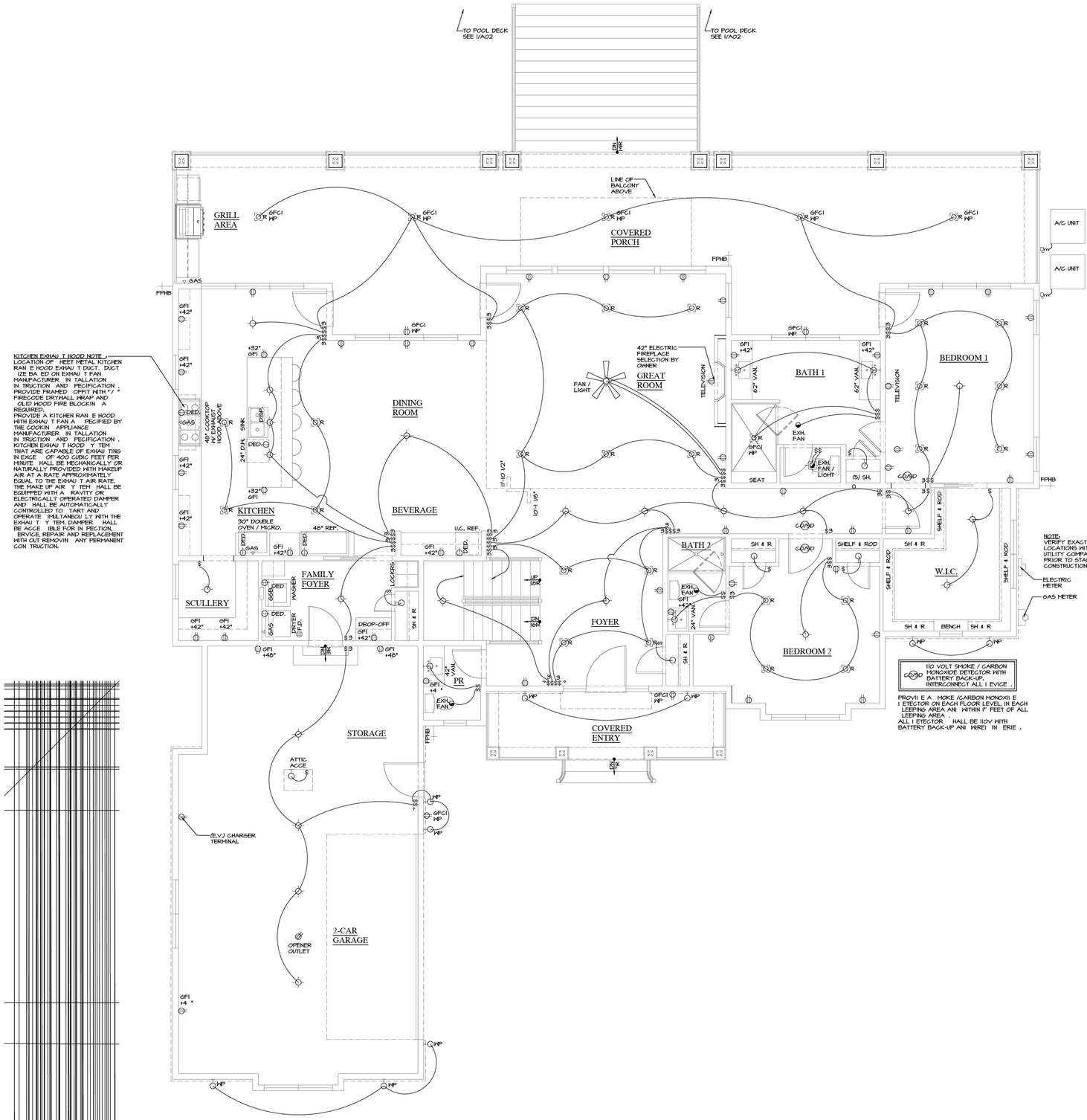
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WI LICENSE # 2004-011

PROJECT #	AD25142
DRAWN BY:	DB/ MB

69 HILLSIDE DRIVE
ELECTRICAL PLANS

A 12

12 OF 14 TOTAL SHEETS



KITCHEN EXHAU T HOOD NOTE :
LOCATION OF HEET METAL KITCHEN RAN E HOOD EXHAU T DUCT. DUCT IZE BA ED ON EXHAU T FAN MANFACTURER IN TALLATION IN TRUCTION AND PECIFICATION . PROVIDE FRAMED OFFIT WITH ½" FIRECODE DRYWALL WRAP AND OLID WOOD FIRE BLOCKIN A REQUIRED.
PROVIDE A KITCHEN RAN E HOOD WITH EXHAU T FAN A PECIFIED BY THE COOKIN APPLIANCE MANUFACTURER IN TALLATION IN TRUCTION AND PECIFICATION . KITCHEN EXHAU T HOOD Y TEM THAT ARE CAPABLE OF EXHAU TING IN EXCE OF 400 CUBIC FEET PER MINUTE HALL BE MECHANICALLY OR NATURALLY PROVIDED WITH MAKEUP AIR AT A RATE APPROXIMATELY EQUAL TO THE EXHAU T AIR RATE. THE MAKE UP AIR Y TEM HALL BE EQUIPPED WITH A RAVITY OR ELECTRICALLY OPERATED DAMPER AND HALL BE AUTOMATICALLY CONTROLLED TO TART AND OPERATE IMULTANEOU LY WITH THE EXHAU T Y TEM. DAMPER HALL BE ACCE IBLE FOR IN PECTION, ERVICE REPAIR AND REPLACEMENT WITH OUT REMOVIN ANY PERMANENT CON TRUCTION.

1
A 13

FIRST FLOOR ELECTRICAL PLAN

CALE: 1/4"=1'-0"

NOTE: ALL CALE I E IGNATION ARE FOR HEET PRINTEI ON "O" x 4 " IZE PAPER. (ARCH-E)

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REVIEW ONLY-NOT FOR CONSTRUCTION

RUBIN RESIDENCEE

CUSTOM RESIDENCE
69 HILLSIDE DRIVE
LAKE GENEVA, WI 53147

REVIEW	05/19/2025
REVIEW	09/05/2025
REVIEW	09/12/2025
REVIEW	09/25/2025
REVIEW	12/11/2025
REVIEW	01/07/2025

26575 COMMERCE DR.
UITE 607
VOLO, IL 60073
MAIN: 847-357-2500
WWW.ARCHITECTSDSINC.COM
WI LICENSE # 2968-011

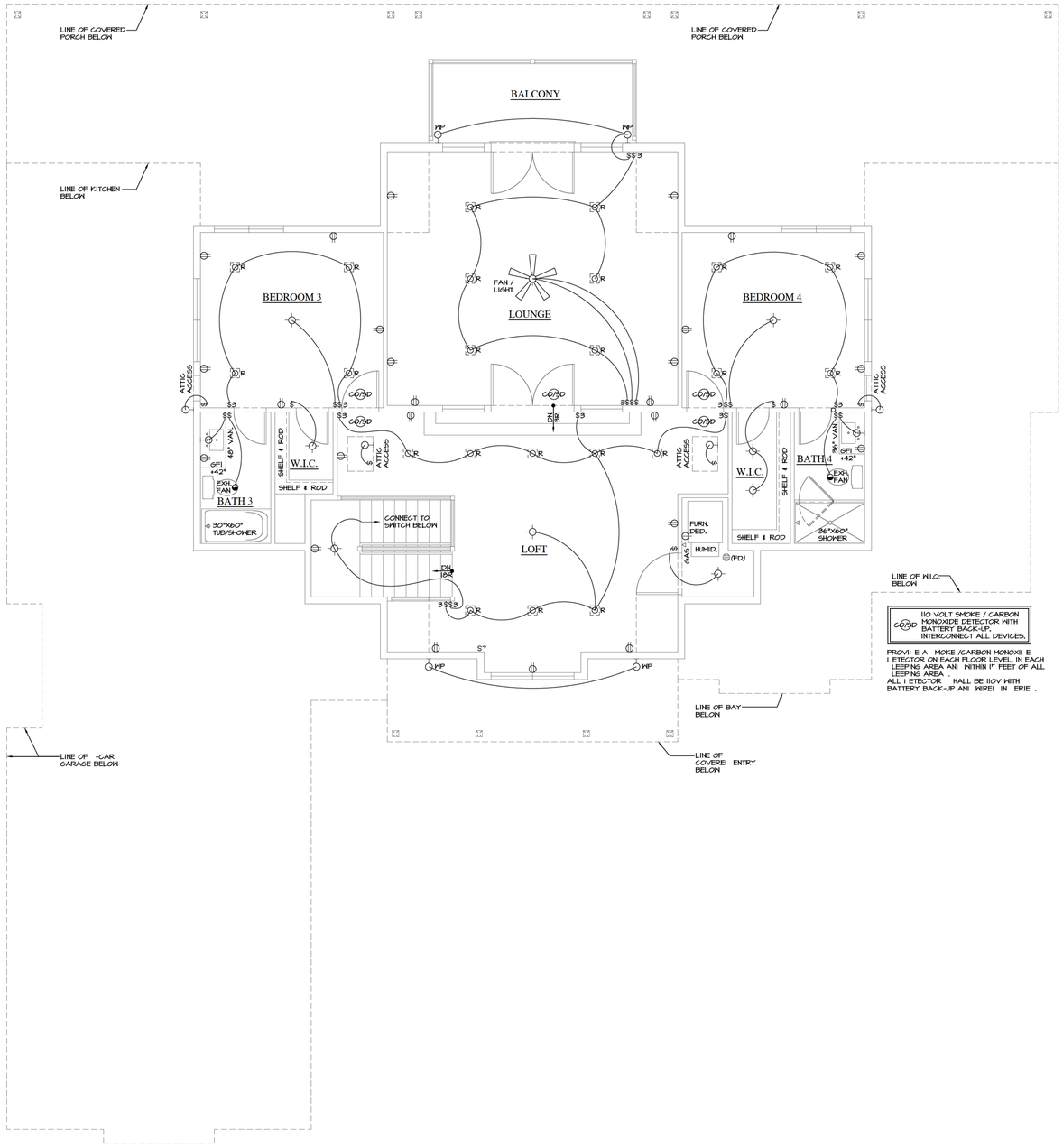
ARCHITECTS
ASPECT DESIGN INC.

PROJECT #	AD25142
DRAWN BY:	DB/ MB

69 HILLSIDE DRIVE
ELECTRICAL PLANS

A 13

13 OF 14 TOTAL SHEETS



1
A 14

SECOND FLOOR ELECTRICAL PLAN

CALE: 1/4"=1'-0"

NOTE: ALL CALE I E IGNATION ARE FOR HEET PRINTEI ON "O" x 4 " IZE PAPER. (ARCH-E)

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REVIEW ONLY-NOT FOR CONSTRUCTION

RUBIN RESIDENCEE

CUSTOM RESIDENCE
69 HILLSIDE DRIVE
LAKE GENEVA, WI 53147

REVIEW	05/19/2025
REVIEW	09/05/2025
REVIEW	09/12/2025
REVIEW	09/25/2025
REVIEW	12/11/2025
REVIEW	01/07/2025

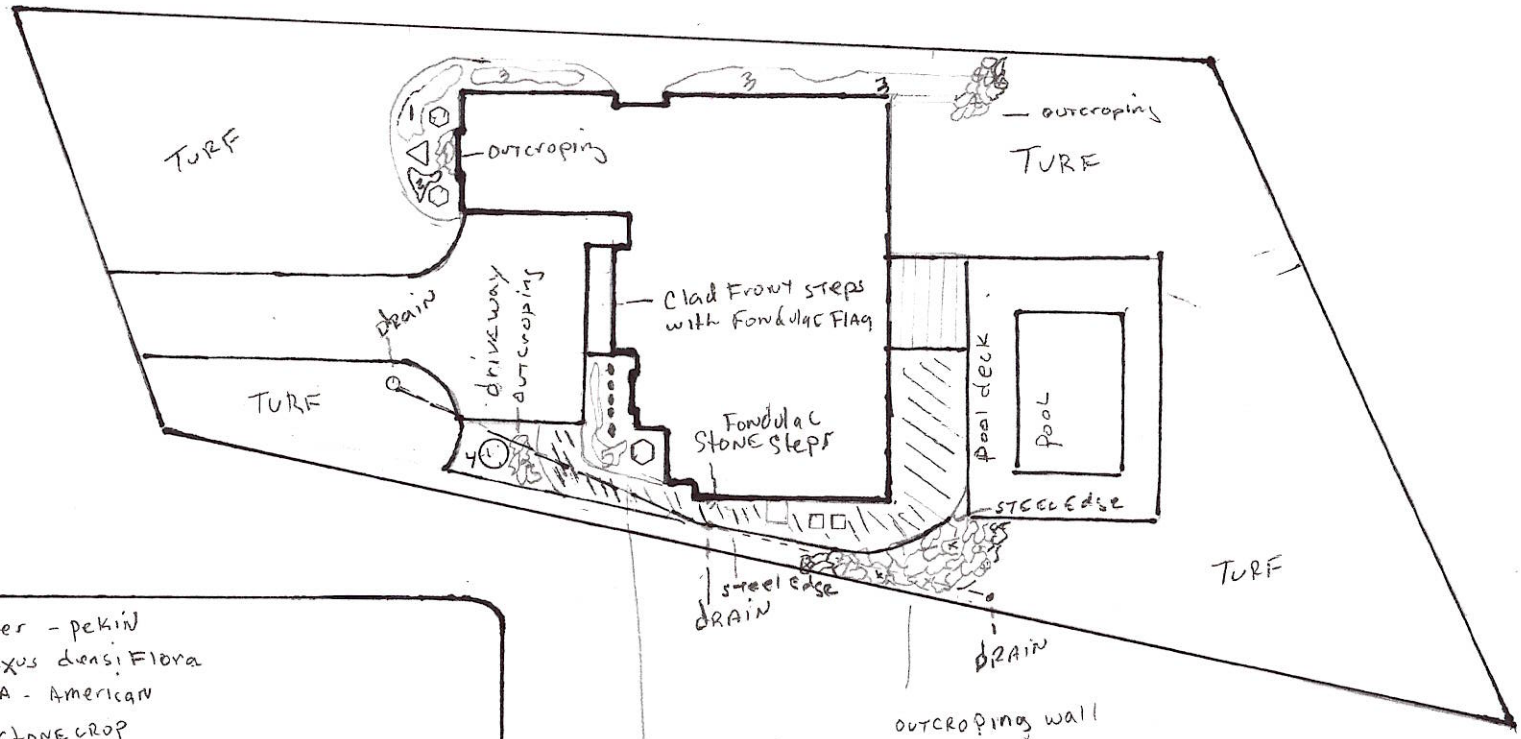
ASPECT DESIGN INC.
ARCHITECTS
26575 COMMERCE DR.
SUITE 607
VOLO, IL 60073
MAIN: 847-457-2500
WWW.ASPECTDESIGNINC.COM
WI LICENSE # 2668-011

PROJECT #	AD25142
DRAWN BY:	DB/ MB

69 HILLSIDE DRIVE
ELECTRICAL PLANS

A 14

14 OF 14 TOTAL SHEETS

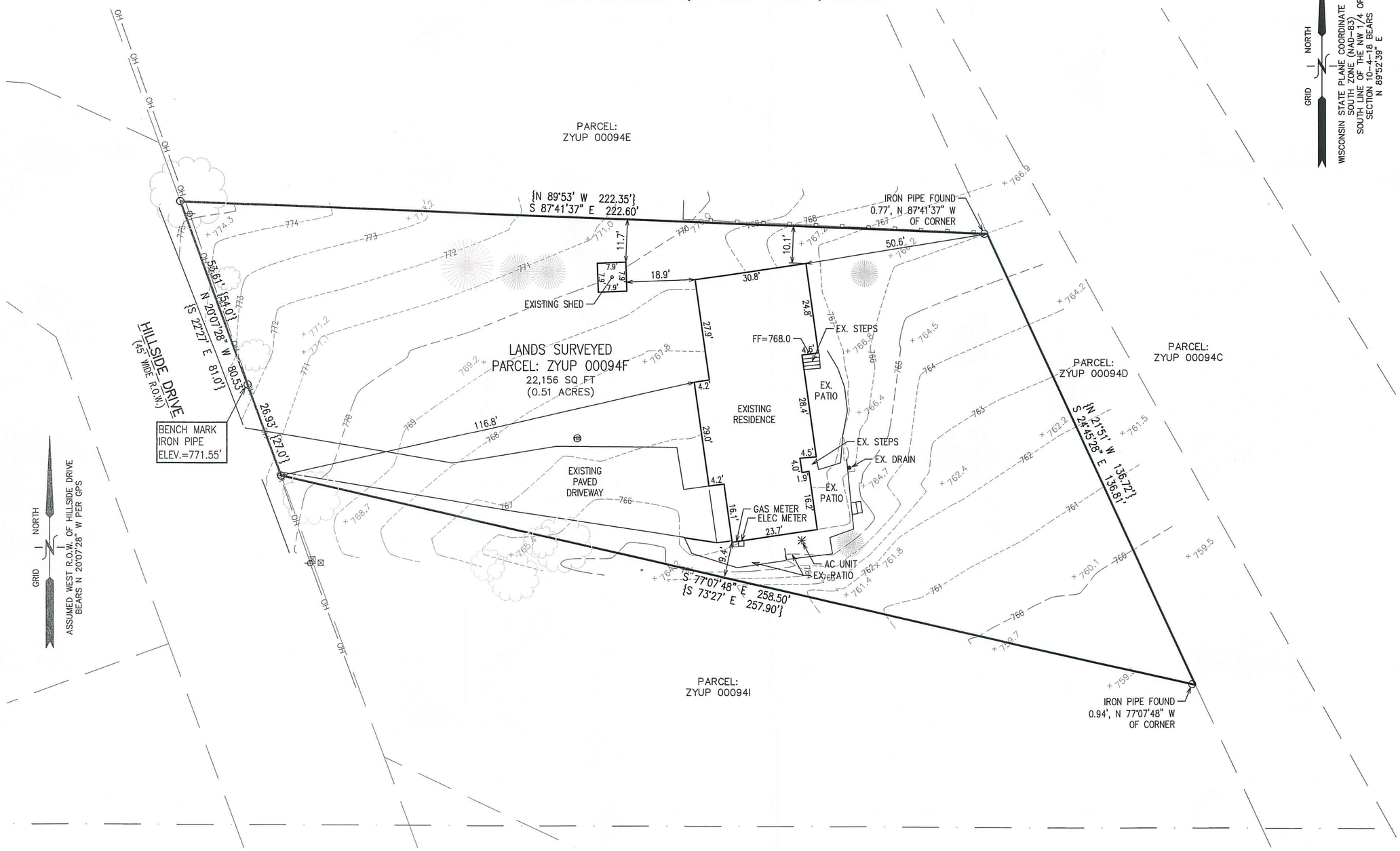


- ● - Cottoneaster - pekin
- ○ - yew - TAXUS dens: Flora
- ⬡ - ARborvitEA - American
- X - sedum - STONECROP
- △ - BURNing BUSH -
- 1 - CONEFlower - Cheyennespirit
- 2 - sedum AUTUM JOY
- 3 - HOSTA - Humpback Whale - Francee - MOUSE EARS
- 4 - VINEA MINOR
- 5 - ANNUALS - BULBS - mums - ROTATION

69 HILLSIDE DR LAKE GENEVA, WI

PLAT OF SURVEY
PARCEL: ZYUP 00094F

LOCATED IN PART OF THE SE 1/4 OF THE NW 1/4 OF SECTION 35, TOWN 2 NORTH, RANGE 17 EAST,
CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN



LEGEND

- ○ = IRON PIPE FOUND 1 3/8" O.D.
- ⊥ ⊖ = GUY WIRE & UTILITY POLE
- ⊠ = TELEPHONE BOX
- {XXX} = RECORDED AS
- —OH— = OVERHEAD UTILITY WIRES
- +XXXX = EXISTING GROUND ELEVATION
- XXXX = EXISTING LAND CONTOURS

MAP SCALE IN FEET – ORIGINAL 1"=20'

NOTE: COPIES OF THIS MAP TO WHICH THE FOLLOWING CERTIFICATE WILL APPLY SHOW THE SURVEYOR'S ORIGINAL SEAL AND SIGNATURE IN RED INK. COPIES BY ANY OTHER MEANS MAY HAVE ALTERATIONS WHICH DO NOT REPRESENT THE SURVEYOR'S WORK PRODUCT.

I HEREBY CERTIFY THAT THE ABOVE DESCRIBED PROPERTY HAS BEEN SURVEYED UNDER MY DIRECTION AND THAT THE ABOVE MAP IS A TRUE REPRESENTATION THEREOF AND SHOWS THE SIZE AND LOCATION OF THE PROPERTY AND ITS EXTERIOR BOUNDARIES. THIS SURVEY IS MADE FOR THE USE OF THE PRESENT OWNERS OF THE PROPERTY, AND ALSO THOSE WHO PURCHASE, MORTGAGE, OR GUARANTEE THE TITLE THERETO WITHIN ONE YEAR FROM THE DATE HEREOF. FIELDWORK COMPLETED 3/25/2025.

DATED: 4/14/2025

CHRISTOPHER A. HODGES P.L.S. 2760

WISCONSIN CHRISTOPHER A. HODGES S-2760 ELKHORN, WIS. LAND SURVEYOR

PLAT OF SURVEY
69 HILL SIDE DRIVE
LAKE GENEVA, WI 53147

– WORK ORDERED BY –
SARA RUBIN
69 HILL SIDE DRIVE
LAKE GENEVA, WI 53147

FARRIS, HANSEN & ASSOCIATES, INC.
ENGINEERING – ARCHITECTURE – SURVEYING
7 RIDGWAY COURT P.O. BOX 437
ELKHORN, WISCONSIN 53121
PHONE: (262) 723-2098 e-mail: office@farrishansen.com

REVISIONS

PROJECT NO. 11187
DATE: 3/17/2025
SHEET NO. 1 OF 1

X:\Projects\11187\ACAD\11187.dwg

RESOLUTION OF THE PLAN COMMISSION			
Resolution recommending to the Common Council a Conditional Use Permit (CUP) filed by Sara Rubin, 69 Hillside Drive, Lake Geneva, WI, for a request to construct a new single-family home within the Estate Residential-1 (ER-1) zoning district for the property located at 69 Hillside Drive, Tax Key No. ZYUP 00094F.			
Committee:	N/A		
Fiscal Impact:	N/A		
File Number:	**PC-2026-013**	**Date:**	April 20, 2026

WHEREAS, the City of Lake Geneva Plan Commission has considered a Conditional Use Permit application filed by Sara Rubin, 69 Hillside Drive, Lake Geneva, WI, for a request to construct a new single-family home within the Estate Residential-1 (ER-1) zoning district for the property located at 69 Hillside Drive, Tax Key No. ZYUP 00094F, and

WHEREAS, the Plan Commission held a Public Hearing thereon pursuant to proper notice given, and

WHEREAS, the Plan Commission made the following findings of fact:

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, and

WHEREAS, the Plan Commission has recommended approval with the following conditions:

1. Substantial compliance with submitted Plan Set prepared by Farris, Hansen & Associates, Inc dated 11.21.25.
2. Applicant must secure all required permits prior to demolition of existing structure and construction of the new structure.

NOW, THEREFORE, BE IT RESOLVED, that the Plan Commission hereby recommends to the Common Council of the Conditional Use Permit filed by Sara Rubin, 69 Hillside Drive, Lake Geneva, WI, for a request to construct a new single-family home within the Estate Residential-1 (ER-1) zoning district for the property located at 69 Hillside Drive, Tax Key No. ZYUP 00094F, per the findings of fact stated above and conditions of approval stated above.

PC Action: ☒ **Adopted** ☐ **Failed** **Vote** 5-0

Mayoral Action: ☐ **Accept** ☐ **Veto**

Official Stamp
Todd Krause
Mayor

4/21/26

Todd Krause, Plan Commission Chair Date

Attest:

4/21/26

Amanda Rotondi, Building and Zoning Clerk Date

RESOLUTION OF THE COMMON COUNCIL			
A resolution recommending to the Common Council a Plat of Right-of-Way Required for Edwards Boulevard (STH 120) Construction Project and Relocation Order			
Committee:	Plan Commission approved April 20, 2026		
Fiscal Impact:	N/A		
File Number:	**25-R28**	Date:	May 11, 2026

WHEREAS, the City of Lake Geneva Plan Commission has considered a Plat of Right-of-Way titled "Plat of Right of Way Required for Edwards Blvd (City of Lake Geneva) Townline Rd to Main St, STH 120" dated March 19, 2026, and

WHEREAS, the Plan Commission made the following findings of fact:

1. The proposed Preliminary Plat furthers the purposed of Chapter 66 Subdivisions and the applicable rules and regulations of Wisconsin Statutes Chapter 236, and

WHEREAS, the Plan Commission has recommended the following conditions:

1. None

NOW, THEREFORE, BE IT RESOLVED, that the Plan Commission hereby recommends to the Common Council a Plat of Right-of-Way titled "Plat of Right of Way Required for Edwards Blvd (City of Lake Geneva) Townline Rd to Main St, STH 120" dated March 19, 2026, per the findings of fact and additional conditions stated above.

Granted by action of the Common Council of the City of Lake Geneva this 11th day of May 2026.

Council Action: ☐ **Adopted** ☐ **Failed** **Vote** _____

Mayoral Action: ☐ **Accept** ☐ **Veto**

_____

Todd Krause, Mayor Date

Attest:

_____

Lacey L. Reynolds, City Clerk Date

RELOCATION ORDER

RE1708 01/2023

Project ID	Road name	Highway	County
3180-07-21	Edwards Blvd	STH 120	Walworth

Right of way plat date	Plat sheet number(s)	Previously approved Relocation Order date
3/19/2026	4.01 -4.06	Original

Description of termini of project:

SOUTHERN LIMITS: PART OF THE SW ¼ OF THE SE ¼, SECTION 31, TOWNSHIP 2 NORTH RANGE 17 EAST, CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN.

NORTHERN LIMITS: PART OF THE SE ¼ OF THE NW ¼ AND THE SW ¼, SECTION 31, TOWNSHIP 2 NORTH, RANGE 18 EAST, CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN.

To properly establish, layout, widen, enlarge, extend, construct, reconstruct, improve, or maintain a portion of the highway designated above, it is necessary to relocate or change and acquire certain lands or interests in lands as shown on the right of way plat for the above project.

To effect this change, pursuant to authority granted under Sections 62.22, Wisconsin Statutes, the City of Lake Geneva orders that:

1. The said highway is laid out and established to the lines and widths as shown on the plat.
2. The required lands or interests in lands as shown on the plat shall be acquired by the City of Lake Geneva in the name of the City of Lake Geneva, the pursuant to the provisions of Sections 62.22, Wisconsin Statutes.
3. This order supersedes and amends any previous order issued by the City of Lake Geneva.

Approving Authority Date

Print Name

NOTES:
THIS EXHIBIT IS A GRAPHIC REPRESENTATION AND IS FOR REFERENCE PURPOSES ONLY. REFER TO THE CONVEYANCE DOCUMENT FOR PARCEL RELATED DETAILS.

PURPOSE FOR TLES IS FOR GRADING, UNLESS OTHERWISE NOTED.

POSITION SHOWN ON THIS PLAT ARE WISCONSIN COORDINATE REFERENCE SYSTEM COORDINATES (WISCRS), WALWORTH COUNTY, NAD 83 (2011) IN US SURVEY FEET. VALUES SHOWN ARE GRID COORDINATES, GRID BEARINGS, AND DISTANCES. GRID DISTANCES MAY BE USED AS GROUND DISTANCES.

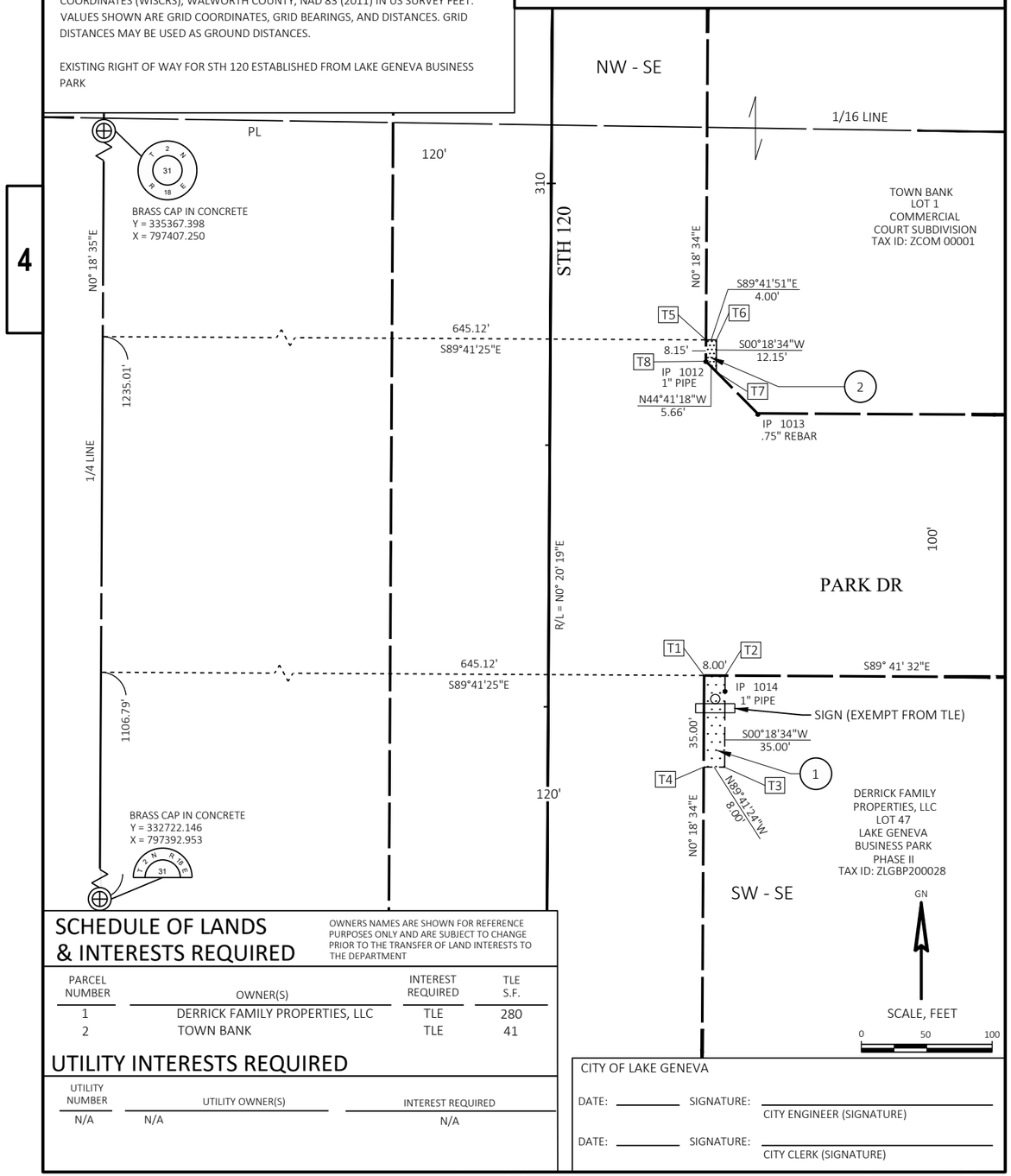
EXISTING RIGHT OF WAY FOR STH 120 ESTABLISHED FROM LAKE GENEVA BUSINESS PARK

R/W PROJECT NUMBER: 3180-07-21 | EXHIBIT NUMBER: 4.01

TLE ACQUISITION EXHIBIT
C LAKE GENEVA, EDWARDS BLVD
TOWNLINE RD TO STH 50

STH 120 — WALWORTH COUNTY

THE SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 31, TOWNSHIP 2 NORTH, RANGE 18 EAST, CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN



SCHEDULE OF LANDS & INTERESTS REQUIRED

OWNERS NAMES ARE SHOWN FOR REFERENCE PURPOSES ONLY AND ARE SUBJECT TO CHANGE PRIOR TO THE TRANSFER OF LAND INTERESTS TO THE DEPARTMENT

PARCEL NUMBER	OWNER(S)	INTEREST REQUIRED	TLE S.F.
1	DERRICK FAMILY PROPERTIES, LLC	TLE	280
2	TOWN BANK	TLE	41

UTILITY INTERESTS REQUIRED

UTILITY NUMBER	UTILITY OWNER(S)	INTEREST REQUIRED
N/A	N/A	N/A

CITY OF LAKE GENEVA

DATE: _____ SIGNATURE: _____ CITY ENGINEER (SIGNATURE)

DATE: _____ SIGNATURE: _____ CITY CLERK (SIGNATURE)

FILE NAME : 3180-07-01_040101_RP.DWG PLOT DATE : 3/19/2026 1:54 PM R/W PROJECT: 3180-07-21

NOTES:
THIS EXHIBIT IS A GRAPHIC REPRESENTATION AND IS FOR REFERENCE PURPOSES ONLY. REFER TO THE CONVEYANCE DOCUMENT FOR PARCEL RELATED DETAILS.

PURPOSE FOR TLES IS FOR GRADING, UNLESS OTHERWISE NOTED.

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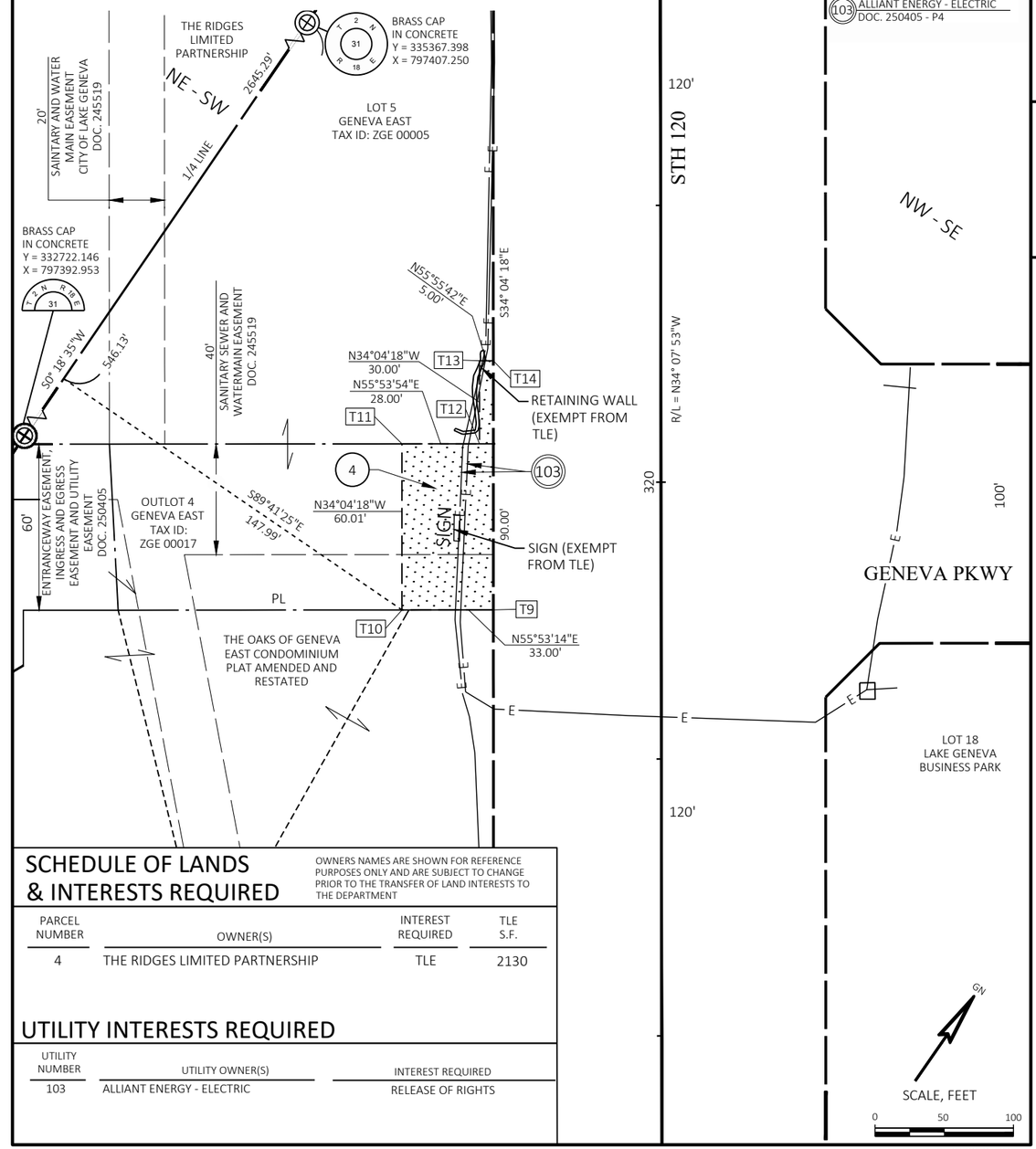
EXISTING RIGHT OF WAY FOR STH 120 ESTABLISHED FROM CSM 2010, GENEVA EAST, AND LAKE GENEVA BUSINESS PARK

R/W PROJECT NUMBER: 3180-07-21 | EXHIBIT NUMBER: 4.02

TLE ACQUISITION EXHIBIT
C LAKE GENEVA, EDWARDS BLVD
TOWNLINE RD TO STH 50

STH 120 — WALWORTH COUNTY

THE NORTHWEST 1/4 OF THE SOUTHEAST 1/4 OF SECTION 31, TOWNSHIP 2 NORTH, RANGE 18 EAST, CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN



SCHEDULE OF LANDS & INTERESTS REQUIRED

OWNERS NAMES ARE SHOWN FOR REFERENCE PURPOSES ONLY AND ARE SUBJECT TO CHANGE PRIOR TO THE TRANSFER OF LAND INTERESTS TO THE DEPARTMENT

PARCEL NUMBER	OWNER(S)	INTEREST REQUIRED	TLE S.F.
4	THE RIDGES LIMITED PARTNERSHIP	TLE	2130

UTILITY INTERESTS REQUIRED

UTILITY NUMBER	UTILITY OWNER(S)	INTEREST REQUIRED
103	ALLIANT ENERGY - ELECTRIC	RELEASE OF RIGHTS

FILE NAME : 3180-07-01_040101_RP.DWG PLOT DATE : 3/19/2026 1:54 PM R/W PROJECT: 3180-07-21

NOTES:
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PURPOSE FOR TLES IS FOR GRADING, UNLESS OTHERWISE NOTED.

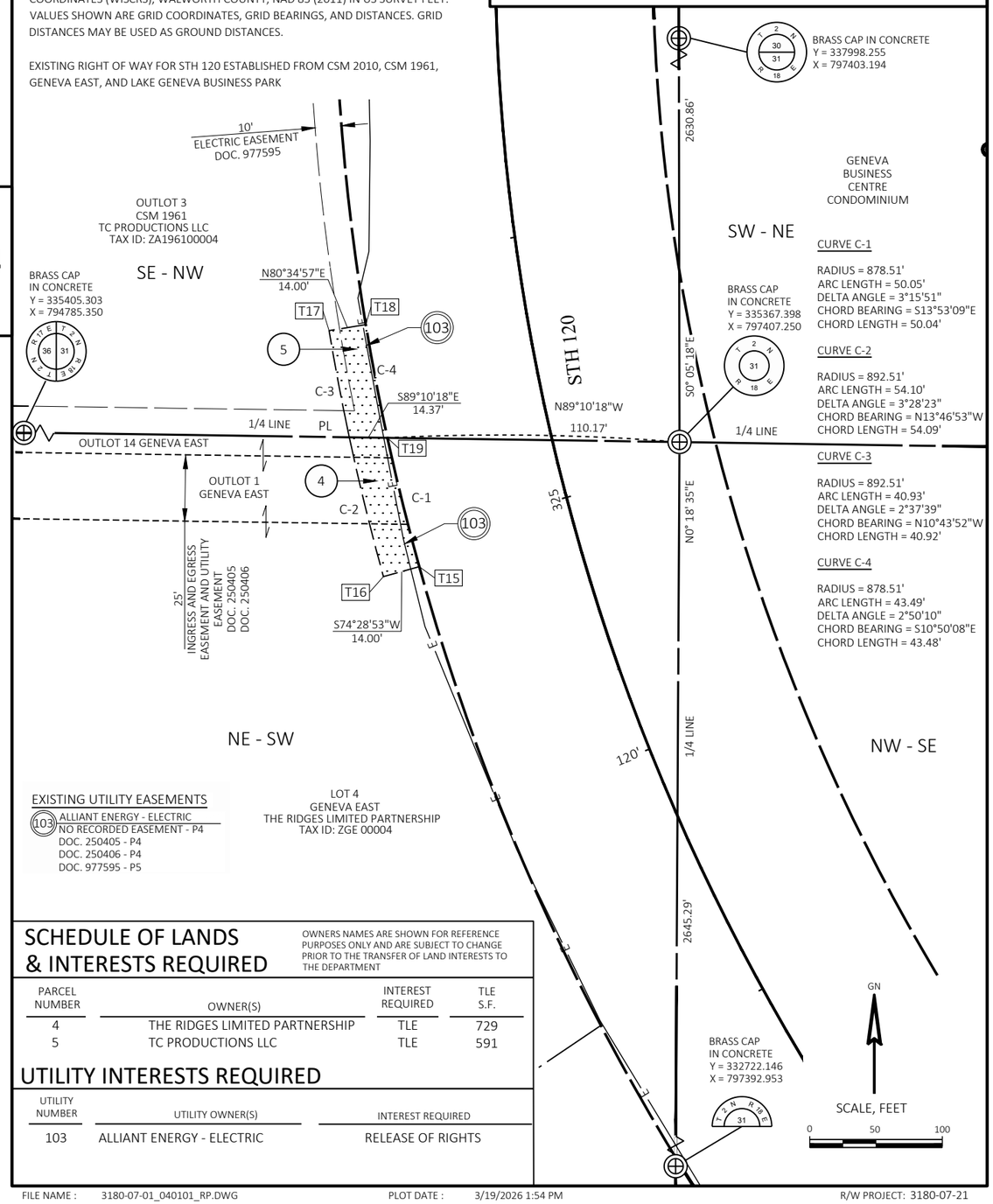
POSITION SHOWN ON THIS PLAT ARE WISCONSIN COORDINATE REFERENCE SYSTEM COORDINATES (WISCRS), WALWORTH COUNTY, NAD 83 (2011) IN US SURVEY FEET. VALUES SHOWN ARE GRID COORDINATES, GRID BEARINGS, AND DISTANCES. GRID DISTANCES MAY BE USED AS GROUND DISTANCES.

EXISTING RIGHT OF WAY FOR STH 120 ESTABLISHED FROM CSM 2010, CSM 1961, GENEVA EAST, AND LAKE GENEVA BUSINESS PARK

R/W PROJECT NUMBER: 3180-07-21	EXHIBIT NUMBER: 4.03

TLE ACQUISITION EXHIBIT
C LAKE GENEVA, EDWARDS BLVD
TOWNLINE RD TO STH 50
STH 120 WALWORTH COUNTY

THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 AND THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 31, TOWNSHIP 2 NORTH, RANGE 18 EAST, CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN



EXISTING UTILITY EASEMENTS
103 ALLIANT ENERGY - ELECTRIC
NO RECORDED EASEMENT - P4
DOC. 250405 - P4
DOC. 250406 - P4
DOC. 977595 - P5

LOT 4
GENEVA EAST
THE RIDGES LIMITED PARTNERSHIP
TAX ID: ZGE 00004

SCHEDULE OF LANDS & INTERESTS REQUIRED

OWNERS NAMES ARE SHOWN FOR REFERENCE PURPOSES ONLY AND ARE SUBJECT TO CHANGE PRIOR TO THE TRANSFER OF LAND INTERESTS TO THE DEPARTMENT

PARCEL NUMBER	OWNER(S)	INTEREST REQUIRED	TLE S.F.
4	THE RIDGES LIMITED PARTNERSHIP	TLE	729
5	TC PRODUCTIONS LLC	TLE	591

UTILITY INTERESTS REQUIRED

UTILITY NUMBER	UTILITY OWNER(S)	INTEREST REQUIRED
103	ALLIANT ENERGY - ELECTRIC	RELEASE OF RIGHTS

NOTES:
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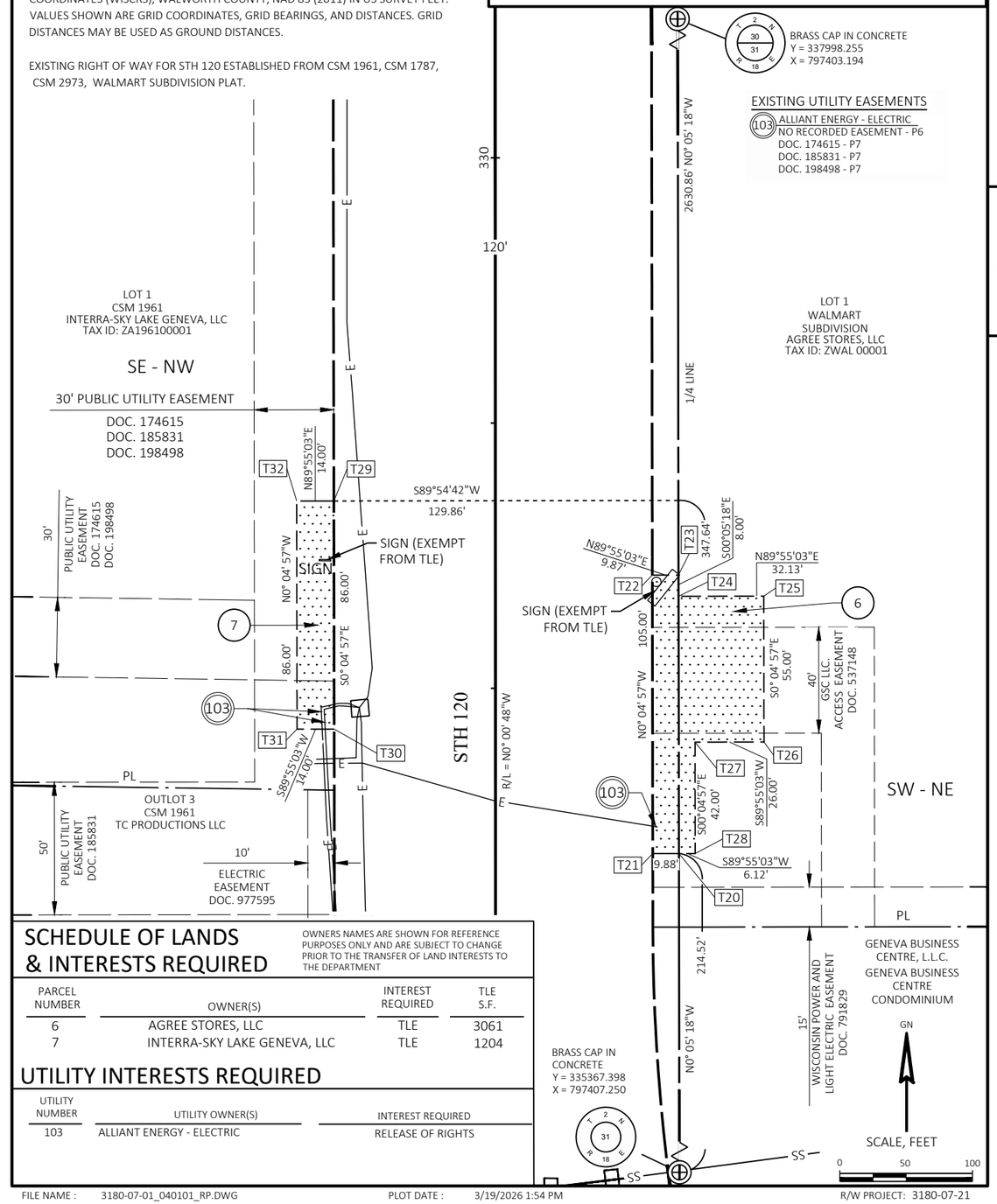
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EXISTING RIGHT OF WAY FOR STH 120 ESTABLISHED FROM CSM 1961, CSM 1787, CSM 2973, WALMART SUBDIVISION PLAT.

R/W PROJECT NUMBER: 3180-07-21	EXHIBIT NUMBER: 4.04

TLE ACQUISITION EXHIBIT
C LAKE GENEVA, EDWARDS BLVD
TOWNLINE RD TO STH 50
STH 120 WALWORTH COUNTY

THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 AND THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 31, TOWNSHIP 2 NORTH, RANGE 18 EAST, CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN



SCHEDULE OF LANDS & INTERESTS REQUIRED

OWNERS NAMES ARE SHOWN FOR REFERENCE PURPOSES ONLY AND ARE SUBJECT TO CHANGE PRIOR TO THE TRANSFER OF LAND INTERESTS TO THE DEPARTMENT

PARCEL NUMBER	OWNER(S)	INTEREST REQUIRED	TLE S.F.
6	AGREE STORES, LLC	TLE	3061
7	INTERRA-SKY LAKE GENEVA, LLC	TLE	1204

UTILITY INTERESTS REQUIRED

UTILITY NUMBER	UTILITY OWNER(S)	INTEREST REQUIRED
103	ALLIANT ENERGY - ELECTRIC	RELEASE OF RIGHTS

NOTES:
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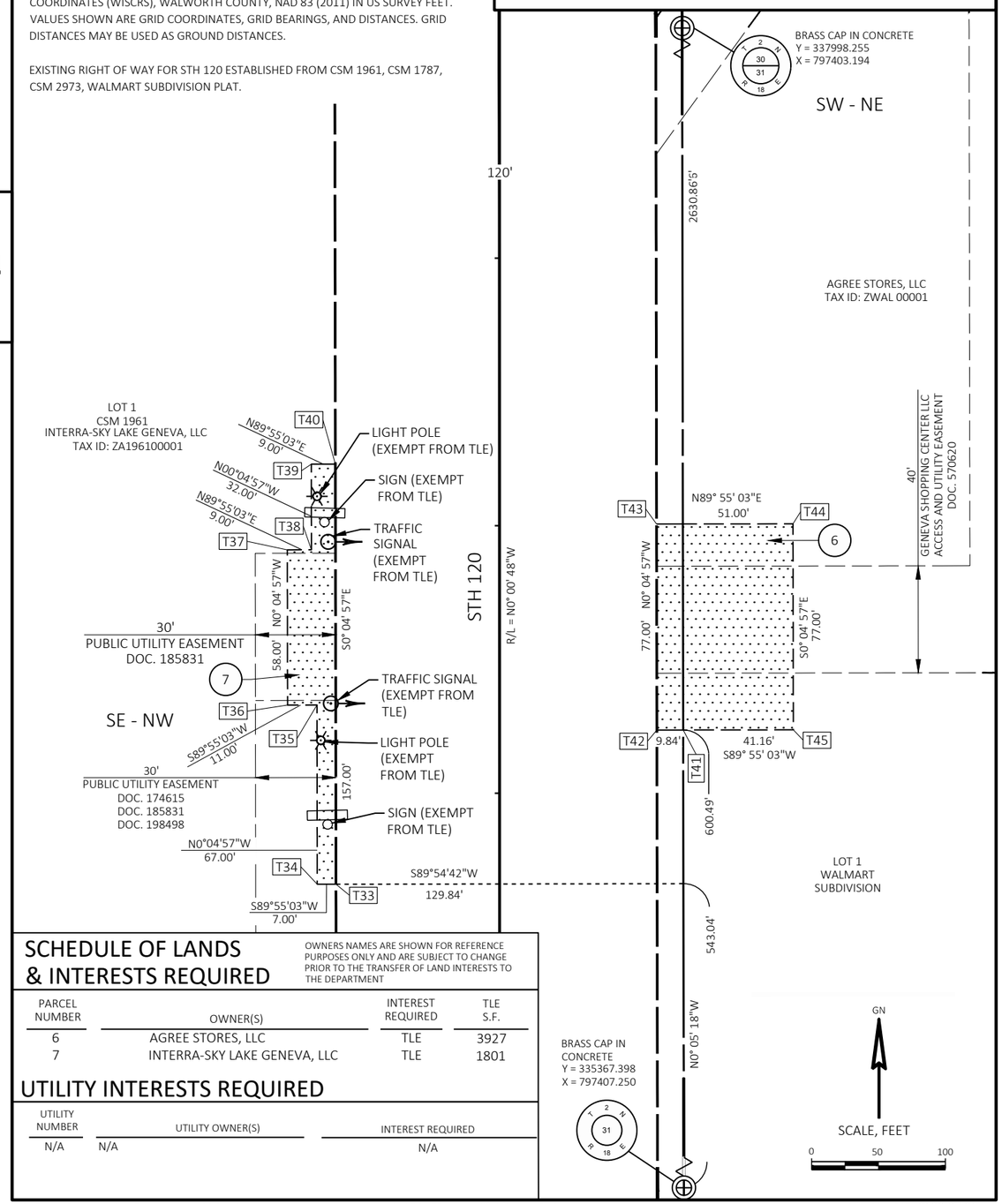
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EXISTING RIGHT OF WAY FOR STH 120 ESTABLISHED FROM CSM 1961, CSM 1787, CSM 2973, WALMART SUBDIVISION PLAT.

R/W PROJECT NUMBER: 3180-07-21 | EXHIBIT NUMBER: 4.05

TLE ACQUISITION EXHIBIT
C LAKE GENEVA, EDWARDS BLVD
TOWNLINE RD TO STH 50
STH 120 WALWORTH COUNTY

THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 AND THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 31, TOWNSHIP 2 NORTH, RANGE 18 EAST, CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN



SCHEDULE OF LANDS & INTERESTS REQUIRED

OWNERS NAMES ARE SHOWN FOR REFERENCE PURPOSES ONLY AND ARE SUBJECT TO CHANGE PRIOR TO THE TRANSFER OF LAND INTERESTS TO THE DEPARTMENT

PARCEL NUMBER	OWNER(S)	INTEREST REQUIRED	TLE S.F.
6	AGREE STORES, LLC	TLE	3927
7	INTERRA-SKY LAKE GENEVA, LLC	TLE	1801

UTILITY INTERESTS REQUIRED

UTILITY NUMBER	UTILITY OWNER(S)	INTEREST REQUIRED
N/A	N/A	N/A

FILE NAME : 3180-07-01_040101_RP.DWG PLOT DATE : 3/19/2026 1:54 PM R/W PROJECT: 3180-07-21

NOTES:
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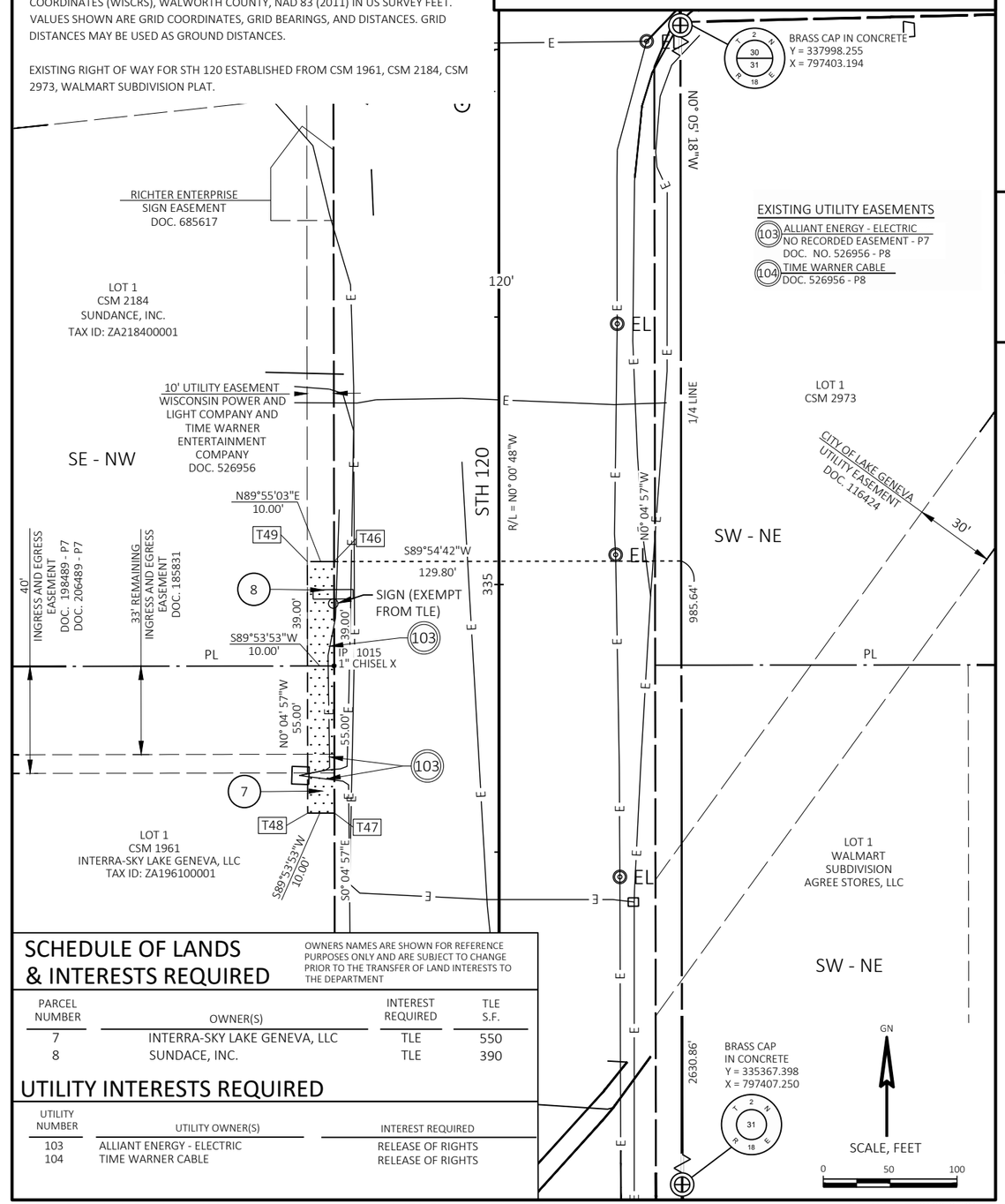
POSITION SHOWN ON THIS PLAT ARE WISCONSIN COORDINATE REFERENCE SYSTEM COORDINATES (WISCRS), WALWORTH COUNTY, NAD 83 (2011) IN US SURVEY FEET. VALUES SHOWN ARE GRID COORDINATES, GRID BEARINGS, AND DISTANCES. GRID DISTANCES MAY BE USED AS GROUND DISTANCES.

EXISTING RIGHT OF WAY FOR STH 120 ESTABLISHED FROM CSM 1961, CSM 2184, CSM 2973, WALMART SUBDIVISION PLAT.

R/W PROJECT NUMBER: 3180-07-21 | EXHIBIT NUMBER: 4.06

TLE ACQUISITION EXHIBIT
C LAKE GENEVA, EDWARDS BLVD
TOWNLINE RD TO STH 50
STH 120 WALWORTH COUNTY

THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 AND THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 OF SECTION 31, TOWNSHIP 2 NORTH, RANGE 18 EAST, CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN



SCHEDULE OF LANDS & INTERESTS REQUIRED

OWNERS NAMES ARE SHOWN FOR REFERENCE PURPOSES ONLY AND ARE SUBJECT TO CHANGE PRIOR TO THE TRANSFER OF LAND INTERESTS TO THE DEPARTMENT

PARCEL NUMBER	OWNER(S)	INTEREST REQUIRED	TLE S.F.
7	INTERRA-SKY LAKE GENEVA, LLC	TLE	550
8	SUNDACE, INC.	TLE	390

UTILITY INTERESTS REQUIRED

UTILITY NUMBER	UTILITY OWNER(S)	INTEREST REQUIRED
103	ALLIANT ENERGY - ELECTRIC	RELEASE OF RIGHTS
104	TIME WARNER CABLE	RELEASE OF RIGHTS

FILE NAME : 3180-07-01_040101_RP.DWG PLOT DATE : 3/19/2026 1:54 PM R/W PROJECT: 3180-07-21

LEGAL DESCRIPTION

A **Temporary Limited Easement** (TLE) is a right for construction purposes for grading, including the right to operate necessary equipment thereon, the right of ingress and egress, as long as required for such public purpose, including the right to preserve, protect, remove or plant thereon any vegetation the highway authorities may deem desirable. All TLEs expire at the completion of the construction project for which this instrument is given.

A parcel of land located in Lot 47 of the Lake Geneva Business Park Phase II in the Southwest 1/4 of the Southeast 1/4 of Section 31, Township 2 North, Range 18 East, City of Lake Geneva, Walworth County, Wisconsin, more particularly described as follows:

Commencing at the South 1/4 corner of said Section 31; thence North 00°18’35” East, along the west line of said Southeast 1/4, 1106.79 feet; thence South 89°41’25” East, 645.12 feet to the east right of way line of STH 120 and the Point of Beginning; thence South 89°41’32” East, along the south right of way line of Park Drive, 8.00 feet; thence South 00°18’34” West, parallel to said east right of way line, 35.00 feet; thence North 89°41’24” West, 8.00 feet to said east right of way line; thence North 00°18’34” East, along said east right of way line, 35.00 feet to the Point of Beginning.

Said Parcel contains **280 square feet**, more or less.

Existing sign is exempted from this TLE.

The above Temporary Limited Easement is to terminate upon the completion of this project or on the day the highway is open to the traveling public, whichever is later.

LEGAL DESCRIPTION

A **Temporary Limited Easement** (TLE) is a right for construction purposes for grading, including the right to operate necessary equipment thereon, the right of ingress and egress, as long as required for such public purpose, including the right to preserve, protect, remove or plant thereon any vegetation the highway authorities may deem desirable. All TLEs expire at the completion of the construction project for which this instrument is given.

A parcel of land located in Lot 1 of the Commercial Court Subdivision in the Southwest 1/4 of the Southeast 1/4 of Section 31, Township 2 North, Range 18 East, City of Lake Geneva, Walworth County, Wisconsin, more particularly described as follows:

Commencing at the South 1/4 corner of said Section 31; thence North 00°18’35” East, along the west line of said Southeast 1/4, 1235.01 feet; thence South 89°41’25” East, 645.12 feet to the east right of way line of STH 120 and the Point of Beginning; thence South 89°41’51” East, 4.00 feet; thence S 00°18’34” West, parallel to said east right of way line, 12.15 feet, to the north right of way line of Park Drive; thence North 44°41’18” West, along said north right of way line, 5.66 feet, to said east right of way line; thence North 00°18’34” East, along said east right of way line, 8.15 feet to the Point of Beginning.

Said Parcel contains **41 square feet**, more or less.

The above Temporary Limited Easement is to terminate upon the completion of this project or on the day the highway is open to the traveling public, whichever is later.

LEGAL DESCRIPTION

A **Temporary Limited Easement** (TLE) is a right for construction purposes for grading, including the right to operate necessary equipment thereon, the right of ingress and egress, as long as required for such public purpose, including the right to preserve, protect, remove or plant thereon any vegetation the highway authorities may deem desirable. All TLEs expire at the completion of the construction project for which this instrument is given.

A parcel of land located in Outlot 4 and Lot 5 of Geneva East in the Northwest 1/4 of the Southeast 1/4 of Section 31, Township 2 North, Range 18 East, City of Lake Geneva, Walworth County, Wisconsin, more particularly described as follows:

Commencing at the Center 1/4 corner of said Section 31; thence South 00°18'35" West, along the west line of said Southeast 1/4, 546.13 feet; thence South 89°41'25" East, 147.99 feet to the southeasterly line of said Outlot 4 and the Point of Beginning; thence North 34°04'18" West, parallel to the west right of way line of STH 120, 60.01 feet to the southeasterly line of said Lot 5; thence North 55°53'54" East along said southeasterly line of Lot 5, 28.00 feet; thence North 34°04'18" West, parallel to said west right of way line, 30.00 feet; thence North 55°55'42" East, to said west right of way line, 5.00 feet; thence South 34°04'18" East, along said west right of way line, 90.00 feet to said southeasterly line of Outlot 4; thence South 55°53'14" West along said southeasterly line of Outlot 4, 33.00 feet to the Point of Beginning.

Said Parcel contains **2130 square feet**, more or less.

Existing signs and retaining wall are exempted from this TLE.

Also, a parcel of land located in Outlot 1, Outlot 14 and Lot 4 of the Geneva East in the Northeast 1/4 of the Southwest 1/4 of Section 31, Township 2 North, Range 18 East, City of Lake Geneva, Walworth County, Wisconsin, more particularly described as follows:

Commencing at the Center 1/4 corner of said Section 31; thence North 89°10'18" West, along the north line of said Southwest 1/4, 110.17 feet to the west right of way line of STH 120 and the Point of Beginning; thence southerly along a curve to the left and said west right of way line of STH 120, whose radius is 878.51 feet, chord bears South 13°53'09" East, and has a chord distance of 50.04 feet; thence South 74°28'53" West, 14.00 feet; thence northerly along a curve to the right, whose radius is 892.51 feet, chord bears North 13°46'53" West, and has a chord distance of 54.09 feet to the north line of

said Outlot 14; thence South 89°10’18” East along said north line, 14.37 feet to the Point of Beginning.

Said Parcel contains **729 square feet**, more or less.

The above Temporary Limited Easement is to terminate upon the completion of this project or on the day the highway is open to the traveling public, whichever is later.

LEGAL DESCRIPTION

A **Temporary Limited Easement** (TLE) is a right for construction purposes for grading, including the right to operate necessary equipment thereon, the right of ingress and egress, as long as required for such public purpose, including the right to preserve, protect, remove or plant thereon any vegetation the highway authorities may deem desirable. All TLEs expire at the completion of the construction project for which this instrument is given.

A parcel of land located in Outlot 3 of Certified Survey Map 1961 in the Southeast 1/4 of the Northwest 1/4 of Section 31, Township 2 North, Range 18 East, City of Lake Geneva, Walworth County, Wisconsin, more particularly described as follows:

Commencing at the Center 1/4 corner of said Section 31; thence North 89°10’18” West, along the south line of said Northwest 1/4, 110.17 feet to the west right of way line of STH 120 and the Point of Beginning; thence North 89°10’18” West along the south line of said Outlot 3, 14.37 feet; thence northerly along a curve to the right whose radius is 892.51 feet, chord bears North 10°43’52” West, and has a chord distance of 40.92 feet; thence North 80°34’57” East, 14.00 feet to said west right of way line of STH 120; thence southerly along a curve to the left and said west right of way line, whose radius is 878.51 feet, chord bears South 10°50’08” East, and has a chord distance of 43.48 feet to the Point of Beginning.

Said Parcel contains **591 square feet**, more or less.

The above Temporary Limited Easement is to terminate upon the completion of this project or on the day the highway is open to the traveling public, whichever is later.

LEGAL DESCRIPTION

A **Temporary Limited Easement** (TLE) is a right for construction purposes for grading, including the right to operate necessary equipment thereon, the right of ingress and egress, as long as required for such public purpose, including the right to preserve, protect, remove or plant thereon any vegetation the highway authorities may deem desirable. All TLEs expire at the completion of the construction project for which this instrument is given.

A parcel of land located in Lot 1 of the Walmart Subdivision in the Southwest 1/4 of the Northeast 1/4 and the Southeast 1/4 of the Northwest 1/4 of Section 31, Township 2 North, Range 18 East, City of Lake Geneva, Walworth County, Wisconsin, more particularly described as follows:

Commencing at the Center 1/4 corner of said Section 31; thence North 00°05’18” West, along the west line of said Northeast 1/4, 214.52 feet to the Point of Beginning; thence South 89°55’03” West, 9.88 feet to the east right of way line of STH 120; thence North 00°04’57” West, along said east right of way line, 105.00 feet; thence North 89°55’03” East, 9.87 feet to said west line of the Northeast 1/4; thence South 00°05’18” East, along said west line of the Northeast 1/4, 8.00 feet; thence North 89°55’03” East, 32.13 feet; thence South 00°04’57” East, parallel to said east right of way, 55.00 feet; thence South 89°55’03” West, 26.00 feet; thence South 00°04’57” East, parallel to said east right of way line, 42.00 feet; thence South 89°55’03” West, 6.12 feet to the Point of Beginning.

Said Parcel contains **3061 square feet**, more or less.

Existing sign is exempted from this TLE.

Also, a parcel located in Lot 1 of the Walmart Subdivision in the Southwest 1/4 of the Northeast 1/4 and the Southeast 1/4 of the Northwest 1/4 of Section 31, Township 2 North, Range 18 East, City of Lake Geneva, Walworth County, Wisconsin, more particularly described as follows:

Commencing at the Center 1/4 corner of said Section 31; thence North 00°05’18” West, along the west line of said Northeast 1/4, 600.49 feet to the Point of Beginning; thence South 89°55’03” West, 9.84 feet to the east right of way line of STH 120; thence North 00°04’57” West, along said east right of way line, 77.00 feet; thence North 89°55’03” East, 51.00 feet; thence South 00°04’57” East, parallel to said east right of way line, 77.00 feet; thence South 89°55’03” West, 41.16 feet to the Point of Beginning.

Said Parcel contains **3927 square feet**, more or less.

The above Temporary Limited Easement is to terminate upon the completion of this project or on the day the highway is open to the traveling public, whichever is later.

LEGAL DESCRIPTION

A **Temporary Limited Easement** (TLE) is a right for construction purposes for grading, including the right to operate necessary equipment thereon, the right of ingress and egress, as long as required for such public purpose, including the right to preserve, protect, remove or plant thereon any vegetation the highway authorities may deem desirable. All TLEs expire at the completion of the construction project for which this instrument is given.

A parcel of land located in Lot 1 of Certified Survey Map 1961 in the Southeast 1/4 of the Northwest 1/4 of Section 31, Township 2 North, Range 18 East, City of Lake Geneva, Walworth County, Wisconsin, more particularly described as follows:

Commencing at the Center 1/4 corner of said Section 31; thence North 00°05’18” West, along the east line of said Northwest 1/4, 347.64 feet; thence South 89°54’42” West, 129.86 feet to the west right of way line of STH 120 and the Point of Beginning; thence South 00°04’57” East, along said west right of way line, 86.00 feet; thence South 89°55’03” West, 14.00 feet; thence North 00°04’57” West, parallel to said west right of way line, 86.00 feet; thence North 89°55’03” East, 14.00 feet to said west right of way line and the Point of Beginning.

Said Parcel contains **1204 square feet**, more or less.

Existing sign is exempted from this TLE.

Also, a parcel located in Lot 1 of Certified Survey Map 1961 in the Southeast 1/4 of the Northwest 1/4 of Section 31, Township 2 North, Range 18 East, City of Lake Geneva, Walworth County, Wisconsin, more particularly described as follows:

Commencing at the Center 1/4 corner of said Section 31; thence North 00°05’18” West, along the east line of said Northwest 1/4, 543.04 feet; thence South 89°54’42” West, 129.84 feet to the west right of way line of STH 120 and the Point of Beginning; thence South 89°55’03” West, 7.00 feet; thence North 00°04’57” West, parallel to said west right of way line, 67.00 feet; thence South 89°55’03” West, 11.00 feet; thence North 00°04’57” West, parallel to said west right of way line, 58.00 feet; thence North 89°55’03” East, 9.00 feet; thence North 00°04’57” West, parallel to said west right of way line, 32.00 feet; thence North 89°55’03” East, 9.00 feet to said west right of way line; thence South 00°04’57” East, along said west right of way line, 157.00 feet to the Point of Beginning.

Said Parcel contains **1801 square feet**, more or less.

Existing signs, light poles and traffic signals are exempted from this TLE.

Also, a parcel located in Lot 1 of Certified Survey Map 1961 in the Southeast 1/4 of the Northwest 1/4 of Section 31, Township 2 North, Range 18 East, City of Lake Geneva, Walworth County, Wisconsin, more particularly described as follows:

Commencing at the Center 1/4 corner of said Section 31; thence North 00°05’18” West, along the east line of said Northwest 1/4, 985.64 feet; thence South 89°54’42” West, 129.80 feet to the west right of way line of STH 120; thence South 00°04’57” East, along said west right of way line, 39.00 feet to the northeast corner of said Lot 1 and the Point of Beginning; thence South 00°04’57” East, along said west right of way line, 55.00 feet; thence South 89°53’53” West, 10.00 feet; thence North 00°04’57” West, parallel to said west right of way line, 55.00 feet to the north line of said Lot 1; thence North 89°53’53” East, along said north line, 10.00 feet to said west right of way line and the Point of Beginning.

Said Parcel contains **550 square feet**, more or less.

The above Temporary Limited Easement is to terminate upon the completion of this project or on the day the highway is open to the traveling public, whichever is later.

LEGAL DESCRIPTION

A **Temporary Limited Easement** (TLE) is a right for construction purposes for grading, including the right to operate necessary equipment thereon, the right of ingress and egress, as long as required for such public purpose, including the right to preserve, protect, remove or plant thereon any vegetation the highway authorities may deem desirable. All TLEs expire at the completion of the construction project for which this instrument is given.

A parcel of land located in Lot 1 of Certified Survey Map 2184 in the Southeast 1/4 of the Northwest 1/4 of Section 31, Township 2 North, Range 18 East, City of Lake Geneva, Walworth County, Wisconsin, more particularly described as follows:

Commencing at the Center 1/4 corner of said Section 31; thence North 00°05’18” West, along the east line of said Northwest 1/4, 985.64 feet; thence South 89°54’42” West, 129.80 feet to the west right of way line of STH 120 and the Point of Beginning; thence South 00°04’57” East, along said west right of way line, 39.00 feet to the south line of said Lot 1; thence South 89°53’53” West, along said south line, 10.00 feet; thence North 00°04’57” West, parallel to said west right of way line, 39.00 feet; thence North 89°55’03” East, 10.00 feet to said west right of way line and the Point of Beginning.

Said Parcel contains **390 square feet**, more or less.

Existing sign is exempted from this TLE.

The above Temporary Limited Easement is to terminate upon the completion of this project or on the day the highway is open to the traveling public, whichever is later.

ORDINANCE OF THE COMMON COUNCIL			
An ordinance amending sub-subsections (1) Business in the City of Lake Geneva, (2) Nonresident Property Owner, (4) Resident and (5) Walworth County of subsection (h) Authorized City parking stickers of Section 74-221, Parking Meters of Article VI, Traffic Code of Chapter 74, Traffic and Vehicles, of the Municipal Code of the City of Lake Geneva, Wisconsin is amended to allow sticker holders to receive free parking all day on Wednesdays, and making the number of hours of free parking on other days uniform for all stickers.			
Committee	N/A		
Fiscal Impact	N/A		
File Number	**26-07**	First Reading Second Reading	April 27, 2026

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

That sub-subsections (1) Business in the City of Lake Geneva, (2) Nonresident Property Owner, (4) Resident and (5) Walworth County of subsection (h) Authorized City parking stickers, of Section 74-221, Parking Meters of Article VI, Traffic Code of Chapter 74, Traffic and Vehicles, of the Municipal Code of the City of Lake Geneva, Wisconsin, are hereby amended to read as follows:

Sec. 74-221 Parking Meters

…

(h) Authorized City parking stickers. Parking sticker fees may be modified by the Common Council from time to time. Parking stickers are nontransferable and may become invalid if the holder loses his or her resident status by moving out of the City of Lake Geneva or Walworth County. It shall be a violation of this subsection to park in an unpaid metered stall with an expired parking sticker, park in an unpaid meter stall with a parking sticker not registered to the designated vehicle, park in an unpaid meter stall with an altered parking sticker, or park in an unpaid meter stall with the parking sticker not properly displayed, i.e., displayed on the wrong side of the windshield, taped to the windshield, or otherwise not displayed as noted on any disclaimers provided when the sticker is issued. Forfeiture for violations of this section shall be determined by resolution by the City Council from time to time.

(1) Business in the City of Lake Geneva. Any business owner holding a valid business license to operate in the City limits of Lake Geneva may purchase for a two-year period up to two City parking stickers. This sticker allows parking for up to ~~two~~ three consecutive hours per day without depositing payment in the parking station, except on Wednesdays wherein the sticker holder shall be entitled to park all day without depositing payment in the parking station. This sticker also allows for up to 10 consecutive hours per day (9:00 a.m. to 7:00 p.m.) in the 227 South Shore Drive Parking Lot I. The fee and the requirements for this sticker shall be established from time to time by resolution of the City Council.
(2) Nonresident property owner. Any person who owns a second home in the City of Lake Geneva with a vehicle registered to that person shall be eligible for a City parking sticker. This sticker allows parking for up to ~~two~~ three consecutive hours per day without depositing payment in the parking station, except on Wednesdays wherein the sticker holder shall be entitled to park all day without depositing payment in the parking station. This sticker also allows for up to 10 consecutive hours per day (9:00 a.m. to 7:00 p.m.) in the 227 South Shore Drive Parking Lot I. This sticker renews every even-numbered year. The fee and the requirements for this sticker shall be established from time to time by resolution of the City Council.

…

(4) Resident. Any person who is a resident homeowner or resident tenant eligible to vote in the City of Lake Geneva with a vehicle registered to that person at his/her City address shall be eligible for this type of parking sticker. This sticker allows parking for up to three consecutive hours per day without depositing payment

except on Wednesdays wherein the sticker holder shall be entitled to park all day without depositing payment in the parking station. This sticker also allows for up to 10 consecutive hours per day (9:00 a.m. to 7:00 p.m.) in the 227 South Shore Drive Parking Lot I. This sticker renews every even-numbered year. The fee and the requirements for this sticker shall be established from time to time by resolution of the City Council.

(5) Walworth County. Any resident of Walworth County with a vehicle registered to that person at his/her Walworth County address may purchase a City parking sticker which will allow parking for up to ~~two~~ three consecutive hours per day within the City without depositing payment, except on Wednesdays wherein the sticker holder shall be entitled to park all day without depositing payment in the parking station. This sticker also allows for up to 10 consecutive hours per day (9:00 a.m. to 7:00 p.m.) in the 227 South Shore Drive Parking Lot I. This sticker renews every even-numbered year. The fee and the requirements for this sticker shall be as established by resolution of the City Council.

This Ordinance will be reviewed by the City Council 1 year from passage.

Approved by the City of Lake Geneva Common Council on this _____ day of _____ 2026.

Council Action: ☐ **Adopted** ☐ **Failed** **Vote** _____

Mayoral Action: ☐ **Accept** ☐ **Veto**

_____

Todd Krause, Mayor Date

Attest:

_____

Lacey L. Reynolds, City Clerk Date

Save Print Clear

Form **AB-200**

Alcohol Beverage License Application

For Municipal Use Only	
Municipality	
License Period	

Application Type *(check one)*

☐ Initial (New) ☐ Renewal

License(s) Requested: (up to two boxes may be checked)

- ☐ Class "A" Beer . . . . . $ _____
- ☐ "Class A" Liquor . . . . . $ _____
- ☐ "Class A" Liquor (cider only) $ _____
- ☑ "Class C" Wine (wine only) $ _____
- ☑ Class "B" Beer . . . . . $ _____
- ☐ Regular "Class B" Liquor $ _____
- ☐ Reserve "Class B" Liquor $ _____
- ☐ Above-Quota "Class B" Liquor . . . . . $ _____

Fees	
License Fee(s)	$
Background Check Fee	$
Publication Fee	$
Total Fees	$

Part A: Premises/Business Information

1. Legal Business Name (individual name if sole proprietorship)
Simply Moore LLC

2. Business Trade Name or DBA
Board & Brush Creative Studio Lake Geneva

3. FEIN

4. Wisconsin Seller's Permit Number

5. Entity Type *(check one)*
☐ Sole Proprietor ☐ Partnership ☑ Limited Liability Company ☐ Corporation ☐ Nonprofit Organization

6. If the applicant business is an LLC, are the controlling members other LLCs or corporations? . . . . . ☐ Yes ☑ No
If yes, the members, managers, officers and directors of those business entities must be listed in Part C and provide a Form AB-100.

7. State of Organization
WI

8. Date of Organization
02/24/2026

9. Wisconsin DFI Registration Number

10. Premises Address
262 Center Street

11. City
Lake Geneva

12. State
WI

13. Zip Code
53147

14. County
Walworth

15. Governing Municipality: ☑ City ☐ Town ☐ Village
of: Lake Geneva

16. Aldermanic District
1

17. Premises Phone

18. Premises Email

19. Website
boardandbrush.com/lakege

20. Premises Description

Initial (New Applicants Only): Describe the building or buildings where alcohol beverages are produced, sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary.

Renewal Applicants Only: I am renewing a license and by checking the box following this statement, I affirm that I have reviewed the last issued license certificate and the premises description remains the same. ☐

The premises is located at 262 Center Street Lake Geneva, WI 53147 and includes a main studio room and a bathroom. The beverages will be sold, consumed, and stored in the main studio room. Records are kept at the check in desk in the main studio room where the bar area is also located.

21. Mailing Address (if different from premises address)
1154 S. Wells St. apt. 7

22. City
Lake Geneva

23. State
WI

24. Zip Code
53147

Part B: Questions

1. Has the business (sole proprietorship, partnership, limited liability company, or corporation) been convicted of violating federal or state laws or local ordinances? Exclude traffic offenses unless related to alcohol beverages. ☐ Yes ☑ No

If yes, list the details of violation below. Attach additional sheets if necessary.

Law/Ordinance Violated	Location	Trial Date
Penalty Imposed	Was sentence completed? . . . . . ☐ Yes ☐ No	
Law/Ordinance Violated	Location	Trial Date
Penalty Imposed	Was sentence completed? . . . . . ☐ Yes ☐ No	

2. Are charges for any offenses pending against the business? Exclude traffic offenses unless related to alcohol beverages. ☐ Yes ☐ No

If yes, describe the nature and status of pending charges using the space below. Attach additional sheets as needed.

3. Is the applicant business or any of its officers, directors, members, agent, employees, owners, or other related individuals or entities a restricted investor with any interest in an alcohol beverage producer or wholesaler? . . ☐ Yes ☐ No
If yes, provide the name of the restricted investor and describe the nature of the interest.

4. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit proof of completion. . . . . ☑ Yes ☐ No

5. Is the applicant business indebted to any wholesaler beyond 15 days for beer or 30 days for liquor/wine?. . . . . ☐ Yes ☑ No

6. Does the applicant business owe past due municipal property taxes, assessments, or other fees? . . . . . ☐ Yes ☑ No

Part C: Individual Information

Check each box to attest that you have provided the appropriate supplementary information to complete your application. See the instructions for Part C of this application, beginning on page 2, to complete this section.

☑ I have accurately listed and provided contact and personal information for all required persons involved in the applicant business and any business identified in Part A, Question 6 using Form AB-200AA.

☑ I have provided an accurate Form AB-100 for each person listed in Form AB-200AA.

☑ *(For corporations, limited liability companies, and nonprofit organizations only)* I have provided an accurate Form AB-101 to appoint an agent on behalf of my business.

☑ I understand that my application is not complete until this supplementary paperwork is received by the municipal clerk where I am applying for an alcohol beverage license.

Part D: Attestation

One of the following must sign and attest to this application:

• sole proprietor • one general partner of a partnership • one corporate officer • one member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000 if convicted.

Last Name	First Name	M.I.
Moore	Jourdan	N

Title	Email	Phone
Owner		

Signature	Date
Jourdan Moore	04/12/20

Part E: For Clerk Use Only

Date Application Was Filed With Clerk	License Number	Date License Granted	Date License Issued

Signature of Clerk/Deputy Clerk	Date Provisional License Issued (if applicable)

Form
AB-200AA

Alcohol Beverage License Application

Appendix A - List of Persons Involved in the Applicant Business

Application Type *(check one)*

☑ Initial (New) ☐ Renewal

License Period

Instructions

This form is required supplemental material to Form AB-200, Alcohol Beverage License Application, for new and renewal applications.

The persons holding the following titles in the applicant business and any businesses referenced in Part A, Question 6, must provide contact and personal information to determine fitness to hold an alcohol beverage license under state law:

- Sole proprietor
- All partners of a partnership
- All officers, directors, and agent of a corporation or nonprofit organization
- All members or managers, and agent of a limited liability company

Contact and personal information for persons named above must be listed in the table below and submitted with this application. Attach additional sheets if necessary.

Each person holding a title named above must submit the most accurate Form AB-100 with this application.

Corporations, nonprofit organizations, and limited liability companies must submit the most accurate Form AB-101 with this application.

*Status Definitions

New: All entries on a new application or any person added to a renewal application for the first time.

Remove: This person no longer has a relationship to the applicant business.

Update: There are changes to this person's personal or contact information, or their relationship to the applicant business.

No Change: There are no changes to this person's personal or contact information, or their relationship to the applicant business.

1. Legal Business Name (individual name if sole proprietorship)
Simply Moore LLC

2. Business Trade Name or DBA
Board & Brush Creative Studio Lake Geneva

3. FEIN
41-4536735

Listing of Persons Involved in Applicant Business

First Name and Middle Initial	Last Name	Title/Relationship to Applicant Business	Phone Number	Email	Status*
Jourdan N	Moore	Owner			New

Agenda Item Memo

City of Lake Geneva

Committee: Council
Meeting Date: May 11, 2026
Subject / Title: Temporary Wine License – BID Wine Walk
Submitted By: Clerk

Background / Request

Downtown Lake Geneva has filed a Temporary "Class B" Wine License Application for the 2026 BID Wine Walk. The organization is a qualified applicant for a temporary license, the necessary background checks have been completed, and the appointed agent is qualified to serve as an agent on an alcohol license. This application is consistent with prior years' events and staff review uncovered no issues or concerns.

Fiscal Impact / Budget

- **Estimated Cost: N/A**
- **Funding Source: N / A** (e.g., General Fund, TID, Water Utility, Grants)
- **Budget Status:** ☐ Within Budget _____ ☐ Over Budget _____

  ☐ Budget Amendment Required _____
- **GL Number: _____**

(If applicable, note grant awards, cost-sharing, or capital plan references.)

Ordinance/Policy Implications/Changes:

N/A

Recommendation:

Staff recommend approval of the Temporary "Class B" Wine license for the 2026 Wine Walk event which was previously approved at the April 27, 2026 council meeting.

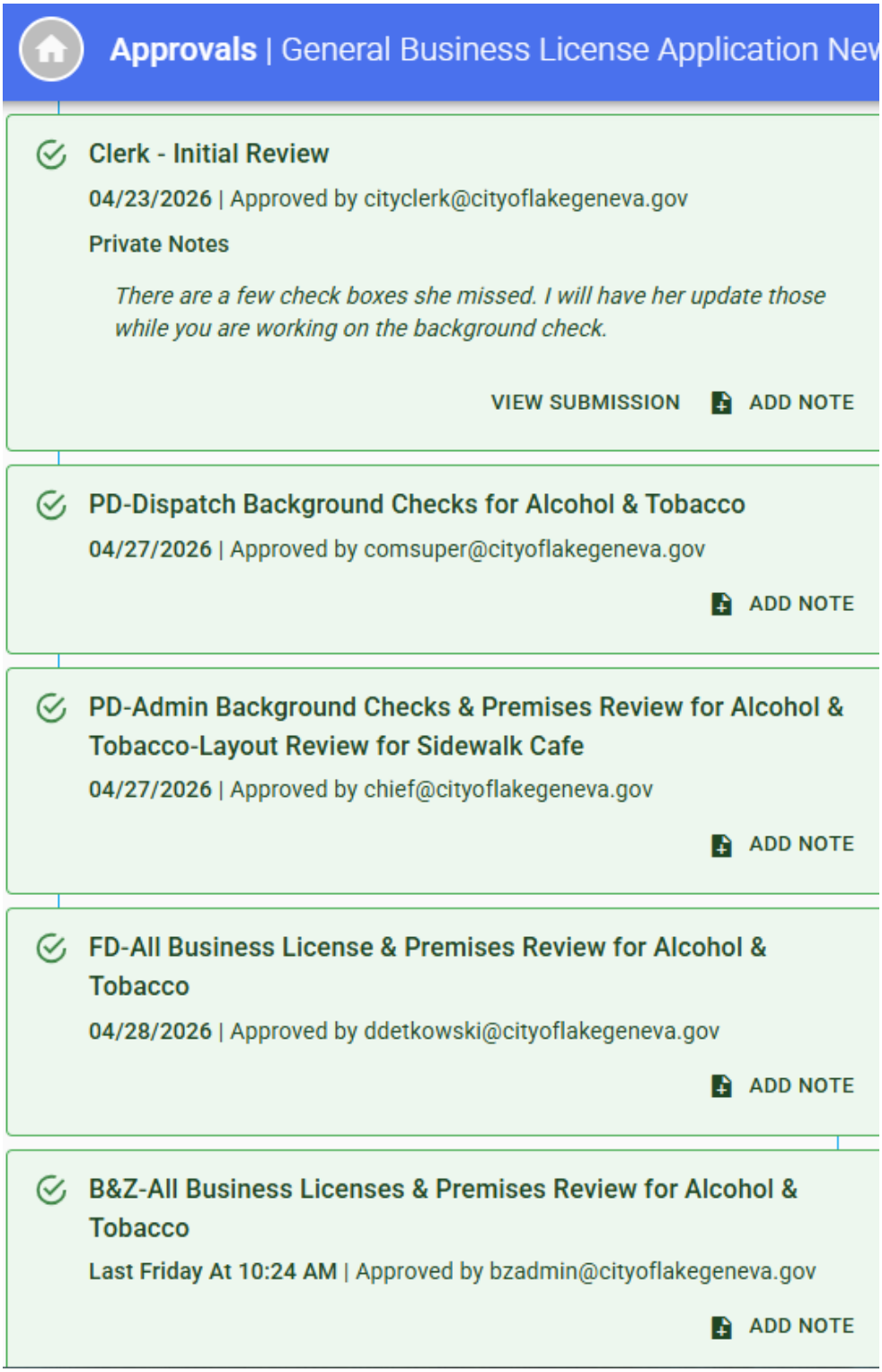
Implementation/Next Steps

Name of Committee	Date of Meeting	Original Agenda Item #	Outcome
Police Department	May 11, 2026	April 27, 2026	approved
Clerk	May 11, 20226		Recommend approval

Attachments (list any and all attachments that go with this item and memo)

AB-220 application
AB-101 agent form
2026 Spring Wine Walk Event Plan including a list of all wine stops

Reviewed by	Date:	Comments



Save Print Clear

Form **AB-220**

Temporary Alcohol Beverage License

Municipality: City of Lake Geneva

License(s) Requested		Fees	
☑ Temporary "Class B" Wine ☐ Temporary Class "B" Beer		License Fees	$
		Background Check	$
		Total Fees	$

Part A: Organization Information

1. Organization Name: Downtown Lake Geneva, Inc

2. Organization Permanent Address: [redacted]

3. [redacted] 4. State: WI [redacted]

6. Mailing Address (if different from permanent address): City of Lake Geneva Attn: Lake Geneva BID 626 Geneva Street, Lake Geneva WI 5314

7. FEIN	8. Date of Organization/Incorporation	9. State of Organization/Incorporation
	01/20/04	501c3

10. Phone [redacted] 11. Email [redacted]

12. Organization type *(check one)*

☐ Bona Fide Club ☐ Church ☐ Fair Association/Agricultural Society ☐ Veteran's Organization

☑ Lodge/Society ☐ Chamber of Commerce or similar Civic or Trade Organization under ch. 181, Wis. Stats.

13. Is this organization required to hold a Wisconsin Seller's permit? ☐ Yes ☑ No

14. Wisconsin Seller's Permit Number (if applicable)

Part B: Individual Information

List the name, title, and phone number for all officers, directors, and agent of the organization. Include an Individual Questionnaire (Form AB-100) for each person listed below. Attach additional sheets if necessary.

Corporations must also include Alcohol Beverage Appointment of Agent (Form AB-101).

Last Name	First Name	Title	Phone
Carlson	Angela	President	
Condos	Spyro	Vice President	
Schroeder	Stephen	Treasurer	
Smale Salgado	Alethea	Secretary	
Binanti	Alexandria	Director	

Continued →

Part C: Event Information

1. Name of Event (if applicable)
Downtown Lake Geneva Wine Walk

2. Dates of Operation
May 17, 2026

3. Hours of Operation
11am-4pm

4. Premises Address
Various Businesses in Downtown Lake Geneva

5. City
Lake Geneva

6. State
WI

7. Zip Code
53147

8. County
Walworth

9. Governing Municipality ☑ City ☐ Town ☐ Village
of: Lake Geneva

10. Aldermanic District
First

11. Organizer of Event (if not the named applicant)
Alexandria Binanti

12. Email and/or Phone Number for Organizer of Event
director@downtownlakegeneva.org

13. Organizer Website
downtownlakegeneva.org

14. Event Website
downtownlakegeneva.org/winewalk

15. Premises Description - Describe the building or buildings and any outside areas where alcohol beverages and records are sold, stored, or consumed, and related records are kept. Describe all rooms within the building, including living quarters. Authorized alcohol beverage activities and storage of records may occur only on the premises described in this application. Attach a map or diagram and additional sheets if necessary.

This is an annual Wine Walk where guests sample one ounce pours of wine inside designated shops. We have 20 participating businesses with a licensesd bartender pouring. Must finish or dump each sample before walking to next location.

Part D: Attestation

Who must sign this application?

- one officer or director of the nonprofit organization

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant organization and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate according to the law, including but not limited to, purchasing alcohol beverages from Wisconsin-permitted wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000 if convicted.

Last Name
Binanti

First Name
Alexandria

M.I.
M

Title

[redacted]

Phone

Signature

Date
04/21/26

Part E: For Clerk Use Only

Date Application Was Filed With Clerk

License Number

Date License Granted

Date License Issued

Signature of Clerk/Deputy Clerk

Save Print Clear

Form AB-101

Alcohol Beverage Appointment of Agent

Date

Agent Type *(check one)*

☑ Original (no fee) ☐ Successor ($10 fee for municipal licensees only)

Part A: Business Information

1. Legal Business Name (individual name if sole proprietor)
Downtown Lake Geneva Inc

2. Business Trade Name or DBA
Downtown Lake Geneva, Inc

3. Entity Type *(check one)*
☐ Limited Liability Company ☐ Corporation ☑ Nonprofit Organization

4. Alcohol Beverage Business Authorization *(check one)*
☑ Municipal Retail License ☐ State Permit

5. If successor agent, provide State Permit or Municipal Retail License Number

6. Describe the reason for appointing a successor agent, if successor is checked above.

Part B: Agent Information

1. Last Name [redacted]

2. First Name
Alexandria

3. M.I.
M

[redacted]

8. State
WI

9. [redacted]

Part C: Agent Questions

1. Have you satisfied the responsible beverage server training requirement? Submit proof of completion. ☑ Yes ☐ No

2. Have you completed Form AB-100, *Alcohol Beverage Individual Questionnaire* (licensee) or Form AB-300, *Alcohol Beverage Personal Questionnaire* (permittee)? ☑ Yes ☐ No

3. Have you been a Wisconsin resident for at least 90 continuous days? See instructions for exceptions. ☑ Yes ☐ No

Continued →

Part D: Business Attestation

READ CAREFULLY BEFORE SIGNING: I, the **Undersigned**, authorize the above-named individual to act for the above-named corporation, nonprofit organization, or limited liability company with full authority and control of the premises and of all alcohol beverage activities on such premises. I certify that I am authorized by the above-named entity to authorize this individual to act on behalf of the entity. If I am appointing a successor agent, I rescind all previous agent appointments for this premises. Further, I understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000 if convicted.

Last Name	First Name	M.I.
Binanti	Alexandria	M

Title	[redacted]

Signature	Date
Alexandria Binanti	04/21/26

Part E: Agent Attestation

READ CAREFULLY BEFORE SIGNING: I, the **Agent**, hereby accept this appointment as agent for the above-named corporation, nonprofit organization, or limited liability company and assume full responsibility for the conduct of all alcohol beverage activities on the premises for the above-named business. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than $1,000 if convicted.

Last Name	First Name	M.I.
Binanti	Alexandria	M

Signature	Date
Alexandria Binanti	04/21/26

626 Geneva Street, Lake Geneva WI 53147 | 262.716.9529 | www.downtownlakegeneva.org

Downtown Lake Geneva Spring Wine Walk
Event Plan

Date: Sunday May 17, 2026
Time: Event runs from Noon until 4PM
Check In: Saturday 4-6PM @ The Bottle Shop
Sunday 10AM-12PM @ The Bottle Shop
Intended Guests: Approximately 500 (400 general admission, 100 designated driver)

Event Overview:
This annual event is designed to bring in visitors to the downtown business improvement district to enjoy local shopping while sampling wine and enjoying small bites. The goal is to raise funds for the organization for local initiatives including future art installations downtown, assist in community projects such as the Rotary Butterfly Garden, and ultimately promote participating businesses for the opportunity of increased day-of and future sales through strategic marketing.

Tickets are sold in advance for those 21 and over at $45.00 per person; non alcohol consumption tickets are also being sold for $20.00 which will include craft sodas and snacks in lieu of wine. Wine is poured inside a retail location with a licensed bartender in the amount of one ounce samples. Only one pour per location is allowed; a passport and lanyard (punch card) designate attendees and punch off stops along the route to ensure 1 time sample. No alcohol can leave the presence of the building. Each attendee receives a passport and map of locations with rules and policies for the event at time of check in at our host location, The Bottle Shop. The BID has 27 participating locations; 18 are non-liquor licensed holders so will be applying for the Temporary Retailer's Licenses. BID are designing promotional materials listing multiple starting locations to spread out the crowd disbursement throughout the district. With a 4 hour event, we anticipate guests stopping at 50% of locations based on walking/tasting/shopping time allowance.

Wine Stop Participating Locations:

Business Name	Licensed Bartender Name	Address
700 Sage	Cassie Earles	728 Main Street
Brick & Mortar	Jordan Coutcher	832 Geneva Street

Clear Water Outdoor	Sean Payne	744 West Main Street
CR Goodfinds	Monica Steele	731 W Main Street
Delaney Street Mercantile	Cathy Stoodley	905 W Main Street
Edie Boutique	Angela Carlson	737 W Main Street
Gage Lake Life Pop-Up Store	Lauren Ryan	801 West Main Street
Gallery 223/Geneva Lake Arts Foundation	David McConnell	223 Broad Street
Hannah's by the lake	Dana Klen	772 W Main Street, Suite 103
JAYNE Boutique	Julia Maas	771 W Main Street
Lakeside Books	Alicia Boemi	830 W. Main Street
Lucca Lifestyle	TBD	711 W Main Street
Overland Sheepskin Co.	Amanda Milligan	752 W Main Street
Pink Moon Bay	TBD	717 W Main Street
Something Sweet	Kristin Dooley	235 Broad Street
The Hive	TBD	755 W Main Street
The Rabbit Hole	Christine Wendell	264 Center Street
Tres Belle Boutique	Anthony Diedrich	233 Broad Street
Twelfth & Brown	Sharon Smith	729 Main Street
Wholistic Connections	TBD	225 Broad Street

Agenda Item Memo

City of Lake Geneva

Committee: Common Council
Meeting Date: 11 May, 2026
Subject / Title: Surplus DPW/City items for Auction
Submitted By: Tom Earle

Background / Request

Surplus equipment sales to supplement the Equipment Replacement Fund.

Fiscal Impact / Budget

- **Estimated Cost: $ None**
- **Funding Source:** (e.g., General Fund, TID, Water Utility, Grants)
- **Budget Status:** ☐ Within Budget _____ ☐ Over Budget _____
  ☐ Budget Amendment Required _____
- **GL Number: _____**

(If applicable, note grant awards, cost-sharing, or capital plan references.)

Ordinance/Policy Implications/Changes:

Recommendation:

Approval of declaring surplus property to be auctioned at Wisc Surplus Auction online. Proceeds to go to Equip. Replacement Fund, typical.

Implementation/Next Steps

Name of Committee	Date of Meeting	Original Agenda Item #	Outcome
PWC	April 27,2026	Item #7	Approved
Common Council	May 11,2026		

Attachments (list any and all attachments that go with this item and memo)

List of surplus items, pictures. The tractor was added after PWC as we did not expect replacement tractor to arrive. Arrived 23 April.

Reviewed by	Date:	Comments

1

Mobile and Handheld Two-Way Radios





2009 John Deer Tractor

IH 7400 5 Yard Truck



Wright-Stander Mowers





Signs

Chairs



Agenda Item Memo

City of Lake Geneva

Committee: Common Council

Meeting Date: May 11, 2026

Subject / Title: Discussion/Recommendation regarding approval of the 2026 Joint & Crack Cleaning & Sealing Fahrner Bid In the Amount of $25,500.00

Submitted By: Tom Earle

Background / Request

Project 2026-03 was bid through a Class II bid posting. We received 2 bids, Fahrner was the lowest bid received in the amount of $25,500.00.

Fiscal Impact / Budget

- **Estimated Cost: $25,500.00**
- **Funding Source:** (e.g., General Fund, TID, Water Utility, Grants)
- **Budget Status:** ☒ Within Budget _____ ☐ Over Budget _____

  ☐ Budget Amendment Required _____
- **GL Number: 43-32-10-17010**

(If applicable, note grant awards, cost-sharing, or capital plan references.)

Ordinance/Policy Implications/Changes:

Recommendation:

Approval of the Fahrner Bid.

Implementation/Next Steps

Name of Committee	Date of Meeting	Original Agenda Item #	Outcome

Attachments (list any and all attachments that go with this item and memo)

Bid tab, Fahrner bid, Thunder Road Bid, AD

Reviewed by	Date:	Comments

1

April 22, 2026

Project 2026-03

2026 Joint and Crack Filling

Bidder	**Amount**	**Bid Bond Included**	**Addendum 1**
Thunder Road	$34,476	Yes	$0.95 per lineal foot.
Fahrner	$25,500	Yes	$0.90 per lineal foot

CONTRACT DOCUMENT

PROJECT: **2026 JOINT & CRACK CLEANING & SEALING**

OWNER: **CITY OF LAKE GENEVA DPW**
1065 CAREY STREET
LAKE GENEVA, WISCONSIN 53147 (262)248-6644

Contacts; **Tom Earle, DPW**
tearle@cityoflakegeneva.gov

Neil Waswo, Superintendent.
nwaswo@cityoflakegeneva.gov

Bid Opening: 22nd of April 2026 10:30am.
City Hall, 626 Geneva Street
Lake Geneva, WI. 2nd floor meeting room

CITY OF LAKE GENEVA
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2026 JOINT & CRACK CLEANING & SEALING

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BID BOND N/A

AGREEMENT

PERFORMANCE BOND N/A

PAYMENT BOND N/A

NOTICE OF AWARD

PREVAILING WAGE RATE DETERMINATION N/A

INSURANCE QUESTIONNAIRE & REFERENCES

OFFICIAL NOTICE TO BIDDERS

(blank)

CITY OF LAKE GENEVA
NOTICE TO BIDDERS
2026 JOINT & CRACK CLEANING & SEALING

Sealed proposals will be accepted by the City of Lake Geneva in the City Clerk's office at 626 Geneva Street, Lake Geneva, Wisconsin until 10:30am Wednesday, 22 of April 2026 for Joint & Crack Cleaning & Sealing, as specified in these bid documents.

Proposals must be sealed and submitted on proposal forms and returned clearly marked 'City of Lake Geneva 2026 Joint and Crack Filling' with name of proposer, date and time of opening. No undated, unsigned, late, incomplete, emailed or faxed proposals will be considered. The city is not responsible for late or misdirected mail or cartage therefore hand delivery is advised.

Bidders must submit pre-qualification packet prior to the opening of bids by contacting the City Clerk's office or visiting the City website. Bid will not be awarded until Pre-Qual is approved.

All bids shall be F.O.B. destination, prepaid and allowed to the Clerk's Office with no charges for packing or cartage.

The City reserves the right to reject any or all proposals and to accept any proposal deemed most advantageous to the City of Lake Geneva.

Bid documents and specifications are available by contacting the DPW office assistant at dpwoffice@cityoflakegeneva.gov or (262)248-6644. .

The City of Lake Geneva is exempt from the Federal Excise Tax and State Sales Tax; therefore, proposals should be made exclusive of these taxes. A Tax Exemption Certificate and/or Tax Exemption Registry number will be furnished to the successful proposer.

Insurance Requirements are: $1,000,000 General Liability, Worker's Compensation - Statutory Limits, $5,000,000 Employer's Liability. See pre-qualification form on website or Clerks Office.

The successful bidder shall properly hold the City of Lake Geneva harmless from all damages occurring in any way by bidders acts or negligence, or that of his employees, agents or workers. Completed Insurance questionnaire must be submitted with your proposal.

Contractor to include any clarifications to the specification in his proposal.

The proposed price shall be all-inclusive for Joint & Crack Cleaning & Sealing with no part being 'to be done by others.

City Clerk Date:

MINIMUM BID SPECIFICATION

(blank)

CITY OF LAKE GENEVA
MINIMUM BID SPECIFICATION
JOINT & CRACK CLEANING & SEALING

DESCRIPTION: This work consists of sawing or routing and cleaning cracks and joints in asphalt surfaces and then sealing these prepared cracks and joints with an approved sealing material. It also includes removal and replacement of loose sealant from earlier work/contracts. The work excludes the long joint between the asphalt pavement and concrete gutter unless specifically noted.

MATERIALS: The joint sealer shall be a material meeting requirements of ASTM D 3405. An elastic type, hot-pour sealer will be required. Or approved alternate. Material will be reheated only once and in small quantities. Prolonged heating up to six (6) hours will be permissible. The backer rod used in conjunction with this sealer shall be made of cellulose, cotton, or plastic foam. The backer rod must withstand, without damage, the high temperatures inherent to these sealers. The backer rod shall be of a size that compression is required for installation in the crack, so it maintains its position during the filling operation.

All sealant materials and separating and blocking medium shall be certified or tested and approved by the engineer before being incorporated into the work. The Contractor shall furnish a complete written statement of the origin, composition and manufacture of any or all material that are to be used in the work. Where installation procedures or any part thereof are required to be in accordance with recommendations of the manufactures of sealing compounds, the Contractor shall submit catalogue data and copies of recommendations prior to installation of the materials.

EQUIPMENT

A. Routing or sawing equipment shall be mechanical and power driven, capable of cutting the joints and cracks to the required dimensions. The router must have in-line wheels and cutting head capable of following random cracks and have depth control to insure consistent and accurate routing depths. Excessive spalling of the asphalt surface will not be permitted. Crack routing equipment will be permitted on asphalt pavement but will not be permitted on Portland Cement Concrete Pavement.

B. Two (2) air compressors will be required during asphalt crackfilling operations. They must be of sufficient size to maintain a minimum air pressure of 120 psi. and provide moisture and oil free compressed air. One compressor shall be used on asphalt pavement with an air wand to blow out the crack and clean off the road. The second shall be used with the heat lance. Note that one compressor is not of sufficient size to run both air wand and heat lance at the same time. Any request for an exception to this requirement shall be made at the time of bid including any credit.

C. Water cleaning equipment shall be used on Portland Cement Concrete Pavement and be capable of delivering water with a pressure of 2,000 psi. from a nozzle to the crack or joint being cleaned, to remove existing joint sealer, debris, and loose material from the crack or joint.

D. Sand blast equipment shall be capable of removing the existing sealant, saw slurry, silt or other foreign material from the vertical face of the crack or joint to the specified depth, leaving a clean, dry, newly exposed surface.

E. Equipment used for heating and placing the hot-pour sealant material shall be of the oil-jacketed, double-boiler type heating kettle or other thermostatically controlled equipment of a type approved by the Engineer, equipped with both agitation and re-circulation systems, capable of heating the material to 410 degrees F. and pumping the material into the prepared cracks or joints with a wand applicator.

CONSTRUCTION

A. Class I Cracks: On asphalt streets, cracks which have an average opening of 3/4" or less shall be routed or sawed to provide a minimum sealant reservoir of 3/4" width by a nominal 3/4" depth.

B. Class II Crack: Joints and cracks which do not require routing or sawing shall be considered Class II cracks. Construction joints on exposed concrete curb pans shall be considered Class II cracks and shall not require backer rod or sawing. Asphalt cracks which have an average opening greater than 3/4" will not require routing or sawing, but they shall be thoroughly cleaned of all foreign material to a depth necessary to accommodate the sealer material and the backer rod to be used. The backer rod shall be placed in the crack to a depth that provides at least 3/4" clearance above the backer rod for the sealer. The backer rod shall be dry when placed.

C. Asphalt cement concrete, Portland Cement Concrete, and foreign material resulting from crack preparation shall be cleared from the roadway by brooming, compressed air, mechanical sweeping, or other methods satisfactory to the Street Department Superintendent.

D. Cracks shall be clean and dried prior to sealing.

The entire crack reservoir shall be filled with sealant to a level even with the roadway surface. A narrow "U" shaped squeegee may be used to aid in placement of the sealant. Sealant on the roadway surface in excess of one inch on each side of the crack edge will not be acceptable.

LIMITATIONS: Crack cleaning and sealing shall be done only when the ambient air and pavement surface temperatures are above 40 degrees F. When near this minimum, additional blow torch blasting or drying time, or both, may be necessary to assure a satisfactory bond to the crack surface.

Lanes may be opened to traffic only after the sealer has been set sufficiently so it will not pick up under traffic. Powder or biodegradable paper may be applied to the sealer, but only after the sealer surface has been set so as to avoid penetration of the powder or paper into the sealer.

Cracks shall be sealed within three (3) working days after routing or sawing preparation.

METHOD OF MEASUREMENT AND AWARD: This work will be measured lump sum based upon the number of streets checked off by the contractor from the list. In the event more than one contractor can perform on all streets, the award shall be determined by the number of Type I and Type II lineal feet remaining to be performed for the City.

BASIS OF PAYMENT: This work will be paid lump sum in the amount of **$35,000.00 (Thirty five thousand dollars)**.

GUARANTEE OF WORK: Contractor shall guarantee that the cracks sealed shall remain sealed through the following three (3) winters. Contractor shall return to the project site each of the following three (3) summers and repair sealed cracks, which have lost their sealant bond at no additional cost. Failed sealed cracks will be identified by the Director of Public Works.

SUPPLEMENTAL SPECIFICATIONS

1. When filled, all asphalt-cleaned cracks shall be dried by a high-capacity blowtorch.

2. In all cases, cleaning shall include removal of vegetation from cracks.

3. All materials equipment, labor and traffic control shall be provided by the Contractor and included in the unit price bid.

4. At locations where crack sealant settles into the crack opening more than 1/4" below adjacent pavement, additional filling will be necessary.

5. A sample of sealant material to be used shall be submitted to the Engineering Division. Each batch of sealing compound delivered to the job site shall be accompanied by the manufacturer's certification stating that the sealant meets the requirement of the specifications.

Notice shall be given to the Street Department no less than 24 hours in advance of any crack filling operation. The point of contact will be Mr. Neil Waswo, Superintendent of Public Works, phone (262) 248-6644. Office hours are 6:30 A.M. to 2:00 P.M., Monday through Thursday.

6. Status reports identifying linear footage totals broken down by class types and location shall be provided in writing or email to the DPW Superintendent or Director of Public Works on a daily basis.

7. The locations of streets to be crack filled are listed in priority order and attached at the back of the contract.

8. Work hour restrictions on all City streets from **6:00 A.M. to 10:00 P.M. Work in the downtown area shall not take place after 12:00 noon on Fridays.**
9. **No work shall be allowed in the downtown area between Memorial Day and Labor Day.**

10. The Contractor may store materials and equipment at his own risk as follows: at Street Garage, 1065 Carey Street, with admittance restricted to weekdays from **6am A.M. to 2:00 P.M. Monday through Thursday.**

11. The city requires that the asphalt pavement crackfilling is completed prior to any Portland Cement Pavement.

12. Pavement joint and crackfilling shall be started **as soon as possible after notice to proceed, and complete as much of the work as practical prior to the Wednesday before Memorial Day. All work shall be completed no later than 30th June 2026 or as otherwise indicated on this bid.** Completion date may be a factor in the bid award. Extensions may be given at the discretion of the City for weather-related delays.

13. Qualifications of Contractor - The Contractor shall have been routing, cleaning and filling cracks per specifications for a minimum of 10 (ten) verifiable years.

14. Prequalification - All bidders must submit a list of five (5) previously completed crackfilling projects. Each project must have been in place for a minimum of three (3) winters.

15. On any street with a traffic signal pavement loop, the buried loops shall not be sawed or routed. It shall be cleaned with air pressure only and filled with crack filler.

16. The Contractor shall provide "Crackfilling Notice Door Hangers" and shall be responsible for placing their name and phone number on them and placing them on residence's doors one to three days prior to crackfilling work where applicable.

17. The Contractor shall maintain and utilize a mechanical street sweeper (minimum size: 16,000 GUW) at the work site to clean up debris and respond to dirt and dust complaints. Street sweeping debris may be disposed of in the Street Department yard, 1065 Carey Street, during normal working hours.

18. The Contractor shall be responsible for crackfilling all designated roadways. Temporary no parking signs may be placed at the approval of the DPW Superintendent. The Contractor shall be responsible for posting and removing the "No Parking" signs when necessary to crack fill streets.

19. Special consideration must be placed on any work on Main St as it is a State Connecting Highway. Any lane closures must be coordinated through the State DOT and City as it is also an oversize vehicle route. The State DOT provides an online form to apply for lane closures. It is the responsibility of the Contractor to coordinate the lane closure permit.

BID PROPOSAL FORM

(blank)

CITY OF LAKE GENEVA
PROPOSAL
2026 JOINT & CRACK CLEANING & SEALING

Bid opening date: 22 April 2026. 10:30am. Lake Geneva City Hall

City of Lake Geneva
City Clerk, City Hall
626 Geneva Street
Lake Geneva, WI 53147
(262) 248-3673

City Clerk:

We recognize the City of Lake Geneva will expend the lump sum amount of **$35,000.00** to clean and seal joints and cracks, in accordance with City of Lake Geneva specifications. We have reviewed the following list and attached map, taking all necessary field measurements, and have **placed an X in front of the streets that we will perform a combination of Class I and Class II joint and crack cleaning and sealing as follows:**

JOINT & CRACK CLEANING & SEALING-CLASS I & CLASS II

	Street Name	From	To
X	Ridge Rd	Linda Ln	Timber Ln
X	Ridge Rd	Timber Ln	Miller Rd
X	Timber Ln	Miller Rd	Hillcrest Dr
X	Timber Ln	Hillcrest Dr	Ridge Rd
X	Hillcrest Dr	Timber Ln	Sky Lane Dr
X	Hillcrest Dr	Sky Lane Dr	Miller Rd
X	Miller Rd	Circle Dr	E. Miller Ct
X	Miller Rd	E. Miller Ct	Hillcrest Dr
X	Miller Rd	Hillcrest Dr	W. Miller Ct
X	Sky Lane Dr	Hillcrest Dr	Farview Dr
X	Summit Dr	Sky Lane Dr	End of Rd
X	Maxwell St	Wisconsin St	Dodge St
X	Warren St	Wisconsin St	Geneva St
X	Warren St	Geneva St	Main St
X	Henry St	N. Williams St	Center St
X	Gardner St	N. Williams St	Center St
X	S. Stone Ridge Dr.	Center St	Rock Ridge Ln
X	Rock Ridge Ln	S. Stone Ridge Dr	S. Boulder Ridge Dr.
X	Stone Mill Ln	Ridgeview Ct	S. Boulder Ridge Dr.
X	Stone Mill Ln	S. Boulder Ridge Dr	S. Stone Ridge Dr.
X	Garrison Dr	Door wood Dr	Eugene Dr.
X	Baker St	Wells St	S. Lake Shore Dr.
X	Cass St	Wells St	S. Lake Shore Dr.
X	East St	Darwin St	Cass St
X	Cass St	East St	Curtis St
X	Parking Lot I Between Wells St and S. Lake Shore Dr.		
X	Parking Lot A South side of Geneva St between Cooks St and Broad St.		

Fahrner Asphalt Sealers, LLC

It is the intent that the checked list follows in priority order, but the size of some of the listed streets may necessitate skipping a street near the bottom of the list in favor of a lesser cost street.

If all streets are checked to be done for the budgeted amount, indicate the balance if any, of City funding remaining to be allocated to additional City Street crack filling.
$ 9,500.00

Work must be started within 20 days of the award.

The city of Lake Geneva will pay within (30) days of completion of job.

Completion date if different than 30th **June 2026** - Accepted

Guarantee/warranty (be specific): 1 year from installation

Product literature included. ☐ Yes ☒ No

Comments: Upon Request

We recognize the City will award this contract to the vendor whose proposal is deemed most advantageous to the City.

Respectfully Submitted,

Payment Terms:

0 % days

Net 30 days

Date: April 22, 2026

Firm: Fahrner Asphalt Sealers, LLC

Signature: Ben Lahzmeier, Vice President

Address: 316 Raemisch Road

Waunakee, WI 53597

Phone: (608) 849-6466 Fax: (608) 849-6470

A 5% Bid Bond shall be required. Amount of Bond; $ five percent of total bid amount advertisement Included; Yes X No

CITY OF LAKE GENEVA

2026 Joint & Crack Cleaning & Sealing – Various Locations

NOTICE OF AWARD

Date_____

TO:

_____

ADDRESS:

_____

Contract: City **of Lake Geneva 2026 Joint & Crack Cleaning & Sealing**
(Insert Name of Contract as it appears in the Bidding Documents.)

Project: To do Joint & Crack Cleaning & Sealing at Various Locations, Lake Geneva, WI

You are notified that your Bid dated _____ for the above Contract has been considered. You have been awarded a Contract for

2026 Joint & Crack Cleaning & Sealing -Various Locations, in Lake Geneva, WI 53147

(Indicate total Work, alternates or sections or Work awarded.)

The Contract Price of your Contract is.

Thirty-Five Thousand Dollars & No Cents
$35,000.00

Or actual price of $25,500.00 (Twenty-Five Thousand Five-Hundred Dollars & Zero Cents

ADDENDUM #1,
2026 Joint & Crack Cleaning & Sealing – Various Locations *LH
City of Lake Geneva.

1. **Curb lines.**
   a. **Curb lines shall be cleaned with compressed air and sealed at the discretion of the Superintendent.**
   b. **Contractor shall supply a per lineal foot price on curb line sealing applicable to the above 1.a.**

Price per lineal foot of curb line. $ 90¢ **per lineal foot.**

REFERENCES

1. **Name:** See attached list of references

   Contact:

   Address:

   Phone:

2. **Name:**

   Contact:

   Address:

   Phone:

3. **Name:**

   Contact:

   Address:

   Phone:

4. **Name:**

   Contact:

   Address:

   Phone:

Fahrner Asphalt Sealers, LLC
Crackfill References

Owner	Town of Linn
Work Type	Crackfill
Project # / ID	1202023402 / 1202123401 / 1202223402 / 1202323403 / 1202424404 / 1202524401
Project Title	[Year] Road Maintenance
Prime Contractor	Fahrner Asphalt Sealers LLC
Contact Name	Matt Wittum
Contact Address	PO Box 130, Zenda, WI 53195
Phone / Fax #	(815) 482-8475
Email Address	linnhighway@townoflinn.com
County / State	Walworth / Wisconsin
Contract Year	2020 / 2021 / 2022 / 2023 / 2024 / 2025
Contract Amount	$12,800.00 / $28,937.00 / $25,425.00 / $10,366.00 / $8,832.50 / $22,072.20

Owner	Wexford County Road Commission
Work Type	Crackfill
Project # / ID	4002040508 / 4002140503 / 4002240509 / 4002340520 / 4002440508 / 4002540503
Project Title	Crackfillling
Prime Contractor	Fahrner Asphalt Sealers LLC
Contact Name	Karl Hanson
Contact Address	85 W M-115, Boon, MI 49618
Phone / Fax #	(231) 775-9731
Email Address	engineer@wexfordcrc.org
County / State	Wexford / Michigan
Contract Year	2020 / 2021 / 2022 / 2023 / 2024 / 2025
Contract Amount	$74,984.00 / $112,275.15 / $112,725.78 / $97,854.30 / $145,951.58 / $94,773.88

Owner	City of Wausau
Work Type	Crackfill
Project # / ID	1102119412 / 1102219433 / 1102319423 / 1102419429 / 1102519405
Project Title	[Year] Street Sealcoating Project
Prime Contractor	Fahrner Asphalt Sealers LLC
Contact Name	Eric Lindman, P.E.
Contact Address	400 Myon St, Wausau, WI 54403-4783
Phone / Fax #	(715) 261-6740 / (715) 261-6759
Email Address	
County / State	Marathon / Wisconsin
Contract Year	2021 / 2022 / 2023 / 2024 / 2025
Contract Amount	$34,755.58 / $31,129.42 / $30,811.05 / $24,954.45 / $32,725.84

Owner	City of Madison
Work Type	Crackfill
Project # / ID	8507, 8558 / 8636, 8687 / 8731, 8732 / 8751, 8752 / 8797
Project Title	Locals, Majors / Locals
Prime Contractor	Fahrner Asphalt Sealers LLC
Contact Name	Steve Sonntag
Contact Address	210 Martin Luther King Jr Blvd, Madison, WI 53703
Phone / Fax #	(608) 266-1997
Email Address	ssonntag@cityofmadison.com
County / State	Dane / Wisconsin
Contract Year	2020 / 2022 / 2023 / 2024 / 2025
Contract Amount	$550,143.00 / $258,206.35 / $579,497.00 / $306,665.00 / $41,117.00

Owner	Mecosta County Road Commission
Work Type	Crackfill
Project # / ID	4002040502 / 4002140519 / 4002340501 / 4002440515 / 4002540518
Project Title	Crackfilling
Prime Contractor	Fahrner Asphalt Sealers LLC
Contact Name	Tim Nestle
Contact Address	120 N Dekrafft Ave, Big Rapids, MI 49307
Phone / Fax #	(231) 796-2611 / (231) 796-5287
Email Address	tnestle@mecostaroads.org
County / State	Mecosta / Michigan
Contract Year	2020 / 2021 / 2023 / 2024 / 2025
Contract Amount	$102,377.92 / $119,321.69 / $206,527.15 / $86,827.90 / $115,806.70

Fahrner Asphalt Sealers, LLC
Crackfill References

Owner	City of Spooner
Work Type	Crackfill
Project # / ID	1502052420 / 1502152408 / 1502452408
Project Title	Crackfilling
Prime Contractor	Fahrner Asphalt Sealers LLC
Contact Name	David Olson
Contact Address	PO Box 548, Spooner, WI 54801
Phone / Fax #	(715) 635-8769
Email Address	spooner.st.dept@cityofspooner.org
County / State	Washburn / Wisconsin
Contract Year	2020 / 2021 / 2024
Contract Amount	$28,674.84 / $39,000.00 / $34,818.00

Document A310™ – 2010

Conforms with The American Institute of Architects AIA Document 310

Bid Bond

CONTRACTOR:
(Name, legal status and address)

Fahrner Asphalt Sealers, L.L.C.
316 Raemisch Road
Waunakee, WI 53597

SURETY:
(Name, legal status and principal place of business)

Western Surety Company
151 North Franklin Street
Chicago, IL 60606

Mailing Address for Notices

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:
(Name, legal status and address)

City of Lake Geneva
1005 Carey street
Lake Geneva, WI 53147

BOND AMOUNT: 5% five percent of total bid amount

PROJECT:
(Name, location or address, and Project number, if any)

2026 Joint & Crack Cleaning & Sealing
City of Lake Geneva, WI 53147

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 22nd day of April, 2026

"NO CORPORATE SEAL ADOPTED"

(Witness)

Fahrner Asphalt Sealers, L.L.C.
(Principal) *(Seal)*

By: _____
(Title) Ben Linzmeier, Vice President

(Witness)

Western Surety Company
(Surety) *(Seal)*

By: _____
(Title) Haley Pflug, Attorney-in-Fact

WESTERN SURETY COMPANY CORPORATE SEAL SOUTH DAKOTA

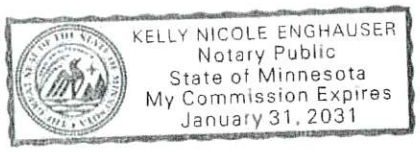
S-0054/AS 8/10

Surety Acknowledgment

State of Minnesota }
} ss.
County of Hennepin }

On this 22nd day of April 2026 before me personally came Haley Pflug, to me known, who being by me duly sworn, did depose and say that she is the Attorney-in-Fact of Western Surety Company described in and which executed the above instrument; that she knows the seal of said corporation; that the seal affixed to said instruments is such corporate seal, that it was so affixed by order of the Board of Directors of said corporation, and that she signed her name to it by like order.

Notary Public



Western Surety Company

POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

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

Laurie Pflug, Brian D Carpenter, Craig Olmstead, Jessica Hecker, Heather R. Goedtel, Michelle Halter, Kelly Nicole Enghauser, Blake S. Bohlig, Trisha Kasper, Kathryn E. Kade, Katie Rooney, Haley Pflug, Individually

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

- In Unlimited Amounts -

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

This Power of Attorney is made and executed pursuant to and by authority of the Authorizing By-Laws and Resolutions printed at the bottom of this page, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 24th day of February, 2026.

WESTERN SURETY COMPANY

Larry Kasten, Vice President

State of South Dakota }
County of Minnehaha } ss

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

My commission expires
December 4, 2031

K. WALSH
NOTARY PUBLIC
SOUTH DAKOTA

K. Walsh, Notary Public

CERTIFICATE

I, Paula Kolsrud, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Laws and Resolutions of the corporation printed below this certificate are still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 24th day of April, 2026

WESTERN SURETY COMPANY

Paula Kolsrud, Assistant Secretary

Authorizing By-Laws and Resolutions

ADOPTED BY THE SHAREHOLDERS OF WESTERN SURETY COMPANY

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

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

This Power of Attorney is signed by Larry Kasten, Vice President, who has been authorized pursuant to the above Bylaw to execute power of attorneys on behalf of Western Surety Company.

This Power of Attorney may be signed by digital signature and sealed by a digital or otherwise electronic-formatted corporate seal under and by the authority of the following Resolution adopted by the Board of Directors of the Company by unanimous written consent dated the 27th day of April, 2022:

"RESOLVED: That it is in the best interest of the Company to periodically ratify and confirm any corporate documents signed by digital signatures and to ratify and confirm the use of a digital or otherwise electronic-formatted corporate seal, each to be considered the act and deed of the Company."

Go to www.cnasurety.com > Owner / Obligee Services > Validate Bond Coverage, if you want to verify bond authenticity.

Form F4280-6-2023

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 11/24/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Willis Towers Watson Midwest, Inc. c/o 26 Century Blvd P.O. Box 305191 Nashville, TN 372305191 USA	CONTACT NAME: WTW Certificate Center PHONE (A/C, No, Ext): 1-877-945-7378 FAX (A/C, No): 1-888-467-2378 E-MAIL ADDRESS: certificates@wtwco.com
INSURED Fahrner Asphalt Sealers, LLC 316 Raemisch Road Waunakee, WI 53597	INSURER(S) AFFORDING COVERAGE / NAIC # INSURER A: Zurich American Insurance Company 16535 INSURER B: American Guarantee and Liability Insurance 26247 INSURER C: Ironshore Specialty Insurance Company 25445 INSURER D: INSURER E: INSURER F:

COVERAGES **CERTIFICATE NUMBER:** W41905492 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [ ] POLICY [X] PRO-JECT [X] LOC [ ] OTHER:			GLO 5944715 17	12/01/2025	12/01/2026	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 5,000,000 $ 500,000 $ 10,000 $ 5,000,000 $ 10,000,000 $ 10,000,000
A	AUTOMOBILE LIABILITY [X] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY			BAP 5944714 17	12/01/2025	12/01/2026	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 5,000,000 $ $ $
B	[ ] UMBRELLA LIAB [X] OCCUR [X] EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [ ] RETENTION $			SXS 0271705-08	12/01/2025	12/01/2026	EACH OCCURRENCE AGGREGATE	$ 5,000,000 $ 5,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: No If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		WC 5944716 17	12/01/2025	12/01/2026	[X] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 1,000,000 $ 1,000,000 $ 1,000,000
A	Workers Compensation and Employers Liability Per Statute			WC 5944717 17	12/01/2025	12/01/2026	EL Each Accident EL Disease - Each Emp EL Disease - Pol Lmt	$1,000,000 $1,000,000 $1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Evidence of Coverage

SEE ATTACHED

CERTIFICATE HOLDER

Evidence of Coverage

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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AIA® Document A310™ – 2010

Bid Bond

CONTRACTOR:
(Name, legal status and address)
Thunder Road, LLC
W297 S3549 Boettcher Road
Waukesha, WI 53189

SURETY:
(Name, legal status and principal place of business)
Swiss Re Corporate Solutions America Insurance Corporation
1200 Main Street, Suite 800
Kansas City, MO 64105

OWNER:
(Name, legal status and address)
City of Lake Geneva
1065 Carey St
Lake Geneva, WI 53147

BOND AMOUNT: Five Percent of the Amount Bid (5%)

PROJECT:
(Name, location or address, and Project number, if any)
2026 Joint and Crack Sealing, City of Lake Geneva, WI

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 22nd day of April, 2026

(Witness)	Thunder Road, LLC (Contractor as Principal) (Seal) (Title) owner
(Witness) Jenny L. Hirth	Swiss Re Corporate Solutions America Insurance Corporation (Surety) (Seal) (Title) Jonathan Lucas, Attorney-in-Fact

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

Init.
/

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SWISS RE CORPORATE SOLUTIONS

SWISS RE CORPORATE SOLUTIONS AMERICA INSURANCE CORPORATION ("SRCSAIC")
SWISS RE CORPORATE SOLUTIONS PREMIER INSURANCE CORPORATION ("SRCSPIC")
WESTPORT INSURANCE CORPORATION ("WIC")

GENERALPOWEROF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS, THAT SRCSAIC, a corporation duly organized and existing under laws of the State of Missouri, and having its principal office in the City of Kansas City, Missouri, and SRCSPIC, a corporation organized and existing under the laws of the State of Missouri and having its principal office in the City of Kansas City, Missouri, and WIC, organized under the laws of the State of Missouri, and having its principal office in the City of Kansas City, Missouri, each does hereby make, constitute and appoint:

PATRICK A. MCKENNA, JAY A. ZAHN, JENNY L. HIRTH, LYNN E. POTTER,
EDWARD F. SOBIESKI, CHRISTOPHER HOVDEN and JONATHAN LUCAS
JOINTLY OR SEVERALLY

Its true and lawful Attorney(s)-in-Fact, to make, execute, seal and deliver, for and on its behalf and as its act and deed, bonds or other writings obligatory in the nature of a bond on behalf of each of said Companies, as surety, on contracts of suretyship as are or may be required or permitted by law, regulation, contract or otherwise, provided that no bond or undertaking or contract or suretyship executed under this authority shall exceed the amount of:

FIFTY MILLION ($50,000,000.00) DOLLARS

This Power of Attorney is granted and is signed by facsimile under and by the authority of the following Resolutions adopted by the Boards of Directors of both SRCSAIC and SRCSPIC at meetings duly called and held on the 18th of November 2021 and WIC by written consent of its Executive Committee dated July 18, 2011.

"RESOLVED, that any two of the President, any Managing Director, any Senior Vice President, any Vice President, the Secretary or any Assistant Secretary be, and each or any of them hereby is, authorized to execute a Power of Attorney qualifying the attorney named in the given Power of Attorney to execute on behalf of the Corporation bonds, undertakings and all contracts of surety, and that each or any of them hereby is authorized to attest to the execution of any such Power of Attorney and to attach therein the seal of the Corporation: and it is

FURTHER RESOLVED, that the signature of such officers and the seal of the Corporation may be affixed to any such Power of Attorney or to any certificate relating thereto by facsimile, and any such Power of Attorney or certificate bearing such facsimile signatures or facsimile seal shall be binding upon the Corporation when so affixed and in the future with regard to any bond, undertaking or contract of surety to which it is attached."

SWISS RE CORPORATE SOLUTIONS AMERICA INSURANCE CORPORATION CORPORATE SEAL 1973 MISSOURI

SWISS RE CORPORATE SOLUTIONS PREMIER INSURANCE CORPORATION CORPORATE SEAL MISSOURI

By _____
David Satory, Senior Vice President of SRCSAIC & Senior Vice President of SRCSPIC & Senior Vice President of WIC

By _____
Gabriel Jacquez, Senior Vice President of SRCSAIC & Senior Vice President of SRCSPIC & Senior Vice President of WIC

WESTPORT INSURANCE CORPORATION CORPORATE SEAL MISSOURI

IN WITNESS WHEREOF, SRCSAIC, SRCSPIC, and WIC have caused their official seals to be hereunto affixed, and these presents to be signed by their authorized officers

this 16th day of DECEMBER, 20 25

Swiss Re Corporate Solutions America Insurance Corporation
Swiss Re Corporate Solutions Premier Insurance Corporation
Westport Insurance Corporation

State of Illinois
County of Cook ss

On this 16th day of DECEMBER, 20 25, before me, a Notary Public personally appeared David Satory, Senior Vice President of SRCSAIC and Senior Vice President of SRCSPIC and Senior Vice President of WIC and Gabriel Jacquez, Senior Vice President of SRCSAIC and Senior Vice President of SPCSPIC and Senior Vice President of WIC, personally known to me, who being by me duly sworn, acknowledged that they signed the above Power of Attorney as officers of and acknowledged said instrument to be the voluntary act and deed of their respective companies.

Karen M. Szweda, Notary

I, Jeffrey Goldberg, the duly elected Senior Vice President and Assistant Secretary of SRCSAIC and SRCSPIC and WIC, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney given by said SRCSAIC and SRCSPIC and WIC, which is still in full force and effect.
IN WITNESS WHEREOF, I have set my hand and affixed the seals of the Companies this 22nd day of April, 2026

OFFICIAL SEAL
KAREN M SZWEDA
Notary Public, State of Illinois
Commission No 978628
My Commission Expires September 26, 2027

Jeffrey Goldberg, Senior Vice President & Assistant Secretary of SRCSAIC and SRCSPIC and WIC

Thunder RD.

CONTRACT DOCUMENT

PROJECT: **2026 JOINT & CRACK CLEANING & SEALING**

OWNER: **CITY OF LAKE GENEVA DPW**
1065 CAREY STREET
LAKE GENEVA, WISCONSIN 53147 (262)248-6644

Contacts; **Tom Earle, DPW**
tearle@cityoflakegeneva.gov

Neil Waswo, Superintendent.
nwaswo@cityoflakegeneva.gov

Bid Opening: 22nd of April 2026 10:30am.
City Hall, 626 Geneva Street
Lake Geneva, WI. 2nd floor meeting room

CITY OF LAKE GENEVA
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2026 JOINT & CRACK CLEANING & SEALING

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BID BOND	N/A
AGREEMENT	
PERFORMANCE BOND	N/A
PAYMENT BOND	N/A
NOTICE OF AWARD	
PREVAILING WAGE RATE DETERMINATION	N/A
INSURANCE QUESTIONNAIRE & REFERENCES	

OFFICIAL NOTICE TO BIDDERS

(blank)

CITY OF LAKE GENEVA
NOTICE TO BIDDERS
2026 JOINT & CRACK CLEANING & SEALING

Sealed proposals will be accepted by the City of Lake Geneva in the City Clerk's office at 626 Geneva Street, Lake Geneva, Wisconsin until 10:30am Wednesday, 22 of April 2026 for Joint & Crack Cleaning & Sealing, as specified in these bid documents.

Proposals must be sealed and submitted on proposal forms and returned clearly marked 'City of Lake Geneva 2026 Joint and Crack Filling' with name of proposer, date and time of opening. No undated, unsigned, late, incomplete, emailed or faxed proposals will be considered. The city is not responsible for late or misdirected mail or cartage therefore hand delivery is advised.

Bidders must submit pre-qualification packet prior to the opening of bids by contacting the City Clerk's office or visiting the City website. Bid will not be awarded until Pre-Qual is approved.

All bids shall be F.O.B. destination, prepaid and allowed to the Clerk's Office with no charges for packing or cartage.

The City reserves the right to reject any or all proposals and to accept any proposal deemed most advantageous to the City of Lake Geneva.

Bid documents and specifications are available by contacting the DPW office assistant at dpwoffice@cityoflakegeneva.gov or (262)248-6644. .

The City of Lake Geneva is exempt from the Federal Excise Tax and State Sales Tax; therefore, proposals should be made exclusive of these taxes. A Tax Exemption Certificate and/or Tax Exemption Registry number will be furnished to the successful proposer.

Insurance Requirements are: $1,000,000 General Liability, Worker's Compensation - Statutory Limits, $5,000,000 Employer's Liability. See pre-qualification form on website or Clerks Office.

The successful bidder shall properly hold the City of Lake Geneva harmless from all damages occurring in any way by bidders acts or negligence, or that of his employees, agents or workers. Completed Insurance questionnaire must be submitted with your proposal.

Contractor to include any clarifications to the specification in his proposal.

The proposed price shall be all-inclusive for Joint & Crack Cleaning & Sealing with no part being 'to be done by others.

City Clerk Date:

BID PROPOSAL FORM

(blank)

Thunder Road LLC
W297 S3549 Boettcher Rd
Genesee, WI 53189

CITY OF LAKE GENEVA
PROPOSAL
2026 JOINT & CRACK CLEANING & SEALING

Bid opening date: 22 April 2026. 10:30am. Lake Geneva City Hall

City of Lake Geneva
City Clerk, City Hall
626 Geneva Street
Lake Geneva, WI 53147
(262) 248-3673

City Clerk:

We recognize the City of Lake Geneva will expend the lump sum amount of **$35,000.00** to clean and seal joints and cracks, in accordance with City of Lake Geneva specifications. We have reviewed the following list and attached map, taking all necessary field measurements, and have **placed an X in front of the streets that we will perform a combination of Class I and Class II joint and crack cleaning and sealing as follows:**

JOINT & CRACK CLEANING & SEALING-CLASS I & CLASS II

	Street Name	From	To
__x____	Ridge Rd	Linda Ln	Timber Ln
__x____	Ridge Rd	Timber Ln	Miller Rd
__x____	Timber Ln	Miller Rd	Hillcrest Dr
__x____	Timber Ln	Hillcrest Dr	Ridge Rd
__x____	Hillcrest Dr	Timber Ln	Sky Lane Dr
__x____	Hillcrest Dr	Sky Lane Dr	Miller Rd
__x____	Miller Rd	Circle Dr	E. Miller Ct
__x____	Miller Rd	E. Miller Ct	Hillcrest Dr
__x____	Miller Rd	Hillcrest Dr	W. Miller Ct
__x____	Sky Lane Dr	Hillcrest Dr	Farview Dr
__x____	Summit Dr	Sky Lane Dr	End of Rd
__x____	Maxwell St	Wisconsin St	Dodge St
__x____	Warren St	Wisconsin St	Geneva St
__x____	Warren St	Geneva St	Main St
__x____	Henry St	N. Williams St	Center St
__x____	Gardner St	N. Williams St	Center St
__x____	S. Stone Ridge Dr.	Center St	Rock Ridge Ln
__x____	Rock Ridge Ln	S. Stone Ridge Dr	S. Boulder Ridge Dr.
__x____	Stone Mill Ln	Ridgeview Ct	S. Boulder Ridge Dr.
_x_____	Stone Mill Ln	S. Boulder Ridge Dr	S. Stone Ridge Dr.
__x____	Garrison Dr	Door wood Dr	Eugene Dr.
__x____	Baker St	Wells St	S. Lake Shore Dr.
__x____	Cass St	Wells St	S. Lake Shore Dr.
__x____	East St	Darwin St	Cass St
__x____	Cass St	East St	Curtis St
__x____	Parking Lot I Between Wells St and S. Lake Shore Dr.		
__x____	Parking Lot A South side of Geneva St between Cooks St and Broad St.		

It is the intent that the checked list follows in priority order, but the size of some of the listed streets may necessitate skipping a street near the bottom of the list in favor of a lesser cost street.

If all streets are checked to be done for the budgeted amount, indicate the balance if any, of City funding remaining to be allocated to additional City Street crack filling.
$____$524.00_____

Work must be started within 20 days of the award.

The city of Lake Geneva will pay within (30) days of completion of job.

Completion date if different than 30th **June 2026**_____

Guarantee/warranty (be specific):____3 Years_____

Product literature included. ☒ X Yes ☐ No

Comments:___MATERIAL: Crafco Roadsavor 221_____

We recognize the City will award this contract to the vendor whose proposal is deemed most advantageous to the City.

Respectfully Submitted,

Payment Terms:
____na____

~~____% days~~

~~Net____days~~

Date:__4/22/26_____

Firm:__Thunder Road LLC_____

Signature:_____

Address: W297S3549 Boettcher Road

Waukesha Wi, 5318

Phone: 262-490-7181 Fax: 866-462-4293

A 5% Bid Bond shall be required. Amount of Bond; $__See attached
Included; (Yes)____ No____

11.

AGREEMENT

THIS AGREEMENT is dated as of the _____ day of _____ in the year 2026 by and between City of Lake Geneva (hereinafter called OWNER) and _____ (hereinafter called CONTRACTOR).

OWNER and CONTRACTOR, in consideration of the mutual covenants hereinafter set forth, agree as follows:

ARTICLE 1. WORK

1.1 CONTRACTOR shall assume all duties and responsibilities and complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows:

The 2026 Joint & Crack Cleaning & Sealing -Various Locations in Lake Geneva, WI, in accordance with the plans and specifications and as required.

1.2 The Project for which the Work under the Contract Documents may be the whole or only a part of is generally described as follows:

2026 JOINT & CRACK CLEANING & SEALING
CITY OF LAKE GENEVA
WALWORTH COUNTY, WISCONSIN

ARTICLE 2. ENGINEER

2.1 The Project has been designed by the City of Lake Geneva and its Director of Public Works or his designee who is hereinafter called OWNER and OWNER'S representative and assumes all duties and responsibilities and have the rights and authority assigned to OWNER in the Contract Documents in connection with completion of the Work in accordance with the Contract Documents.

ARTICLE 3. CONTRACT TIMES

3.1 The Work will be substantially completed and operational and ready for final payment in accordance with Item 12 of the Minimum Bid Specification no later than **June 30th, 2026. It is the hope of the city that the Contractor may start the work as soon as possible after award and complete as much of the work as weather permits prior to winter.**

3.2 **Liquidated Damages.** OWNER and CONTRACTOR recognize that time is of the essence of this Agreement and that OWNER will suffer financial loss if the Work is not completed within the times specified in Paragraph 3.1 above, plus any extension thereof allowed in accordance with Paragraph 3.1 noted above. They also recognize that delays, expense and difficulties involved in proving in a legal or arbitration preceding the actual loss suffered by OWNER if the Work is

not completed on time. Accordingly, instead of requiring any such proof, OWNER and CONTRACTOR agree that as liquidated damages for delay (but not as a penalty) CONTRACTOR shall pay OWNER $500.00, for each day that expires after the time specified in
Paragraph 3.1 of Article 3 above for Substantial Completion until the Work is substantially complete.

3.3 Permitting CONTRACTOR or Surety to continue and finish the Work or any part of the Work after the times specified for completion, or after the date to which the times for completion may have been extended, shall in no way operate as a waiver on the part of OWNER of its rights under the Contract.

ARTICLE 4. CONTRACT PRICE

4.1 OWNER shall pay CONTRACTOR for the completion of the Work in accordance with the Contract Documents in current funds as shown in the Lump Sum Base Bid in the Bid Form in the amount of **Thirty-five Thousand Dollars & No Cents ($35,000.00) or actual lesser price.**

ARTICLE 5. PAYMENT PROCEDURES

5.1 THE CONTRACTOR shall submit Applications for Payment in accordance with the General Conditions. Applications for Payment will be processed by OWNER as provided in the General Conditions.

Progress Payments:

5.2 OWNER will make monthly progress payments on account of the Contract Price on the basis of CONTRACTOR'S Applications for Payment as recommended by DPW Superintendent each month during construction as provided below. All progress payments will be on the basis of the progress of Work measured by the schedule of values established in the General Conditions (and in the case of Unit Price Work based on the number of units completed).

Retainage:

5.2.1 After each Application for Payment has been found acceptable by DPW, OWNER will pay 90% of the estimated value less any previous payments to CONTRACTOR until the Project is 50% complete. At 50% completion, further progress payments will be made in full to CONTRACTOR and no additional amounts will be retained unless OWNER determines that the character and progress of the Work is not proceeding satisfactorily. Amounts previously retained shall not be paid to the CONTRACTOR. At 50% completion or any time thereafter when the character and progress of the Work is not satisfactory, additional amounts may be retained but in no event shall the total retainage be more than 10% of the value of the Work completed.

5.2.2 Upon Substantial Completion of the Work, the amount retained may be reduced. When the Work has been Substantially Completed except for Work which cannot be completed because of weather conditions, lack of materials or other reasons which, in the judgment of OWNER are valid reasons for non-completion, OWNER may make additional payments, retaining at all times an amount sufficient to cover the estimated cost of the work still to be completed or corrected.

Final Payment:

5.3 Upon final completion and acceptance of the Work in accordance with the General Conditions, the Owner shall pay the remainder of the Contract Price as recommended by DPW as provided in said General Conditions.

ARTICLE 6. CONTRACTOR'S REPRESENTATIONS

6.1 CONTRACTOR has examined and carefully studied the Contract Documents (including the Addenda) and the other related data identified in the Bidding Documents including "technical data."

6.2 CONTRACTOR has visited the site and become familiar with and is satisfied as to the general, local, and site conditions that may affect cost, progress, performance and furnishing of the Work.

6.3 CONTRACTOR is familiar with and is satisfied to all federal, state, and local Laws and Regulations that may affect cost, progress, performance, and furnishing of the Work.

6.4 CONTRACTOR has obtained and carefully studied (or assumes responsibility for having done so) all such examinations, investigations, explorations, tests, studies, and data concerning conditions (surface, subsurface, and Underground Facilities) at or contiguous to the site or otherwise which may affect cost, progress, performance or furnishing of the Work or which relate to any aspect of the means, methods, techniques, sequences, and procedures of construction to be employed by CONTRACTOR and safety precautions and programs incident thereto. CONTRACTOR does not consider that any additional examinations, investigations, explorations, tests, studies, or data are necessary for the performance and furnishing of the Work at the Contract Price, within the Contract Times and in accordance with the other terms and conditions of the Contract Documents.

6.5 The CONTRACTOR is aware of the general nature of work to be performed by OWNER and others at the site that relates to the Work as indicated in the Contract Documents.

6.6 CONTRACTOR has correlated the information known to CONTRACTOR, information and observations obtained from visits to the site, reports, and drawings identified in the Contract Documents and all additional examinations, investigations, explorations, tests, studies and data with the Contract Documents.

6.7 CONTRACTOR has given DPW written notice of all conflicts, errors, ambiguities or discrepancies that CONTRACTOR had discovered in the Contract Documents and the written resolution thereof by DPW is acceptable to CONTRACTOR, and the Contract Documents are generally sufficient to indicated and convey understanding of all terms and conditions for performance and furnishing of the Work.

6.8 CONTRACTOR hereby covenants and agrees to pay all claims for labor performed and materials furnished, used or consumed in performing under this Agreement including, without limitations because of enumeration, fuel, lumber, building materials, machinery, vehicles, tractors, equipment, fixtures, apparatus, tools, appliances, supplies, electric energy, gasoline, motor oil, lubricating oil, greases, state imposed taxes, premiums for workers compensation insurance, and contributions for unemployment insurance.

6.9 CONTRACTOR agrees, to the extent practicable, to maintain a list of all subcontractors and suppliers performing labor or furnishing material under this Agreement.

ARTICLE 7. CONTRACT DOCUMENTS

The Contract Documents, which comprise the entire Agreement between OWNER and CONTRACTOR concerning the Work consist of the following:

7.1 This Agreement.

7.2 Exhibits to this Agreement. (Copy of entire Bid Form, etc.)

7.3 Performance, Payment and other Bonds (Not Applicable).

7.4 Notice of Award.

7.5 Notice to Proceed. (Issued separately)

7.6 General Conditions.

7.7 Specifications. (Also Known as Minimum Bid Specifications).

7.8 Wage Rate Requirements (Not Applicable).

7.9 Other Appendix items consisting of the plans and pages listed.

7.10 Drawings (Crackfilling Map).

7.11 Local Forms.

7.12 The following which may be delivered or issued after the Effective Date of the Agreement and are not attached hereto: All written Amendments and other documents amending, modifying or supplementing the Contract Documents pursuant to the General Conditions.

The documents listed in Article 7 above are attached to this Agreement (except as expressly noted otherwise above.)

There are no Contract Documents other than those listed above in this Article 7. The Contract Documents may only be amended, modified or supplemented as provided in the General Conditions.

ARTICLE 8. INSURANCE

8.1 The Contractor hereby agrees to assume and bear all risk of damage to, failure of the work under this contract, and all risks of any accident to any person or to the property of any person, from whatsoever cause arising due to operations under this contract, until the work herein provided for shall have been fully completed and accepted by the City.

8.2 The Contractor shall provide and pay for Public Liability, Property Damage and Workmen's Compensation Insurance with the following minimum limits of liability approved by the Utility Commission:

8.2.1 Workmen's Compensation and Employer's Liability.
Liability limits shall not be less than:

(1)	Workmen's Compensation	Statutory
(2)	Employer's Liability	$100,000 Each Occurrence

8.2.2 Comprehensive Motor Vehicle Liability
Liability limits shall not be less than:

(1)	Bodily Injury	$ 500,000 Per Person $1,000,000 Each Occurrence
(2)	Property Damage	$ 250,000 Each Occurrence

8.2.3 Comprehensive General Liability
Liability limits shall be not less than:

(1)	Personal Injury	$1,000,000 Aggregate
(2)	Bodily Injury	$ 500,000 Each Occurrence $5,000,000 Aggregate
(3)	Property Damage	$ 250,000 Each Occurrence

(4) Completed Operations and Products Liability coverage for life of the Contract and maintain coverage for one (1) year after final acceptance. by the Utility Commission.

(5) Named insured for this policy shall be CITY OF LAKE GENEVA.

8.2.4 Owner's Protective Liability (Independent Contractors Insurance)
Liability limits shall not be less than:

(1)	Bodily Injury	$ 500,000 Each Occurrence
(2)	Property Damage	$ 250,000 Each Occurrence $ 250,000 Aggregate

8.2.5 Umbrella Excess Liability

(1) The liability limits shall not be less than:
$1,000,000 Each Occurrence

8.3 The City shall be free and clear of any liabilities, including attorney's fees, and all other encumbrances resulting from all project-related claims.

ARTICLE 9. MISCELLANEOUS

9.1 All references to the General Conditions in any Contract Document shall be interpreted to include reference to any corresponding Supplementary Conditions, whether stated or unstated in such reference.

9.2 Terms used in this Agreement which are defined in the General Conditions will have the meanings indicated in the General Conditions.

9.3 No assignment by a party hereto of any rights under or interests in the Contract Documents will be binding on another party hereto without the written consent of the party sought to be bound; and specifically but without limitation, moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

9.4 OWNER and CONTRACTOR each bind itself, its partners, successors, assigns and legal representatives to the other party hereto, its partners, successors, assigns and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

IN WITNESS WHEREOF, OWNER and CONTRACTOR have signed this Agreement. One counterpart each has been delivered to OWNER/ENGINEER and CONTRACTOR. All portions of the Contract Documents have been signed, initialed or identified by OWNER and CONTRACTOR.

This Agreement will be effective on _____ 2026, (which is the effective Date of the Agreement).

Attest: _____
(CONTRACTOR)

_____ _____
(Signature) printed name

Address of Contractor/proposer
_____

_____ (If CONTRACTOR is a corporation, attach evidence of authority to sign.)

Contractor phone *and*
*email*_____

CONTRACTOR'S License No. _____ (If required by state or municipal law)

Attest:_____ _____
City Clerk Mayor

Address for giving notices:
626 Geneva Street

Lake Geneva, WI 53147

In accordance with the requirements of Wis. Statute 62.15(12), I hereby certify that sufficient funds are available to pay the liability that will accrue hereunder.

_____
City of Lake Geneva Comptroller, Ms. Laura Pisarcik

CITY OF LAKE GENEVA

2026 Joint & Crack Cleaning & Sealing – Various Locations

NOTICE OF AWARD

Date_____

TO:

_____

ADDRESS:

_____

Contract: City **of Lake Geneva 2026 Joint & Crack Cleaning & Sealing**
(Insert Name of Contract as it appears in the Bidding Documents.)

Project: To do Joint & Crack Cleaning & Sealing at Various Locations, Lake Geneva, WI

You are notified that your Bid dated _____ for the above Contract has been considered. You have been awarded a Contract for

2026 Joint & Crack Cleaning & Sealing -Various Locations, in Lake Geneva, WI 53147

(Indicate total Work, alternates or sections or Work awarded.)

The Contract Price of your Contract is.

Thirty-Five Thousand Dollars & No Cents
$35,000.00

Or actual price of $_____$ 34, 476.00_____=

ADDENDUM #1,
2026 Joint & Crack Cleaning & Sealing – Various Locations
City of Lake Geneva.

1. **Curb lines.**
   a. **Curb lines shall be cleaned with compressed air and sealed at the discretion of the Superintendent.**
   b. **Contractor shall supply a per lineal foot price on curb line sealing applicable to the above 1.a.**

Price per lineal foot of curb line. **$_____.95_____per lineal foot.**

Thunder Road LLC
W297 S3549 Boettcher Rd
Genesee, WI 53189

REFERENCES **(See attached)**

1. **Name:**

   Contact:

   Address:

   Phone:

2. **Name:**

   Contact:

   Address:

   Phone:

3. **Name:**

   Contact:

   Address:

   Phone:

4. **Name:**

   Contact:

   Address:

   Phone:

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www.crafco.com

PRODUCT DATA SHEET

ROADSAVER 221

PART NO. 34221

OCTOBER 2021

READ BEFORE USING THIS PRODUCT

GENERAL

Crafco RoadSaver 221 sealant is a hot-applied asphalt-based product used to seal and fill cracks and joints in asphalt or Portland cement concrete pavements in hot to cold climates. RoadSaver 221 is supplied in solid form which when melted and properly applied forms a resilient, adhesive, and flexible compound that resists cracking in the winter and is resistant to flow and pick-up at summer temperatures. RoadSaver 221 is used in highway, street, and airfield pavements and is applied to pavement cracks and joints using either pressure feed Melter applicators or pour pots. At application temperature RoadSaver 221 is a free flowing, self-leveling product. RoadSaver 221 is a widely used, excellent performing sealant that has been a quality Crafco product for over 30 years. VOC = 0 g/l.

SPECIFICATION CONFORMANCE

RoadSaver 221 meets all requirement of ASTM D6690 (AASHTO M324), Type II, "Joint and Crack Sealants, Hot-Applied, for Concrete and Asphalt Pavements", (formerly ASTM D3405 and AASHTO M301). It also exceeds requirements of ASTM D6690 (AASHTO M324), Type I, (formerly ASTM D1190, AASHTO M173), and Federal Specification SS-S-164.

	ASTM D6690 (AASHTO M324)
Test	Type II Spec. Limits
Cone Penetration	90 max.
Softening Point	176 °F (80 °C) min.
Resilience	60% min.
Bond, -20 °F (-29 °C), 50% ext.	Pass 3 cycles
Asphalt Compatibility	Compatible
Minimum Application Temperature	380 °F (193 °C)
Maximum Heating Temperature	400 °F (204 °C)

INSTALLATION

The unit weight of Crafco RoadSaver 221 is 10.5 lbs. per gallon (1.26 kg/L) at 60 °F (15.5 °C). Prior to use, the user must read and follow Installation Instructions for Hot-Applied RoadSaver, PolyFlex, Parking Lot and Asphalt Rubber Products to verify proper product selection, heating methods, pavement preparation procedures, application geometry, usage precautions and safety procedures. These instructions are provided with each pallet of product.

PACKAGING

Product is supplied in either cardboard boxes, or in meltable boxless packaging. Both package types are labeled in accordance with OSHA, GHS, and specification requirements; are sold by net weight; are interlock stacked on 48 x 40 in. (122 x 102 cm) 4-way pallets; can be stored outside; and are covered with a weather resistant pallet cover and 2 layers of UV protected stretch wrap.

- **BOX** packaging consists of cardboard boxes containing 30 lbs. (13.6 kg) of product with 75 boxes per pallet, weighing approximately 2250 lbs. (1020 kg). Boxes contain a quick melting release film for easy removal and are taped closed, without any staples.
- **Meltable** packaging consists of approximately 30 lbs. (13.6 kg) completely meltable packages that are interlock stacked on pallets. To use, the pallet wrap is removed, and individual blocks are placed in the Melter. There are no individual cardboard boxes to open, empty, handle, or dispose of. Meltable packaging quickly melts into the product without affecting specification conformance. Meltable packaged sealant products are sold by the pallet only and individual packages are not indented for sale. For more details on meltable packaging go to https://crafco.com/materials-documentation/

WARRANTY

CRAFCO, Inc. warrants that CRAFCO products meet applicable ASTM, AASHTO, Federal or State specifications at time of shipment. Techniques used for the preparation of the cracks and joints prior to sealing or filling are beyond our control as are the use and application of the products; therefore, Crafco shall not be responsible for improperly applied or misused products. Remedies against Crafco, Inc., as agreed to by Crafco, are limited to replacing nonconforming product or refund (full or partial) of purchase price from Crafco, Inc. All claims for breach of this warranty must be made within three (3) months of the date of use or twelve (12) months from the date of delivery by Crafco, Inc. whichever is earlier. There shall be no other warranties expressed or implied. **For optimum performance, follow Crafco recommendations for product installation.**

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 4/29/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER

R&R Insurance Services, Inc.
P.O. Box 1610
Waukesha, WI 53187-1610

CONTACT NAME: Christine Miramontes
PHONE (A/C, No, Ext): (262)574-7000 FAX (A/C, No): (262)574-7080
E-MAIL ADDRESS: Christine.Miramontes@rrins.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A: The Continental Insurance Company	35289
INSURER B: Continental Casualty Company	20443
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

INSURED

Thunder Road LLC
W297 S3649 Boettcher Rd
Waukesha, WI 53189

COVERAGES **CERTIFICATE NUMBER:** 629807 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [ ] POLICY [X] PRO-JECT [ ] LOC OTHER:			7064430349	05-01-2025	05-01-2026	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 2,000,000 $ 1,000,000 $ 15,000 $ 2,000,000 $ 2,000,000 $ 2,000,000
A	AUTOMOBILE LIABILITY [X] ANY AUTO OWNED AUTOS ONLY [ ] [X] HIRED AUTOS ONLY [ ] SCHEDULED AUTOS [X] NON-OWNED AUTOS ONLY			7064430352	05-01-2025	05-01-2026	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $
A	[X] UMBRELLA LIAB [X] OCCUR EXCESS LIAB [ ] CLAIMS-MADE DED [X] RETENTION $ 10,000			7064430383	05-01-2025	05-01-2026	EACH OCCURRENCE AGGREGATE	$ 5,000,000 $ 5,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [N] (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A		7064430397	05-01-2025	05-01-2026	[X] PER STATUTE [ ] OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 1,000,000 $ 1,000,000 $ 1,000,000
B	Contractors Equipment			7092152833	05-01-2025	05-01-2026	leased or rented equip Unscheduled Equipment Unscheduled Equipment	$100,000 15,000 5,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

For Information Only Purposes

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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Thunder Road, LLC

Municipal Work References 2025

Municipality	Date Completed	Contract Amount	Project Description	Contact	Email	Phone
City of New Berlin	5/23/2025	$135,405	Joint & Crack Sealing	Lucas Pichler	lpichler@newberlin.org	262-797-2453
City of Delafield	9/15/2025	$25,000	Rout & Crack Sealing	Paul Zellner	pzellner@ci.delafield.wi.us	262-303-4627
Town of Aztalan	6/6/2025	$30,650	Rout & Crack Sealing and Mastic	Larry	aztalansuper2@gmail.com	920-728-1856
Village of Mukwonago	11/12/2025	$15,400	Mastic Manhole Covers	Ron Bitter	rbittner@villageofmukwonago.com	262-363-6447
City of Waukesha	11/7/2025	$181,073	Rout & Crack Sealing	Craig Ausen	causen@waukesha-wi.gov	262-524-3589
Village of Waukesha	5/2/2025	$29,875	Rout & Crack Sealing	Luke Wohead	villageofwaukesha.com	262-441-1984
City of Madison	10/20/2025	$65,660	Rout & Crack Sealing	James Wolfe	jwolfe@cityofmadison.com	715-234-8215
City of Beloit	9/30/2025	$134,392	Rout & Crack Sealing	Ray Hill	hillr@beloitwi.gov	608-346-4449
WisDOT	7/31/2025	$132,300	Bridge Deck Matrix Mastic	Trevor Belgarde	Tbelgarde@walbecgroup.com	262-951-1238
City of Verona	10/23/2025	$37,500	Mastic	Justin Sutkay	jsutkay@veronawi.gov	608-497-2081
Bulloch County GA	4/22/2025	$185,817	Bulloch County, Crack Sealing	Brad Deal		912-764-6245
Iowa DOT #201, 6.17.25, 21-0713-712	9/21/2025	$484,913	Clay County, PCC Joint & Crack Sealing	Dennis Clark	Dennis.Clark@iowadot.us	712-225-5786
Iowa DOT #212 4.15.25, 93-0025-705	10/4/2025	$180,671	Wayne County, HMA Joint & Crack Sealing	Liz Finarty	Liz.Finarty@iowadot.us	641-777-2871

Thunder Road, LLC

Municipal Work References 2024

Municipality	Date Completed	Contract Amount	Project Description	Contact	Email	Phone
City of New Berlin	5/24/2024	$146,432	Joint & Crack Sealing	Lucas Pichler	lpichler@newberlin.org	262-797-2453
City of Delafield	9/27/2024	$18,000	Rout & Crack Sealing	Paul Zellner	pzellner@ci.delafield.wi.us	262-303-4627
Town of Aztalan	10/1/2025	$51,950	Rout & Crack Sealing and Mastic	Larry	aztalansuper2@gmail.com	920-728-1856
City of Oshkosh	8/9/2024	$94,400	Rout & Crack Sealing and Mastic	Bob Bruha	bbruha@scottconstruct.com	608-844-0385
City of Oconomowoc	9/27/2024	$31,875	Rout & Crack Sealing	Kim Wirth	kwirth@oconomowoc-wi.gov	262-569-3243
City of Fichburg	10/15/2024	$1,080,000	Joint & Crack Sealing and Mastic	Zac Laundrie	zac.laundrie@fitchburgwi.gov	608-301-6431
Village of Mukwonago	9/26/2024	$122,000	Rout & Crack Sealing	Ron Bitter	rbitter@villageofmukwonago.com	262-363-6447
City of Waukesha	10/29/2024	$155,350	Rout & Crack Sealing	Craig Ausen	causen@waukesha-wi.gov	262-524-3589
Village of Waukesha	9/13/2024	$54,338	Rout & Crack Sealing	Luke Wohead	villageofwaukesha.com	262-441-1984
City of Rice Lake	6/9/2024	$111,000	Rout & Crack Sealing	Jim Anderson	janderson@ricelakegov.org	715-234-8215
City of Janesville	6/24/2024	$186,963	Joint & Crack Sealing	Ethan Lee	lee@ci.janesville.wi.us	608-755-3102
USH 51 Dane Cty WisDOT	8/28/2024	$90,000	Joint & Crack Sealing	Bob Draths	rdraths@mussonbrothers.com	262-790-5060
City of Verona	10/10/2024	$49,500	Mastic	Justin Sutkay	jsutkay@veronawi.gov	608-497-2081
Georgia DOT #2945	4/26/2025	$771,608	Crack Sealing	Tim Swink	tswink@dot.ga.gov	
Iowa DOT #205	6/7/2024	$296,700	Crack Sealing	Jason Ruter	jason.ruter@iowadot.us	641-422-9488
Iowa DOT #205	8/26/2024	$292,700	Crack Sealing	Anthony Blint	Anthony.blint@iowadot.us	641-469-4060

Thunder Road, LLC

Municipal Work References 2023

Municipality	Date Completed	Project Description	Contracted By:	Contract Amount	Contact	Email	Phone
City of Watertown, WI	5/3/2023	Rout and Crackfill Roads	City of Watertown	$89,414	Ritchie Piltz	RitchieP@cityofwatertown.org	920-262-4034
Village of Harrison, WI	8/23/2023	Rout and Crackfill Roads	Village of Harrison	$317,572	Jeff Funk	jfunk@harrison-wi.org	920-378-1736
City of New Berlin, WI	6/9/2023	Rout and Crackfill Roads	City of New Berlin	$171,010	Lucas Pichler	lpichler@newberlin.org	262-797-2453
City of Monona, WI	6/8/2023	Mastic Roads	City of Monona	$27,700	Dan Stephany	dstephany@ci.monona.wi.us	608-222-2525
Columbia County, WI	8/2/2023	Rout and Crackfill Roads	Columbia County	$81,234	Don Nichols	donald.nichols@columbiacountywi.gov	608-429-2156
City of Delafield, WI	7/21/2023	Rout and Crackfill Roads	City of Delafield	$17,428	Paul Zellner	pzellner@ci.delafield.wi.us	262-303-4627
Village of Waukesha, WI	10/2/2023	Mastic and Crackfill Roads	Village of Waukesha	$53,250	Luke Wohead	villageofwaukesha.com	262-441-1984
Town of Calamus, WI	10/20/2023	Rout and Crackfill Roads	Town of Calamus	$19,950	Jon Kraus, Jr	krauserainfarms@hotmail.com	920-344-6182
City of Waukesha, WI	11/2/2023	Rout and Crackfill Roads	City of Waukesha	$144,300	Craig Ausen	causen@waukesha-wi.gov	262-524-3589
Town of Deerfield, WI	11/7/2023	Mastic and Crackfill Roads	Town of Deerfield	$115,400	Al	townofdeerfield@yahoo.com	608-332-0659
City of Wauwatosa, WI	11/20/2023	Rout and Crackfill Roads	City of Wauwatosa	$319,156	Jeni Schroeder	jschroeder@wauwatosa.net	414-479-3544
WisDOT Project 1016-01-61	7/12/2023	Rout and Crack Seal	DL Gasser	$238,106	Derek Tourdot, Project Manager	derek.tourdot@dlgasser.com	608-963-4517
WisDOT Project 1204-08-65	11/9/2023	Rout and Crack Seal	Payne & Dolan	$49,905	Chandler Niemann, Project Manager	Cniemann@waibergroup.com	608-343-6465

Thunder Road, LLC

Municipal Work References 2022

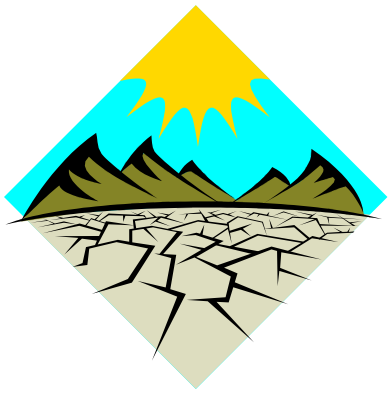
Municipality	Date Completed	Project Description	Contracted By:	Contract Amount	Contact	Email	Phone
City of Watertown	6/15/2022	Mastic, Rout and Crackfill	City of Watertown	$38,000	Ritchie Piltz	RitchieP@CityofWatertown.org	920-262-4034
Village of Harrison	8/5/2022	Rout and Crackfill Roads	Village of Harrison	$200,000	Jeff Funk	jfunk@harrison-wi.org	920-378-1736
City of Wauwatosa	9/22/2022	Rout and Crackfill Roads	City of Wauwatosa	$111,000	Jeni Schroeder	jschroeder@wauwatosa.net	414-479-3544
City of Monona	7/29/2022	Mastic	City of Monona	$24,750	Dan Stephany	dstephany@ci.monona.wi.us	608-222-2525
City of Delafield	7/7/2022	Rout and Crackfill Roads	City of Delafield	$16,500	Paul Zellner	pzellner@ci.delafield.wi.us	262-303-4627
Town of Waterloo	10/5/2022	Mastic and Crackfill	Town of Waterloo	$50,000	Jeremy		920-988-3003
Town of Calamus	7/29/2022	Rout and Crackfill Roads	Town of Calamus	$22,000	Jon Kraus, JR	krausgrainfarms@hotmail.com	920-344-6182
City of Waukesha	10/28/2022	Rout and Crackfill Roads	City of Waukesha	$134,000	Craig Ausen	causen@waukesha-wi.gov	262-524-3589
Town of Dover	8/31/2022	Mastic, Rout and Crackfill	Town of Dover	$55,000	Zach	doverroads@wi.twcbc.com	262-206-6422
WisDOT	10/20/2022	Rout and Crack Seal	Michels Road & Stone	$200,000	Chris	[illegible]	920-952-0305

Thunder Road, LLC

Municipal Work References 2021

Municipality	Date Completed	Project Description	Contracted By:	Contract Amount	Contact	Email	Phone
City of Mequon	8/4/2021	Rout and Crackfill Roads	City of Mequon	$176,310	Jeremy Dandy	jdandy@ci.mequon.wi.us	262-236-2932
City of Madison	10/12/2021	Rout and Crackfill Roads	City of Madison	$220,725	Steve Sonntag	ssonntag@cityofmadison.com	608-267-1997
City of New Berlin	6/18/2021	Rout and Crackfill Roads	City of New Berlin	$182,968	Lucas Pichler	lpichler@newberlin.org	262-797-2453
Village of Weston	7/16/2021	Rout and Crackfill Roads	Village of Weston	$85,200	Dan Raczkowski	draczkowski@westonwi.gov	715-241-2632
City of Delafield	4/2/2021	Rout and Crackfill Roads	City of Delafield	$14,760	Paul Zellner	pzellner@ci.delafield.wi.us	262-303-4627
Town of Medina	5/24/2021	Mastic and Crackfill	Town of Medina	$14,250	Jim Heflenbrand	clerk@townofmedina.org	608-219-3556
Town of Calamus	11/3/2021	Rout and Crackfill Roads	Town of Calamus	$21,250	Jon Kraus, JR	krausgrainfarms@hotmail.com	920-344-6182
City of Waukesha	11/1/2021	Rout and Crackfill Roads	City of Waukesha	$260,400	Craig Ausen	causen@waukesha-wi.gov	262-524-3589
City of Oconomowoc	8/12/2021	Rout and Crackfill Roads	City of Oconomowoc	$48,000	Dave Stoiser	bdonovan@oconomowoc-wi.gov	262-569-2189

CONTRACT DOCUMENT



PROJECT: **2026 JOINT & CRACK CLEANING & SEALING**

OWNER: **CITY OF LAKE GENEVA DPW**
1065 CAREY STREET
LAKE GENEVA, WISCONSIN 53147 (262)248-6644

Contacts; **Tom Earle, DPW**
tearle@cityoflakegeneva.gov

Neil Waswo, Superintendent.
nwaswo@cityoflakegeneva.gov

Bid Opening: 22nd of April 2026 10:30am.
City Hall, 626 Geneva Street
Lake Geneva, WI. 2nd floor meeting room

cover

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BID BOND **N/A**

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PAYMENT BOND **N/A**

NOTICE OF AWARD

PREVAILING WAGE RATE DETERMINATION **N/A**

INSURANCE QUESTIONNAIRE & REFERENCES

OFFICIAL NOTICE TO BIDDERS

(blank)

CITY OF LAKE GENEVA
NOTICE TO BIDDERS
2026 JOINT & CRACK CLEANING & SEALING

Sealed proposals will be accepted by the City of Lake Geneva in the City Clerk's office at 626 Geneva Street, Lake Geneva, Wisconsin until 10:30am Wednesday, 22 of April 2026 for Joint & Crack Cleaning & Sealing, as specified in these bid documents.

Proposals must be sealed and submitted on proposal forms and returned clearly marked 'City of Lake Geneva 2026 Joint and Crack Filling' with name of proposer, date and time of opening. No undated, unsigned, late, incomplete, emailed or faxed proposals will be considered. The city is not responsible for late or misdirected mail or cartage therefore hand delivery is advised.

Bidders must submit pre-qualification packet prior to the opening of bids by contacting the City Clerk's office or visiting the City website. Bid will not be awarded until Pre-Qual is approved.

All bids shall be F.O.B. destination, prepaid and allowed to the Clerk's Office with no charges for packing or cartage.

The City reserves the right to reject any or all proposals and to accept any proposal deemed most advantageous to the City of Lake Geneva.

Bid documents and specifications are available by contacting the DPW office assistant at dpwoffice@cityoflakegeneva.gov or (262)248-6644. .

The City of Lake Geneva is exempt from the Federal Excise Tax and State Sales Tax; therefore, proposals should be made exclusive of these taxes. A Tax Exemption Certificate and/or Tax Exemption Registry number will be furnished to the successful proposer.

Insurance Requirements are: $1,000,000 General Liability, Worker's Compensation - Statutory Limits, $5,000,000 Employer's Liability. See pre-qualification form on website or Clerks Office.

The successful bidder shall properly hold the City of Lake Geneva harmless from all damages occurring in any way by bidders acts or negligence, or that of his employees, agents or workers. Completed Insurance questionnaire must be submitted with your proposal.

Contractor to include any clarifications to the specification in his proposal.

The proposed price shall be all-inclusive for Joint & Crack Cleaning & Sealing with no part being 'to be done by others.

City Clerk Date:

MINIMUM BID SPECIFICATION

(blank)

CITY OF LAKE GENEVA
MINIMUM BID SPECIFICATION
JOINT & CRACK CLEANING & SEALING

DESCRIPTION: This work consists of sawing or routing and cleaning cracks and joints in asphalt surfaces and then sealing these prepared cracks and joints with an approved sealing material. It also includes removal and replacement of loose sealant from earlier work/contracts. The work excludes the long joint between the asphalt pavement and concrete gutter unless specifically noted.

MATERIALS: The joint sealer shall be a material meeting requirements of ASTM D 3405. An elastic type, hot-pour sealer will be required. Or approved alternate. Material will be reheated only once and in small quantities. Prolonged heating up to six (6) hours will be permissible. The backer rod used in conjunction with this sealer shall be made of cellulose, cotton, or plastic foam. The backer rod must withstand, without damage, the high temperatures inherent to these sealers. The backer rod shall be of a size that compression is required for installation in the crack, so it maintains its position during the filling operation.

All sealant materials and separating and blocking medium shall be certified or tested and approved by the engineer before being incorporated into the work. The Contractor shall furnish a complete written statement of the origin, composition and manufacture of any or all material that are to be used in the work. Where installation procedures or any part thereof are required to be in accordance with recommendations of the manufactures of sealing compounds, the Contractor shall submit catalogue data and copies of recommendations prior to installation of the materials.

EQUIPMENT

A. Routing or sawing equipment shall be mechanical and power driven, capable of cutting the joints and cracks to the required dimensions. The router must have in-line wheels and cutting head capable of following random cracks and have depth control to insure consistent and accurate routing depths. Excessive spalling of the asphalt surface will not be permitted. Crack routing equipment will be permitted on asphalt pavement but will not be permitted on Portland Cement Concrete Pavement.

B. Two (2) air compressors will be required during asphalt crackfilling operations. They must be of sufficient size to maintain a minimum air pressure of 120 psi. and provide moisture and oil free compressed air. One compressor shall be used on asphalt pavement with an air wand to blow out the crack and clean off the road. The second shall be used with the heat lance. Note that one compressor is not of sufficient size to run both air wand and heat lance at the same time. Any request for an exception to this requirement shall be made at the time of bid including any credit.

C. Water cleaning equipment shall be used on Portland Cement Concrete Pavement and be capable of delivering water with a pressure of 2,000 psi. from a nozzle to the crack or joint being cleaned, to remove existing joint sealer, debris, and loose material from the crack or joint.
D. Sand blast equipment shall be capable of removing the existing sealant, saw slurry, silt or other foreign material from the vertical face of the crack or joint to the specified depth, leaving a clean, dry, newly exposed surface.

E. Equipment used for heating and placing the hot-pour sealant material shall be of the oil-jacketed, double-boiler type heating kettle or other thermostatically controlled equipment of a type approved by the Engineer, equipped with both agitation and re-circulation systems, capable of heating the material to 410 degrees F. and pumping the material into the prepared cracks or joints with a wand applicator.

CONSTRUCTION

A. Class I Cracks: On asphalt streets, cracks which have an average opening of 3/4” or less shall be routed or sawed to provide a minimum sealant reservoir of 3/4” width by a nominal 3/4” depth.

B. Class II Crack: Joints and cracks which do not require routing or sawing shall be considered Class II cracks. Construction joints on exposed concrete curb pans shall be considered Class II cracks and shall not require backer rod or sawing. Asphalt cracks which have an average opening greater than 3/4" will not require routing or sawing, but they shall be thoroughly cleaned of all foreign material to a depth necessary to accommodate the sealer material and the backer rod to be used. The backer rod shall be placed in the crack to a depth that provides at least 3/4" clearance above the backer rod for the sealer. The backer rod shall be dry when placed.

C. Asphalt cement concrete, Portland Cement Concrete, and foreign material resulting from crack preparation shall be cleared from the roadway by brooming, compressed air, mechanical sweeping, or other methods satisfactory to the Street Department Superintendent.

D. Cracks shall be clean and dried prior to sealing.

The entire crack reservoir shall be filled with sealant to a level even with the roadway surface. A narrow "U" shaped squeegee may be used to aid in placement of the sealant. Sealant on the roadway surface in excess of one inch on each side of the crack edge will not be acceptable.

LIMITATIONS: Crack cleaning and sealing shall be done only when the ambient air and pavement surface temperatures are above 40 degrees F. When near this minimum, additional blow torch blasting or drying time, or both, may be necessary to assure a satisfactory bond to the crack surface.

Lanes may be opened to traffic only after the sealer has been set sufficiently so it will not pick up under traffic. Powder or biodegradable paper may be applied to the sealer, but only after the sealer surface has been set so as to avoid penetration of the powder or paper into the sealer.

Cracks shall be sealed within three (3) working days after routing or sawing preparation.

METHOD OF MEASUREMENT AND AWARD: This work will be measured lump sum based upon the number of streets checked off by the contractor from the list. In the event more than one contractor can perform on all streets, the award shall be determined by the number of Type I and Type II lineal feet remaining to be performed for the City.

BASIS OF PAYMENT: This work will be paid lump sum in the amount of **$35,000.00 (Thirty five thousand dollars)**.

GUARANTEE OF WORK: Contractor shall guarantee that the cracks sealed shall remain sealed through the following three (3) winters. Contractor shall return to the project site each of the following three (3) summers and repair sealed cracks, which have lost their sealant bond at no additional cost. Failed sealed cracks will be identified by the Director of Public Works.

SUPPLEMENTAL SPECIFICATIONS

1. When filled, all asphalt-cleaned cracks shall be dried by a high-capacity blowtorch.

2. In all cases, cleaning shall include removal of vegetation from cracks.

3. All materials equipment, labor and traffic control shall be provided by the Contractor and included in the unit price bid.

4. At locations where crack sealant settles into the crack opening more than 1/4" below adjacent pavement, additional filling will be necessary.

5. A sample of sealant material to be used shall be submitted to the Engineering Division. Each batch of sealing compound delivered to the job site shall be accompanied by the manufacturer's certification stating that the sealant meets the requirement of the specifications.

Notice shall be given to the Street Department no less than 24 hours in advance of any crack filling operation. The point of contact will be Mr. Neil Waswo, Superintendent of Public Works, phone (262) 248-6644. Office hours are 6:30 A.M. to 2:00 P.M., Monday through Thursday.

6. Status reports identifying linear footage totals broken down by class types and location shall be provided in writing or email to the DPW Superintendent or Director of Public Works on a daily basis.

7. The locations of streets to be crack filled are listed in priority order and attached at the back of the contract.

8. Work hour restrictions on all City streets from **6:00 A.M. to 10:00 P.M. Work in the downtown area shall not take place after 12:00 noon on Fridays.**
9. **No work shall be allowed in the downtown area between Memorial Day and Labor Day.**

10. The Contractor may store materials and equipment at his own risk as follows: at Street Garage, 1065 Carey Street, with admittance restricted to weekdays from **6am A.M. to 2:00 P.M. Monday through Thursday.**

11. The city requires that the asphalt pavement crackfilling is completed prior to any Portland Cement Pavement.

12. Pavement joint and crackfilling shall be started **as soon as possible after notice to proceed, and complete as much of the work as practical prior to the Wednesday before Memorial Day. All work shall be completed no later than 30th June 2026 or as otherwise indicated on this bid.** Completion date may be a factor in the bid award. Extensions may be given at the discretion of the City for weather-related delays.

13. Qualifications of Contractor - The Contractor shall have been routing, cleaning and filling cracks per specifications for a minimum of 10 (ten) verifiable years.

14. Prequalification - All bidders must submit a list of five (5) previously completed crackfilling projects. Each project must have been in place for a minimum of three (3) winters.

15. On any street with a traffic signal pavement loop, the buried loops shall not be sawed or routed. It shall be cleaned with air pressure only and filled with crack filler.

16. The Contractor shall provide “Crackfilling Notice Door Hangers” and shall be responsible for placing their name and phone number on them and placing them on residence’s doors one to three days prior to crackfilling work where applicable.

17. The Contractor shall maintain and utilize a mechanical street sweeper (minimum size: 16,000 GUW) at the work site to clean up debris and respond to dirt and dust complaints. Street sweeping debris may be disposed of in the Street Department yard, 1065 Carey Street, during normal working hours.

18. The Contractor shall be responsible for crackfilling all designated roadways. Temporary no parking signs may be placed at the approval of the DPW Superintendent. The Contractor shall be responsible for posting and removing the “No Parking” signs when necessary to crack fill streets.

19. Special consideration must be placed on any work on Main St as it is a State Connecting Highway. Any lane closures must be coordinated through the State DOT and City as it is also an oversize vehicle route. The State DOT provides an online form to apply for lane closures. It is the responsibility of the Contractor to coordinate the lane closure permit.

BID PROPOSAL FORM

(blank)

CITY OF LAKE GENEVA
PROPOSAL
2026 JOINT & CRACK CLEANING & SEALING

Bid opening date: 22 April 2026. 10:30am. Lake Geneva City Hall

City of Lake Geneva
City Clerk, City Hall
626 Geneva Street
Lake Geneva, WI 53147
(262) 248-3673

City Clerk:

We recognize the City of Lake Geneva will expend the lump sum amount of **$35,000.00** to clean and seal joints and cracks, in accordance with City of Lake Geneva specifications. We have reviewed the following list and attached map, taking all necessary field measurements, and have **placed an X in front of the streets that we will perform a combination of Class I and Class II joint and crack cleaning and sealing as follows:**

JOINT & CRACK CLEANING & SEALING-CLASS I & CLASS II

	Street Name	From	To
_____	Ridge Rd	Linda Ln	Timber Ln
_____	Ridge Rd	Timber Ln	Miller Rd
_____	Timber Ln	Miller Rd	Hillcrest Dr
_____	Timber Ln	Hillcrest Dr	Ridge Rd
_____	Hillcrest Dr	Timber Ln	Sky Lane Dr
_____	Hillcrest Dr	Sky Lane Dr	Miller Rd
_____	Miller Rd	Circle Dr	E. Miller Ct
_____	Miller Rd	E. Miller Ct	Hillcrest Dr
_____	Miller Rd	Hillcrest Dr	W. Miller Ct
_____	Sky Lane Dr	Hillcrest Dr	Farview Dr
_____	Summit Dr	Sky Lane Dr	End of Rd
_____	Maxwell St	Wisconsin St	Dodge St
_____	Warren St	Wisconsin St	Geneva St
_____	Warren St	Geneva St	Main St
_____	Henry St	N. Williams St	Center St
_____	Gardner St	N. Williams St	Center St
_____	S. Stone Ridge Dr.	Center St	Rock Ridge Ln
_____	Rock Ridge Ln	S. Stone Ridge Dr	S. Boulder Ridge Dr.
_____	Stone Mill Ln	Ridgeview Ct	S. Boulder Ridge Dr.
_____	Stone Mill Ln	S. Boulder Ridge Dr	S. Stone Ridge Dr.
_____	Garrison Dr	Door wood Dr	Eugene Dr.
_____	Baker St	Wells St	S. Lake Shore Dr.
_____	Cass St	Wells St	S. Lake Shore Dr.
_____	East St	Darwin St	Cass St
_____	Cass St	East St	Curtis St
_____	Parking Lot I Between Wells St and S. Lake Shore Dr.		
_____	Parking Lot A South side of Geneva St between Cooks St and Broad St.		

It is the intent that the checked list follows in priority order, but the size of some of the listed streets may necessitate skipping a street near the bottom of the list in favor of a lesser cost street.

If all streets are checked to be done for the budgeted amount, indicate the balance if any, of City funding remaining to be allocated to additional City Street crack filling.
$_____

Work must be started within 20 days of the award.

The city of Lake Geneva will pay within (30) days of completion of job.

Completion date if different than 30th **June 2026**_____

Guarantee/warranty (be specific):_____

_____

Product literature included. ☐ Yes ☐ No

Comments:_____

_____

_____

We recognize the City will award this contract to the vendor whose proposal is deemed most advantageous to the City.

Respectfully Submitted,

Payment Terms:

_____% days

Net_____days

Date:_____

Firm:_____

Signature:_____

Address:_____

_____

Phone:_____Fax:_____

A 5% Bid Bond shall be required. Amount of Bond; $_____
Included; Yes_____ No_____

AGREEMENT

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ARTICLE 8. MISCELLANEOUS----------

AGREEMENT

THIS AGREEMENT is dated as of the _____ day of _____ in the year 2026 by and between City of Lake Geneva (hereinafter called OWNER) and _____. (hereinafter called CONTRACTOR).

OWNER and CONTRACTOR, in consideration of the mutual covenants hereinafter set forth, agree as follows:

ARTICLE 1. WORK

1.1 CONTRACTOR shall assume all duties and responsibilities and complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows:

The 2026 Joint & Crack Cleaning & Sealing -Various Locations in Lake Geneva, WI, in accordance with the plans and specifications and as required.

1.2 The Project for which the Work under the Contract Documents may be the whole or only a part of is generally described as follows:

2026 JOINT & CRACK CLEANING & SEALING
CITY OF LAKE GENEVA
WALWORTH COUNTY, WISCONSIN

ARTICLE 2. ENGINEER

2.1 The Project has been designed by the City of Lake Geneva and its Director of Public Works or his designee who is hereinafter called OWNER and OWNER'S representative and assumes all duties and responsibilities and have the rights and authority assigned to OWNER in the Contract Documents in connection with completion of the Work in accordance with the Contract Documents.

ARTICLE 3. CONTRACT TIMES

3.1 The Work will be substantially completed and operational and ready for final payment in accordance with Item 12 of the Minimum Bid Specification no later than **June 30th, 2026**. **It is the hope of the city that the Contractor may start the work as soon as possible after award and complete as much of the work as weather permits prior to winter.**

3.2 **Liquidated Damages.** OWNER and CONTRACTOR recognize that time is of the essence of this Agreement and that OWNER will suffer financial loss if the Work is not completed within the times specified in Paragraph 3.1 above, plus any extension thereof allowed in accordance with Paragraph 3.1 noted above. They also recognize that delays, expense and difficulties involved in proving in a legal or arbitration preceding the actual loss suffered by OWNER if the Work is

not completed on time. Accordingly, instead of requiring any such proof, OWNER and CONTRACTOR agree that as liquidated damages for delay (but not as a penalty) CONTRACTOR shall pay OWNER $500.00, for each day that expires after the time specified in
Paragraph 3.1 of Article 3 above for Substantial Completion until the Work is substantially complete.

3.3 Permitting CONTRACTOR or Surety to continue and finish the Work or any part of the Work after the times specified for completion, or after the date to which the times for completion may have been extended, shall in no way operate as a waiver on the part of OWNER of its rights under the Contract.

ARTICLE 4. CONTRACT PRICE

4.1 OWNER shall pay CONTRACTOR for the completion of the Work in accordance with the Contract Documents in current funds as shown in the Lump Sum Base Bid in the Bid Form in the amount of **Thirty-five Thousand Dollars & No Cents ($35,000.00) or actual lesser price.**

ARTICLE 5. PAYMENT PROCEDURES

5.1 THE CONTRACTOR shall submit Applications for Payment in accordance with the General Conditions. Applications for Payment will be processed by OWNER as provided in the General Conditions.

Progress Payments:

5.2 OWNER will make monthly progress payments on account of the Contract Price on the basis of CONTRACTOR'S Applications for Payment as recommended by DPW Superintendent each month during construction as provided below. All progress payments will be on the basis of the progress of Work measured by the schedule of values established in the General Conditions (and in the case of Unit Price Work based on the number of units completed).

Retainage:

5.2.1 After each Application for Payment has been found acceptable by DPW, OWNER will pay 90% of the estimated value less any previous payments to CONTRACTOR until the Project is 50% complete. At 50% completion, further progress payments will be made in full to CONTRACTOR and no additional amounts will be retained unless OWNER determines that the character and progress of the Work is not proceeding satisfactorily. Amounts previously retained shall not be paid to the CONTRACTOR. At 50% completion or any time thereafter when the character and progress of the Work is not satisfactory, additional amounts may be retained but in no event shall the total retainage be more than 10% of the value of the Work completed.

5.2.2 Upon Substantial Completion of the Work, the amount retained may be reduced. When the Work has been Substantially Completed except for Work which cannot be completed because of weather conditions, lack of materials or other reasons which, in the judgment of OWNER are valid reasons for non-completion, OWNER may make additional payments, retaining at all times an amount sufficient to cover the estimated cost of the work still to be completed or corrected.

Final Payment:

5.3 Upon final completion and acceptance of the Work in accordance with the General Conditions, the Owner shall pay the remainder of the Contract Price as recommended by DPW as provided in said General Conditions.

ARTICLE 6. CONTRACTOR'S REPRESENTATIONS

6.1 CONTRACTOR has examined and carefully studied the Contract Documents (including the Addenda) and the other related data identified in the Bidding Documents including "technical data."

6.2 CONTRACTOR has visited the site and become familiar with and is satisfied as to the general, local, and site conditions that may affect cost, progress, performance and furnishing of the Work.

6.3 CONTRACTOR is familiar with and is satisfied to all federal, state, and local Laws and Regulations that may affect cost, progress, performance, and furnishing of the Work.

6.4 CONTRACTOR has obtained and carefully studied (or assumes responsibility for having done so) all such examinations, investigations, explorations, tests, studies, and data concerning conditions (surface, subsurface, and Underground Facilities) at or contiguous to the site or otherwise which may affect cost, progress, performance or furnishing of the Work or which relate to any aspect of the means, methods, techniques, sequences, and procedures of construction to be employed by CONTRACTOR and safety precautions and programs incident thereto. CONTRACTOR does not consider that any additional examinations, investigations, explorations, tests, studies, or data are necessary for the performance and furnishing of the Work at the Contract Price, within the Contract Times and in accordance with the other terms and conditions of the Contract Documents.

6.5 The CONTRACTOR is aware of the general nature of work to be performed by OWNER and others at the site that relates to the Work as indicated in the Contract Documents.

6.6 CONTRACTOR has correlated the information known to CONTRACTOR, information and observations obtained from visits to the site, reports, and drawings identified in the Contract Documents and all additional examinations, investigations, explorations, tests, studies and data with the Contract Documents.

6.7 CONTRACTOR has given DPW written notice of all conflicts, errors, ambiguities or discrepancies that CONTRACTOR had discovered in the Contract Documents and the written resolution thereof by DPW is acceptable to CONTRACTOR, and the Contract Documents are generally sufficient to indicated and convey understanding of all terms and conditions for performance and furnishing of the Work.

6.8 CONTRACTOR hereby covenants and agrees to pay all claims for labor performed and materials furnished, used or consumed in performing under this Agreement including, without limitations because of enumeration, fuel, lumber, building materials, machinery, vehicles, tractors, equipment, fixtures, apparatus, tools, appliances, supplies, electric energy, gasoline, motor oil, lubricating oil, greases, state imposed taxes, premiums for workers compensation insurance, and contributions for unemployment insurance.

6.9 CONTRACTOR agrees, to the extent practicable, to maintain a list of all subcontractors and suppliers performing labor or furnishing material under this Agreement.

ARTICLE 7. CONTRACT DOCUMENTS

The Contract Documents, which comprise the entire Agreement between OWNER and CONTRACTOR concerning the Work consist of the following:

7.1 This Agreement.

7.2 Exhibits to this Agreement. (Copy of entire Bid Form, etc.)

7.3 Performance, Payment and other Bonds (Not Applicable).

7.4 Notice of Award.

7.5 Notice to Proceed. (Issued separately)

7.6 General Conditions.

7.7 Specifications. (Also Known as Minimum Bid Specifications).

7.8 Wage Rate Requirements (Not Applicable).

7.9 Other Appendix items consisting of the plans and pages listed.

7.10 Drawings (Crackfilling Map).

7.11 Local Forms.

7.12 The following which may be delivered or issued after the Effective Date of the Agreement and are not attached hereto: All written Amendments and other documents amending, modifying or supplementing the Contract Documents pursuant to the General Conditions.

The documents listed in Article 7 above are attached to this Agreement (except as expressly noted otherwise above.)

There are no Contract Documents other than those listed above in this Article 7. The Contract Documents may only be amended, modified or supplemented as provided in the General Conditions.

ARTICLE 8. INSURANCE

8.1 The Contractor hereby agrees to assume and bear all risk of damage to, failure of the work under this contract, and all risks of any accident to any person or to the property of any person, from whatsoever cause arising due to operations under this contract, until the work herein provided for shall have been fully completed and accepted by the City.

8.2 The Contractor shall provide and pay for Public Liability, Property Damage and Workmen's Compensation Insurance with the following minimum limits of liability approved by the Utility Commission:

8.2.1 Workmen’s Compensation and Employer’s Liability.
Liability limits shall not be less than:

(1)	Workmen’s Compensation	Statutory
(2)	Employer’s Liability	$100,000 Each Occurrence

8.2.2 Comprehensive Motor Vehicle Liability
Liability limits shall not be less than:

(1)	Bodily Injury	$ 500,000 Per Person $1,000,000 Each Occurrence
(2)	Property Damage	$ 250,000 Each Occurrence

8.2.3 Comprehensive General Liability
Liability limits shall be not less than:

(1)	Personal Injury	$1,000,000 Aggregate
(2)	Bodily Injury	$ 500,000 Each Occurrence $5,000,000 Aggregate
(3)	Property Damage	$ 250,000 Each Occurrence

(4) Completed Operations and Products Liability coverage for life of the Contract and maintain coverage for one (1) year after final acceptance. by the Utility Commission.

(5) Named insured for this policy shall be CITY OF LAKE GENEVA.

8.2.4 Owner's Protective Liability (Independent Contractors Insurance)
Liability limits shall not be less than:

(1)	Bodily Injury	$ 500,000 Each Occurrence
(2)	Property Damage	$ 250,000 Each Occurrence $ 250,000 Aggregate

8.2.5 Umbrella Excess Liability

(1) The liability limits shall not be less than:
$1,000,000 Each Occurrence

8.3 The City shall be free and clear of any liabilities, including attorney's fees, and all other encumbrances resulting from all project-related claims.

ARTICLE 9. MISCELLANEOUS

9.1 All references to the General Conditions in any Contract Document shall be interpreted to include reference to any corresponding Supplementary Conditions, whether stated or unstated in such reference.

9.2 Terms used in this Agreement which are defined in the General Conditions will have the meanings indicated in the General Conditions.

9.3 No assignment by a party hereto of any rights under or interests in the Contract Documents will be binding on another party hereto without the written consent of the party sought to be bound; and specifically but without limitation, moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

9.4 OWNER and CONTRACTOR each bind itself, its partners, successors, assigns and legal representatives to the other party hereto, its partners, successors, assigns and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

IN WITNESS WHEREOF, OWNER and CONTRACTOR have signed this Agreement. One counterpart each has been delivered to OWNER/ENGINEER and CONTRACTOR. All portions of the Contract Documents have been signed, initialed or identified by OWNER and CONTRACTOR.

This Agreement will be effective on _____ 2026, (which is the effective Date of the Agreement).

Attest: _____.
(CONTRACTOR)

_____ _____
(Signature) printed name
:

Address of Contractor/proposer
_____

_____ (If CONTRACTOR is a corporation, attach evidence of authority to sign.)
Contractor phone *and email*_____

CONTRACTOR'S License No. _____ (If required by state or municipal law)

Attest:_____ _____
City Clerk Mayor

Address for giving notices:
626 Geneva Street

Lake Geneva, WI 53147

In accordance with the requirements of Wis. Statute 62.15(12), I hereby certify that sufficient funds are available to pay the liability that will accrue hereunder.

_____
City of Lake Geneva Comptroller, Ms. Laura Pisarcik

NOTICE OF AWARD

(blank)

CITY OF LAKE GENEVA

2026 Joint & Crack Cleaning & Sealing – Various Locations

NOTICE OF AWARD

Date_____

TO:

_____

ADDRESS:

_____

Contract: City **of Lake Geneva 2026 Joint & Crack Cleaning & Sealing**
(Insert Name of Contract as it appears in the Bidding Documents.)

Project: To do Joint & Crack Cleaning & Sealing at Various Locations, Lake Geneva, WI

You are notified that your Bid dated _____ for the above Contract has been considered. You have been awarded a Contract for

2026 Joint & Crack Cleaning & Sealing -Various Locations, in Lake Geneva, WI 53147

(Indicate total Work, alternates or sections or Work awarded.)

The Contract Price of your Contract is.

Thirty-Five Thousand Dollars & No Cents
$35,000.00

Or actual price of $_____

ADDENDUM #1,
2026 Joint & Crack Cleaning & Sealing – Various Locations
City of Lake Geneva.

1. **Curb lines.**
   a. **Curb lines shall be cleaned with compressed air and sealed at the discretion of the Superintendent.**
   b. **Contractor shall supply a per lineal foot price on curb line sealing applicable to the above 1.a.**

Price per lineal foot of curb line. $_____per lineal foot.

REFERENCES

1. Name:

Contact:

Address:

Phone:

2. Name:

Contact:

Address:

Phone:

3. Name:

Contact:

Address:

Phone:

4. Name:

Contact:

Address:

Phone:

City of Lake Geneva 2026 Joint and Crack Filling

Sealed bids will be accepted by the City of Lake Geneva in the City Clerk's office located at 626 Geneva Street, Lake Geneva, Wisconsin until 10:30 am on Wednesday, 22 April 2026 for Joint & Crack Cleaning & Sealing, as specified in the bid documents. Bids must be sealed and submitted on the bidder forms and returned clearly marked 'City of Lake Geneva 2026 Joint and Crack Filling' with the name of the bidder, and date and time of opening.

The City is not responsible for late or misdirected mail or cartage therefore hand delivery is advised. Bidders must submit a pre-qualification packet prior to the opening of bids by visiting the city website. Bid will not be awarded until Pre-Qual is approved. A 5% surety bond may be required. All bids shall be F.O.B. destination, prepaid and allowed to the Clerk's Office with no charges for packing or cartage.

The City reserves the right to reject any or all bids and to accept any bid deemed most advantageous to the City of Lake Geneva. Documents are available by emailing the DPW Administrative Specialist Ms. Kassandra Vina. dpwoffice@cityoflakegeneva.gov or (262)248-6644.

The City of Lake Geneva is exempt from Federal Excise Tax and State Sales Tax; therefore, bids must be made exclusive of these taxes. Exemption Registry number will be furnished to the successful bidder. Additional requirements included in the project packet. Bidders shall not contact any City Staff or Elected Official other than those listed as a contact in the official project packet regarding this project, doing so shall be grounds for disqualification.

Department of Public Works

Email: dpwoffice@cityoflakegeneva.gov

Phone number: 262.248.6644

1065 Carey Street, Lake Geneva Wi 53147

Agenda Item Memo

City of Lake Geneva

Committee: **Common Council**

Meeting Date: _____

Subject / Title: Discussion/Recommendation regarding the Columbarium bids

Submitted By: **Tom Earle**

Background / Request

Disc/Approval of purchase of new columbarium for Oak Hill Cemetery

Fiscal Impact / Budget

- **Estimated Cost: $61,339.00**_____
- **Funding Source:** ~~**Cemetery CIP**~~ **(**e.g., General Fund, TID, Water Utility, Grants)
- **Budget Status:** ☒ Within Budget _____ ☐ Over Budget _____

  ☐ Budget Amendment Required _____
- **GL Number: 43-48-00-17010**_____

(If applicable, note grant awards, cost-sharing, or capital plan references.)

None Ordinance/Policy Implications/Changes:

Recommendation:

Approval of the Scherrer bid for new columbarium for Oak Hill.

Implementation/Next Steps

Name of Committee	Date of Meeting	Original Agenda Item #	Outcome

Attachments (list any and all attachments that go with this item and memo)

Columbarium Bid Tab, and Bids, and Ad

Reviewed by	Date:	Comments

1

April 8, 2026	2026-01 Oak Hill Cemetery Columbarium	626 Geneva Street Lake Geneva WI 53147
Company	**Total Amount**	**Bid Bond**
Eickhof	$93,950.00	Included
Ketterhagen	$79,757.00	Included
Ketterhagen	$75,975.00	Included
Scherrer	$61,339.00	Included
Monument Warehouse	$97,500.00	Included

Scheme

City of Lake Geneva Public Works

Streets/Parks/Forestry/Cemeteries/Buildings and Grounds

1065 Carey St. Lake Geneva WI. 53147 (262)248-6644

City of Lake Geneva Oak Hill Cemetery

Request for Bids, Project 2026-01 Columbarium

1101 Cemetery Rd. LG Wi.

Sec. 1. General

1. Fabricate, ship and install (F.O.B. Lake Geneva, WI), at location directed by the City in Oak Hill Cemetery, One (1), one hundred (100) door pre-assembled,4-Sided Columbarium. Two sides opposite each other will be six niches wide by five niches high with double depth niches (12"x24") and the other two opposite sides will be four niches wide by five niches high with single depth (12"x12") niches.

2. All granite design with non- predrilled holes in doors.

3. Corner posts and niche doors to be jet black, premium grade granite. Doors hung with bronze rosette hangers. Dakota granite preferred or a close match to existing.

COPY

4. Twenty-four (24) extra doors to be supplied, a combination of outside and inside.

5. Lid and base to be polished Mahogony. Dakota granite preferred or a close match to existing. Base edge shall be rock-pitched.

6. Bidder is responsible for delivery and freight, installation of suitable foundation, unloading the unit (including the use of a transfer truck due to difficult site access if needed), and installation of unit (crane service and setting) to furnish to the City a fully functional unit.

7. 5-year workmanship and 50-year material Warranty included.

8. Route to construction site in the City limits will be provided and be free of obstruction. Bidder will not be responsible for damage to roadways required for construction access in City limits but will make every effort to avoid unusual damage.

9. It is the bidder's responsibility to determine if a site visit is needed. There will be no concessions given for issues that arise after the bids are submitted. The City will be available during normal working hours for site visits.

10. Unusable soil and excavation materials can be disposed of at the cemetery. The City expects reasonable disturbances during construction; however, contractor shall make every effort to not damage landscaping, roadways, turf, etc.

11. Bidder shall make this bid all-inclusive with no part of a full installation to be deemed 'done by others' unless specifically listed in this form, providing a fully functional unit.

12. All bids shall be submitted on this form. No bidder shall contact any City official regarding this project other than those listed on bid form or advertisement for project. Doing so shall be grounds for disqualification. Advertisements for project shall be considered part of this bid form. The City of Lake Geneva is a Tax-Exempt municipality, proper tax-exempt certificates shall be provided to successful bidder. Bid shall be submitted with no sales tax.

13. Project shall be completed by 15 Dec. 2026 with extensions at the sole discretion of the City DPW.

14. Contact for the City shall be Public Works Administrative Specialist Ms. Kassandra Vina. (262)248-6644 dpwoffice@cityoflakegeneva.gov Questions will be accepted to Ms. Vina until 10am, 02 April 2026. All RFB holders who provided Ms. Vina an email will be copied on all answers.

15. A bid bond or check for 5% of the total price must accompany the bid, Wi State Statute 62.15

Sec. 2. Payments.

1. 15% down prior to start.
2. Monthly draws approved by City.
3. Minimum 5% retainage until final approval.

Sec. 3. Agreement. The proposer shall hereby agree to provide to the City all of the items in the request for bids including the advertisement for the project.

1. Total contract price in numbers
   $ 61,339.00
1. Total contract price in words
   Sixty One Thousand Three Hundred Thirty Nine & no/100
   Surety bond/check included. 5%. _X_ Yes ____ No.
   Amount $ 5% of Bid Amount
2. Submitted by, Company, Scherrer Construction Company, Inc.
3. Representative (print name) Ben Templin
4. Position in company: President
5. Contact information:
   Email: Larry Robers, PM – lrobers@scherrerconstruction.com

   Phone: 262-734-9307

Signature of Company representative

Date 4 / 06 /2026

6. Acceptance by the City of Lake Geneva.
   a. City Clerk or authorized representative.
      Signature:_____ Date ____/____/2026
   b. Administrator.
      Signature:_____ Date ____/____/2026

7. Witnesseth that whereas the City, under provision of Sec.62.29 wis stats, and by virtue of authority vested in the said City Council has awarded the contractor the work.

8. The City confirms that adequate funds are available and dedicated for this project.
   a. City of Lake Geneva Comptroller.
      Signature: _____ Date ____/____/2026

9. Project shall be completed by 31 Nov. 2026 with any approved delays at the sole discretion of the City DPW.

Note: Tree trimming or removal and any fencing in conflict with project will be the responsibility of the city. Contractor will make every effort to work with the Cemetery Sexton to minimize disruption of funeral operations.

Absolutely no exterior work shall be performed during Military or Protective Service Honors of any kind. Saturday work from 7am-5pm is allowed.

**Si tienen cualquier preguntar sobre la propuesta o ocupa la forma en español por favor comunicarse con la especialista administrativa. **





Monument Warehouse

City of Lake Geneva Public Works

Streets/Parks/Forestry/Cemeteries/Buildings and Grounds

1065 Carey St. Lake Geneva WI. 53147 (262)248-6644

City of Lake Geneva Oak Hill Cemetery

Request for Bids, Project 2026-01 Columbarium

1101 Cemetery Rd. LG Wi.

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2. All granite design with non- predrilled holes in doors.

3. Corner posts and niche doors to be jet black, premium grade granite. Doors hung with bronze rosette hangers. Dakota granite preferred or a close match to existing.

4. Twenty-four (24) extra doors to be supplied, a combination of outside and inside.

5. Lid and base to be polished Mahogony. Dakota granite preferred or a close match to existing. Base edge shall be rock-pitched.

6. Bidder is responsible for delivery and freight, installation of suitable foundation, unloading the unit (including the use of a transfer truck due to difficult site access if needed), and installation of unit (crane service and setting) to furnish to the City a fully functional unit.

7. 5-year workmanship and 50-year material Warranty included.

8. Route to construction site in the City limits will be provided and be free of obstruction. Bidder will not be responsible for damage to roadways required for construction access in City limits but will make every effort to avoid unusual damage.

9. It is the bidder's responsibility to determine if a site visit is needed. There will be no concessions given for issues that arise after the bids are submitted. The City will be available during normal working hours for site visits.

10. Unusable soil and excavation materials can be disposed of at the cemetery. The City expects reasonable disturbances during construction; however, contractor shall make every effort to not damage landscaping, roadways, turf, etc.

11. Bidder shall make this bid all-inclusive with no part of a full installation to be deemed 'done by others' unless specifically listed in this form, providing a fully functional unit.

12. All bids shall be submitted on this form. No bidder shall contact any City official regarding this project other than those listed on bid form or advertisement for project. Doing so shall be grounds for disqualification. Advertisements for project shall be considered part of this bid form. The City of Lake Geneva is a Tax-Exempt municipality, proper tax-exempt certificates shall be provided to successful bidder. Bid shall be submitted with no sales tax.

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15. A bid bond or check for 5% of the total price must accompany the bid, Wi State Statute 62.15

Sec. 2. Payments.

1. 15% down prior to start.
2. Monthly draws approved by City.
3. Minimum 5% retainage until final approval.

Sec. 3. Agreement. The proposer shall hereby agree to provide to the City all of the items in the request for bids including the advertisement for the project.

1. Total contract price in numbers
   $97,500.00

1. Total contract price in words
   Ninety seven thousand five hundred and 00/100

2. Surety bond/check included. 5%. _X__Yes ____No. Company Check
   Amount $ 4,875.00

3. Submitted by, Company,
   Monument Warehouse LLC

4. Representative (print name)
   Ganesh Muruganantham

5. Position in company:
   President

6. Contact information:
   Email:

   gm@monumentwarehouse.com

   Phone:

   (706) 567-0197

Signature of Company representative

_____Date 04/07/2026

7. Acceptance by the City of Lake Geneva.
   a. City Clerk or authorized representative.
      Signature:_____Date _____/_____/2026

b. Administrator.
Signature:_____Date _____/_____/2026

8. Witnesseth that whereas the City, under provision of Sec.62.29 wis stats, and by virtue of authority vested in the said City Council has awarded the contractor the work.

9. The City confirms that adequate funds are available and dedicated for this project.
   a. City of Lake Geneva Comptroller.
   Signature: _____Date _____/_____/2026

10. Project shall be completed by 31 Nov. 2026 with any approved delays at the sole discretion of the City DPW.

Note: Tree trimming or removal and any fencing in conflict with project will be the responsibility of the city. Contractor will make every effort to work with the Cemetery Sexton to minimize disruption of funeral operations.

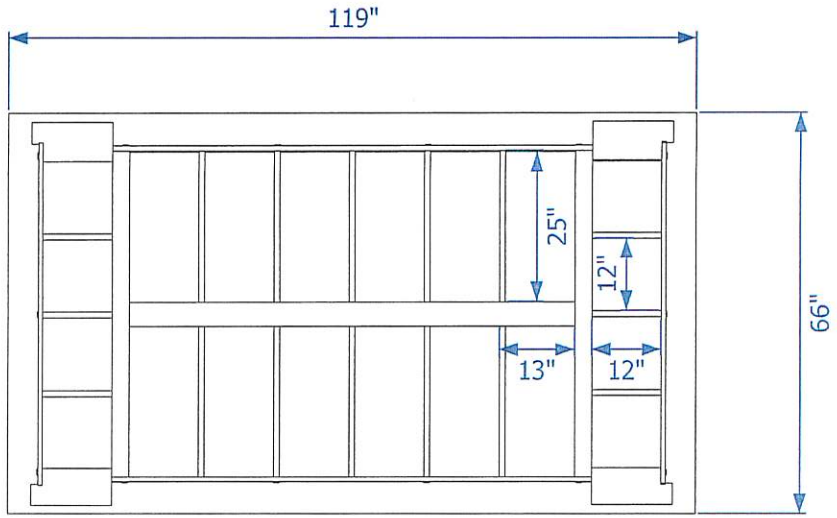
Absolutely no exterior work shall be performed during Military or Protective Service Honors of any kind. Saturday work from 7am-5pm is allowed.

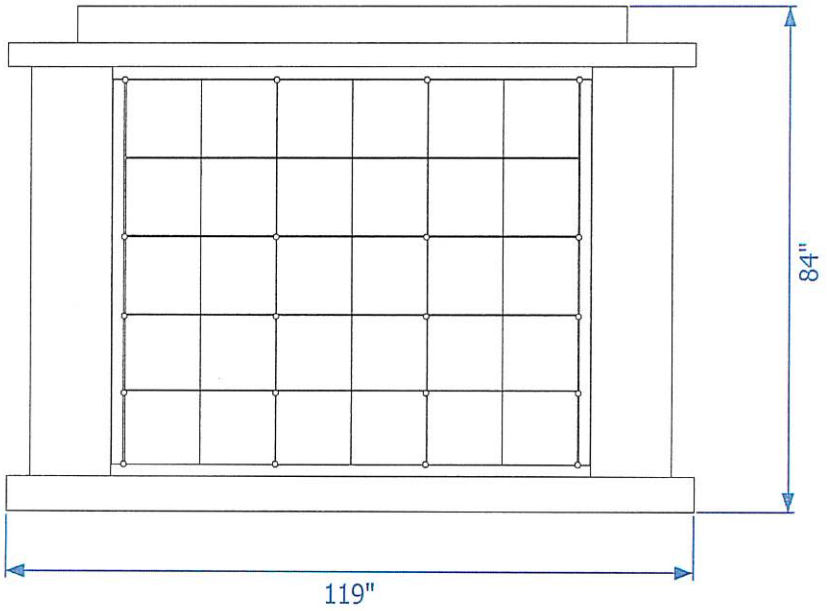
**Si tienen cualquier preguntar sobre la propuesta o ocupa la forma en español por favor comunicarse con la especialista administrativa. **

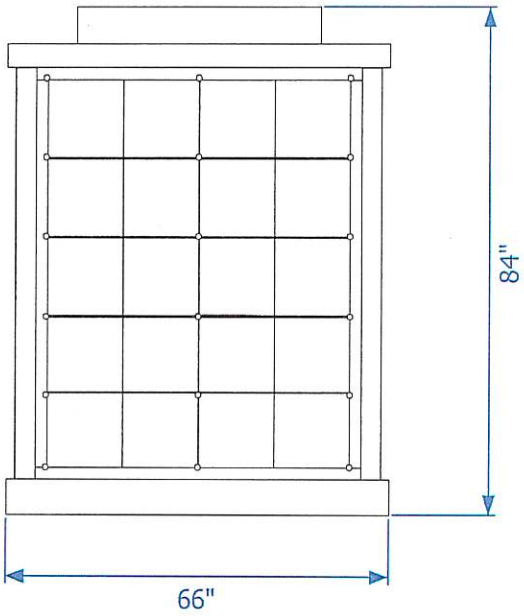





160 Niche Columbarium
Monument
Warehouse

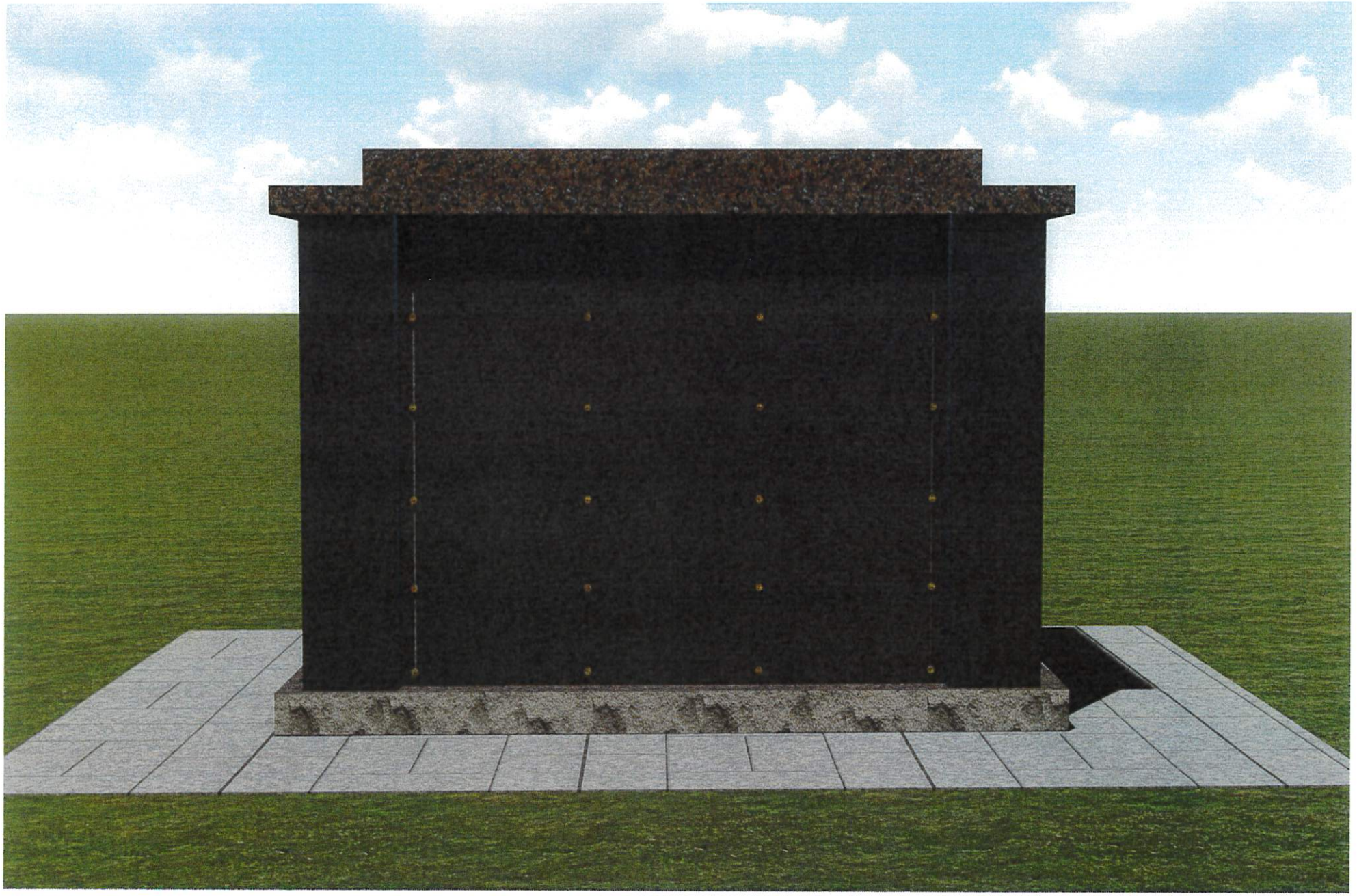






160 Niche Columbarium
Line Drawing

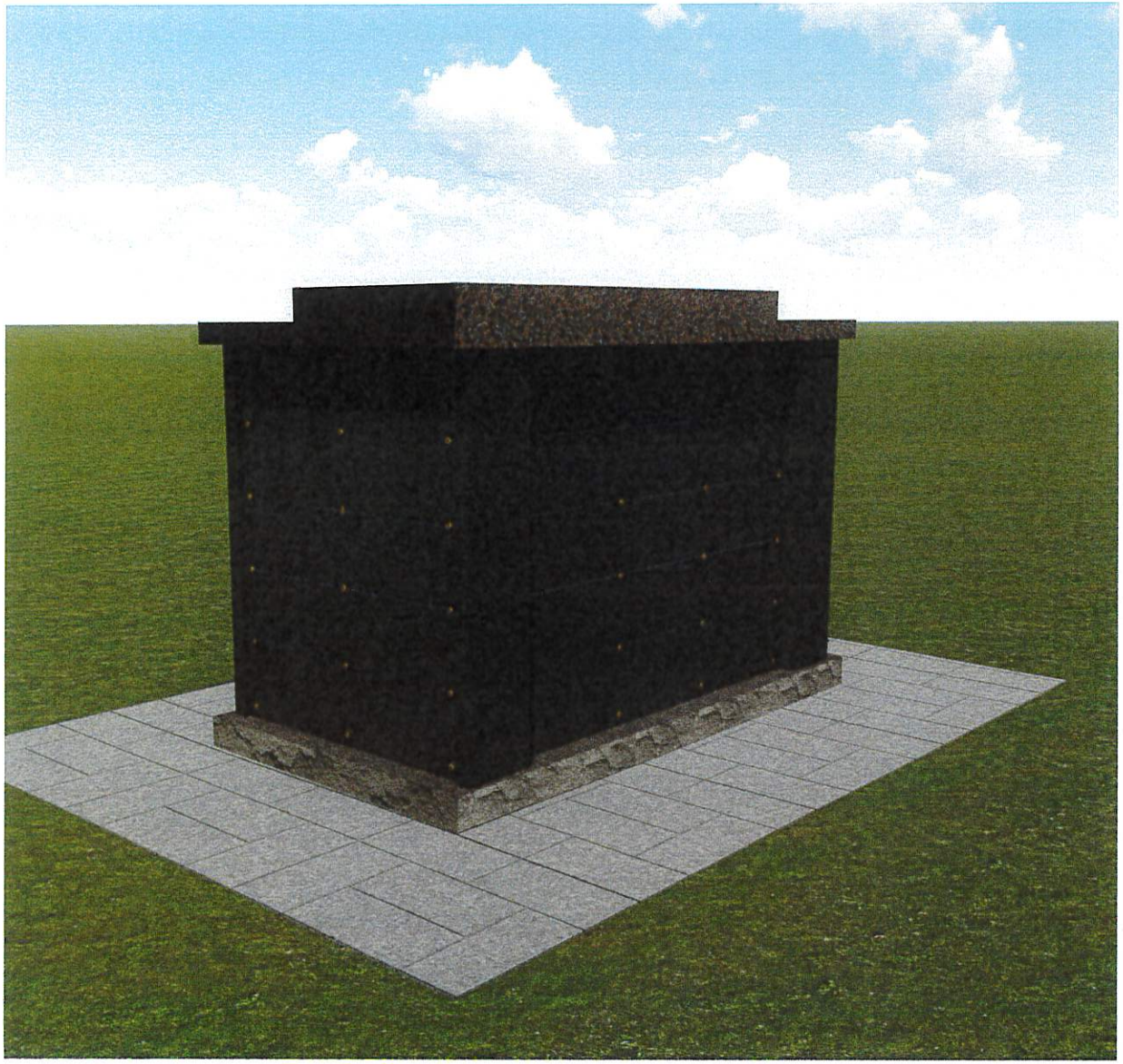
Monument Warehouse
1551 Mineral Springs Rd
Elberton GA 30635
(800)-300-8025

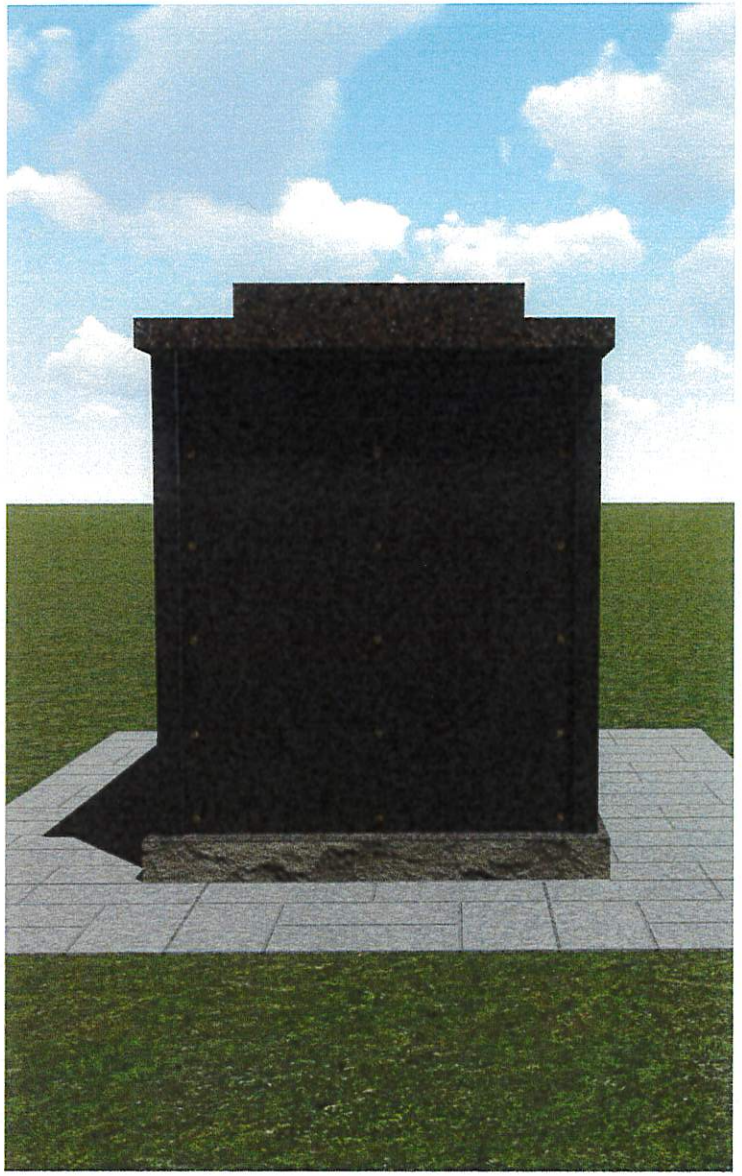


160 Niche Columbarium

Option - 1 - Indian Mahogany

Monument Warehouse
1551 Mineral Springs Rd
Elberton GA 30635
(800)-300-8025

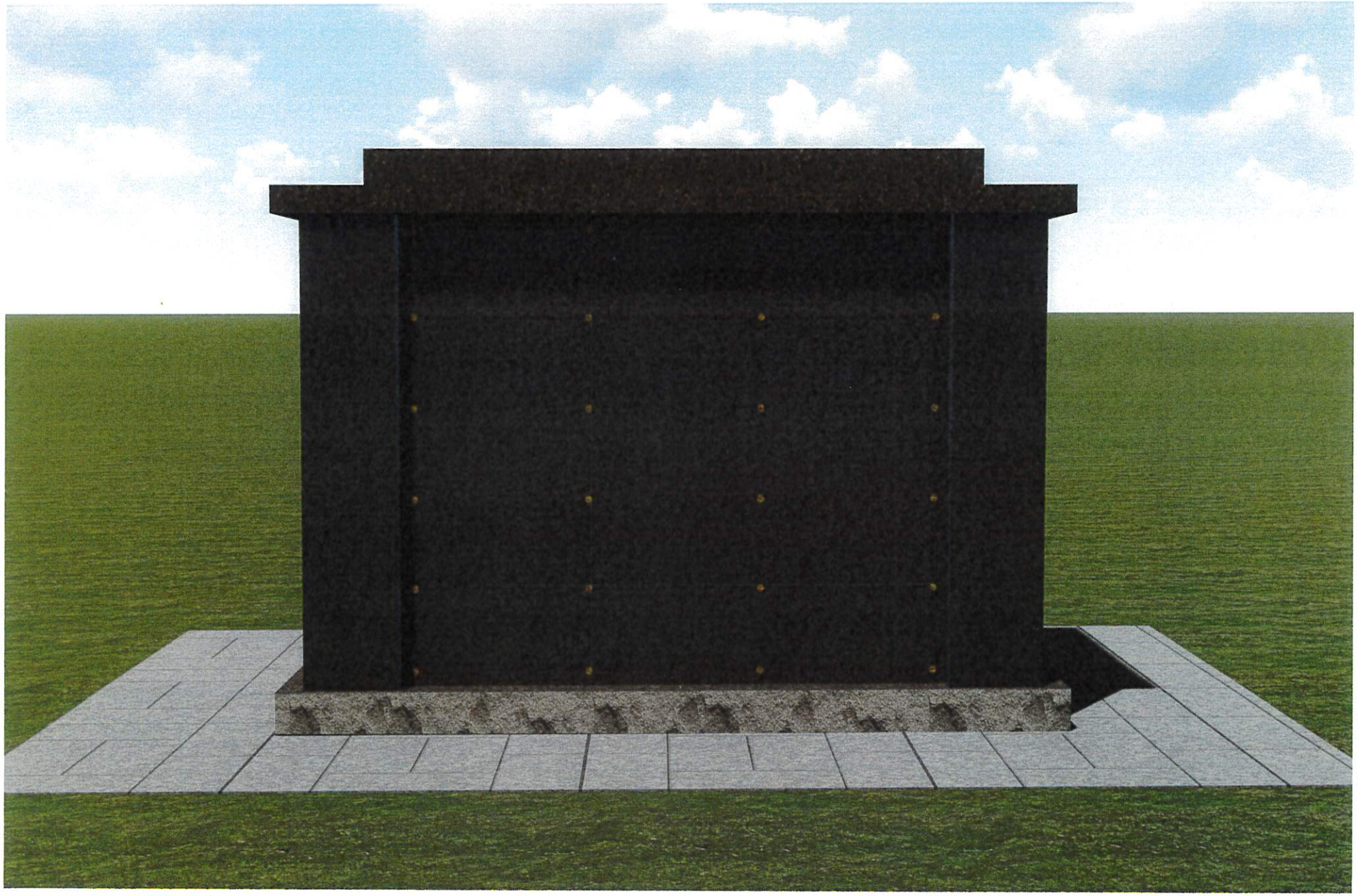




160 Niche Columbarium

Option - 1 - Indian Mahogany

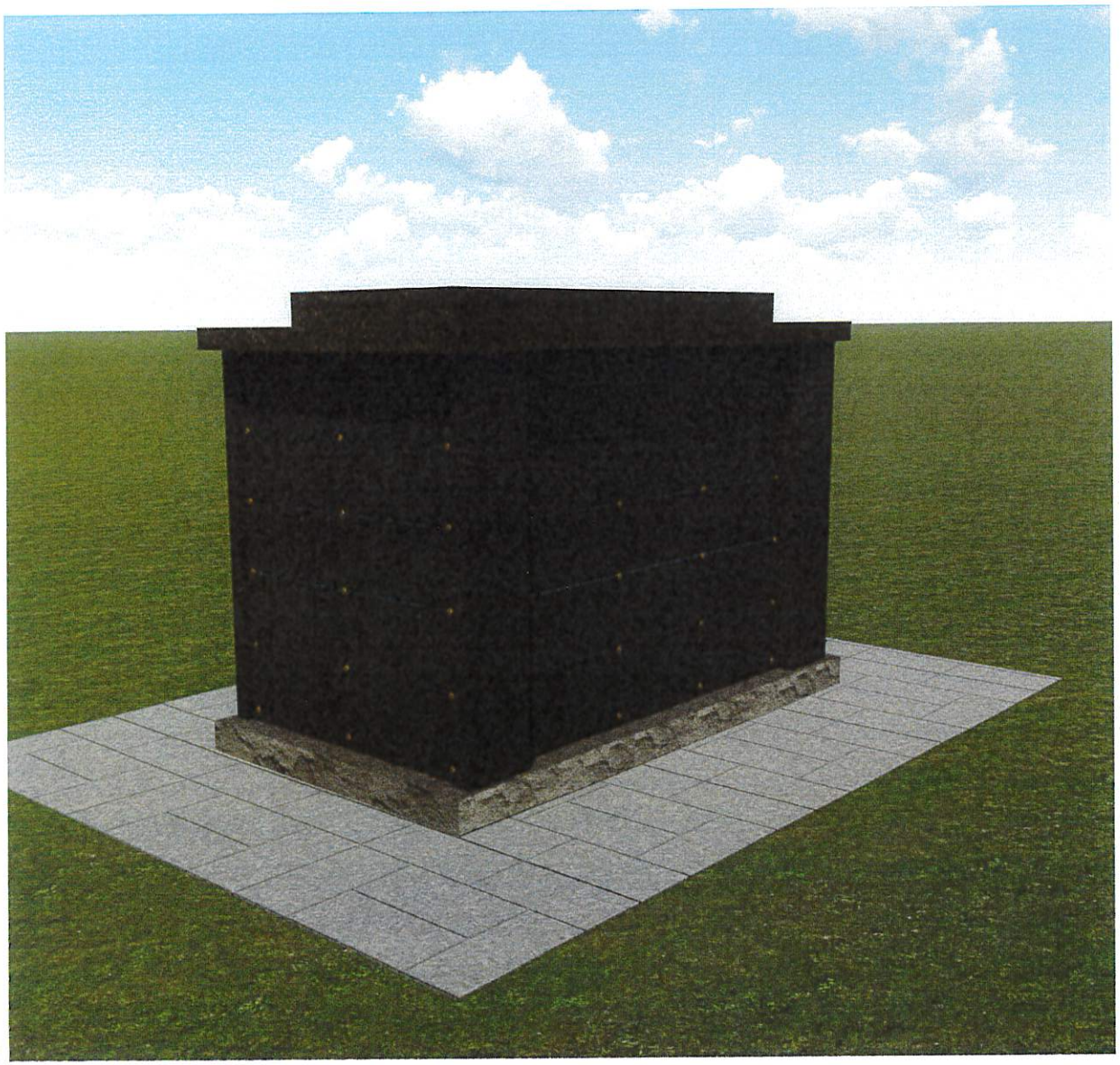
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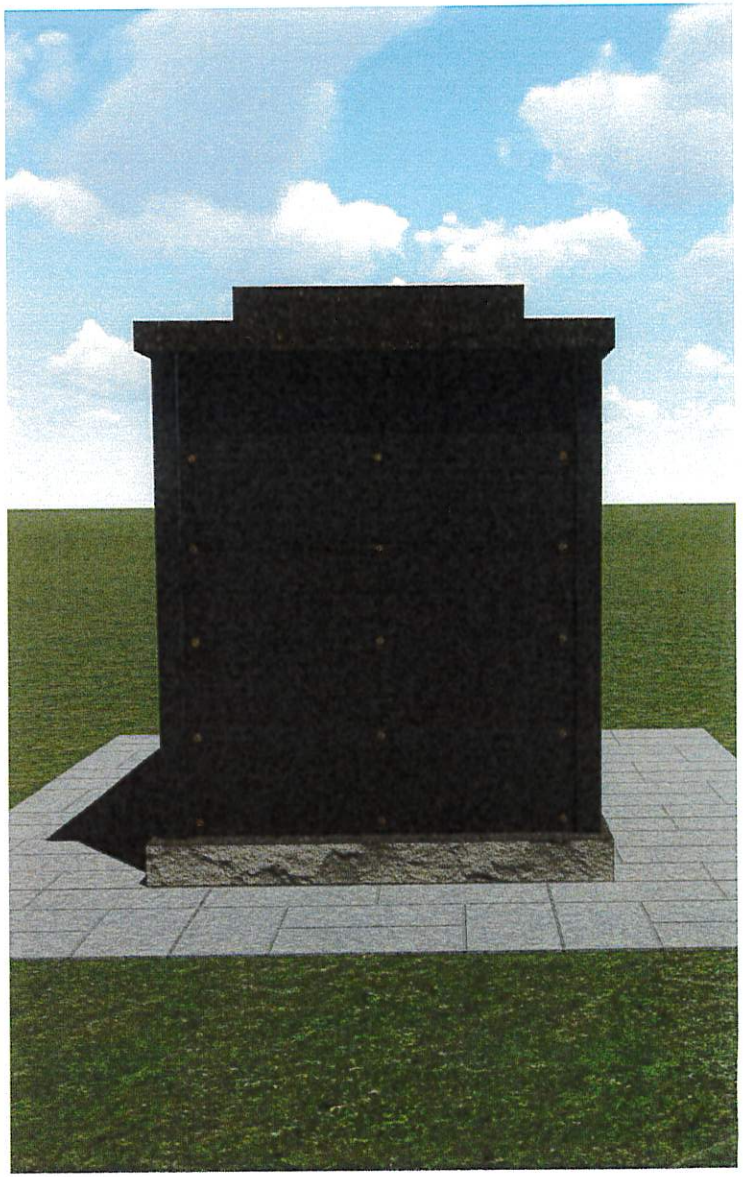


160 Niche Columbarium

Option - 1 - Tan Brown

Monument Warehouse
1551 Mineral Springs Rd
Elberton GA 30635
(800)-300-8025





160 Niche Columbarium

Option - 1 - Tan Brown

Monument Warehouse
1551 Mineral Springs Rd
Elberton GA 30635
(800)-300-8025

BID PROPOSAL and AGREEMENT

City of Lake Geneva Project 2026 -01 Oak Hill Cemetery Columbarium

Submitted by Ketterhagen Memorials-Burlington

Bid Proposal #1 **$79,757.00 Installed**

This bid is submitted in accordance with the Bid Notice, in order to provide the City of Lake Geneva – Oak Hill Cemetery the best opportunity to achieve continuity in granite color and appearance with the existing Columbarium installation. The granite specified in this proposal will be supplied by Dakota Granite, the original manufacturer of the existing unit. Dakota Mahogany granite will be provided for the Roof and Base to match the color of the existing niche doors, and Superior (Jet) Black granite will be provided for the Niche Doors and Corner Posts to complement the color of the existing Columbarium corner posts. All exposed Granite will be polished, except for the bottom outside base which will be Rock pitched.
(Superior (Jet) Black for Niche Doors & Corner Posts and Dakota Mahogany for Roof & Base)

Per your Sec. 1 – General

1) Ketterhagen Memorials will provide the City of Lake Geneva - Oak Hill Cemetery with one (1) pre-assembled 160 niche, 4-Sided Columbarium consisting of two (2) opposing sides configured six (6) niches wide by five (5) niches high (double depth), and the remaining two (2) opposing sides configured four (4) niches wide by five (5) niches high (standard single depth).

2) The granite specified for this proposal will be supplied by Dakota Granite, the original manufacturer of the existing Columbarium installation, to provide continuity in granite color and appearance. This proposal incorporates a **100% all-granite** structure (no reinforced concrete or aluminum inner core, that requires mechanically anchored exterior granite cladding panels and niche door assembles).

3) Niche doors will consist of individual polished Superior (Jet) Black granite fronts, with each door covering a single (1) niche openings and secured with bronze rosette fasteners (*no internal anchors required*). The use of individual granite niche doors allows for greater flexibility in memorialization layout and lettering design while maintaining consistency with the configuration of the existing Columbarium installation.

4) Base and roof to be polished Dakota Mahogany granite (*matching color of existing Columbarium niche doors*) with the outside bottom base being rock pitched. All four (4) vertical Corner posts will be Polished Superior (Jet) Black granite (*Similar in color to existing Columbarium Corner posts*). **Column flutes as shown in attached images are optional at no extra cost.**

5) This Columbarium will be delivered as a preassembled unit and set onsite by Ketterhagen Memorials utilizing crane-assisted placement. If semi-truck access is limited, transloading to a flatbed truck will be performed at a predetermined location. Reasonable precautions will be

taken during delivery and installation; however, responsibility for site access and potential damage to roadways, landscaping, or site conditions resulting from equipment access shall remain with the City of Lake Geneva – Oak Hill Cemetery.

6) The Columbarium will be fabricated and assembled by Dakota Granite and will be covered by Dakota Granite's Full Perpetual Warranty (*see attached*). In addition, Ketterhagen Memorials will provide a minimum ten (10) year workmanship warranty upon installation.

This warranty shall not apply to damage resulting from vandalism, abuse, improper maintenance, acts of God, subsurface soil conditions not reasonably detectable at the time of installation, site drainage alterations, adjacent excavation activities, or utility installation performed after project completion.

7) Ketterhagen Memorials shall not be responsible for the removal or relocation of overhead trees, limbs, or powerlines at the installation site. An unobstructed access route to the construction location will be provided by the City of Lake Geneva – Oak Hill Cemetery.

8) The City shall notify Ketterhagen Memorials when the installation area has been marked or staked for the required site visit and delivery.

9) Sod and excavated soil generated during foundation preparation will be placed on-site at a designated location as directed by the city. All packing materials associated with the Columbarium delivery (including wood, cardboard and strapping) will be removed from the site by Ketterhagen Memorials.

10) Ketterhagen Memorials will be responsible for the installation of this Columbarium. Installation will be performed utilizing the Dry Ice Method for the removal of lifting straps following crane-assisted placement onto the prepared concrete foundation, along with Dowel pins at both ends to prevent any future movement. A continuous setting compound will be applied at the base perimeter to provide a weather-resistant seal and finished appearance. This installation method eliminates the need for shims or rigid grout materials that may be subject to cracking or deterioration over time. A qualified contractor and/or crane service may be engaged by Ketterhagen Memorials as required to perform foundation excavation, concrete placement, and lifting operations associated with the installation of the Columbarium.

Concrete Foundation Specification: The concrete foundation shall measure approximately 115" x 68.5" x 48", providing a minimum 2" wash around the Columbarium base. Concrete shall be 4,000 PSI with fiber reinforcement; wire mesh reinforcement may be incorporated as required. The top 6" of the foundation will be formed and finished level in preparation to support the placement of the approximately 17,000 lb. Columbarium unit.

11) Installation is anticipated to be completed on or before December 15, 2026, subject to final approval of all project details and receipt of required deposit. Current fabrication lead time from Dakota Granite is estimated at 20–26 weeks from the date of approved submittals.

1. Total contract price in numbers
   $ 79,757.00
1. Total contract price in words
   Seventy-nine thousand seven hundred fifty-seven dollars
2. Surety bond/check included, 5%. ✓ Yes ___ No.
   Amount $ 3,987.85
3. Submitted by, Company,
   Ketterhagen Memorials, LLC
4. Representative (print name)
   Pat Vogel
5. Position in company:
   President / Member Owner
6. Contact information:
   Email: pvogel@kmllc.net
   Phone: 262-763-2535

Signature of Company representative
Pat Vogel Date 4 / 8 /2026

7. Acceptance by the City of Lake Geneva.
   a. City Clerk or authorized representative.
      Signature:_____ Date ____/____/2026
   b. Administrator.
      Signature:_____ Date ____/____/2026

8. Witnesseth that whereas the City, under provision of Sec.62.29 wis stats, and by virtue of authority vested in the said City Council has awarded the contractor the work.

9. The City confirms that adequate funds are available and dedicated for this project.
   a. City of Lake Geneva Comptroller.
      Signature: _____ Date ____/____/2026

10. Project shall be completed by 31 Nov. 2026 with any approved delays at the sole discretion of the City DPW.

Project Price: $79,757.00

Price includes a set of Twenty-four (24) extra doors (both inside & outside)

Payment Terms: 15% down upon acceptance of bid.

Equal monthly draws as approved by the City of Lake Geneva – Oak Hill Cemetery

5% retainage until final approval within 15 days of completion

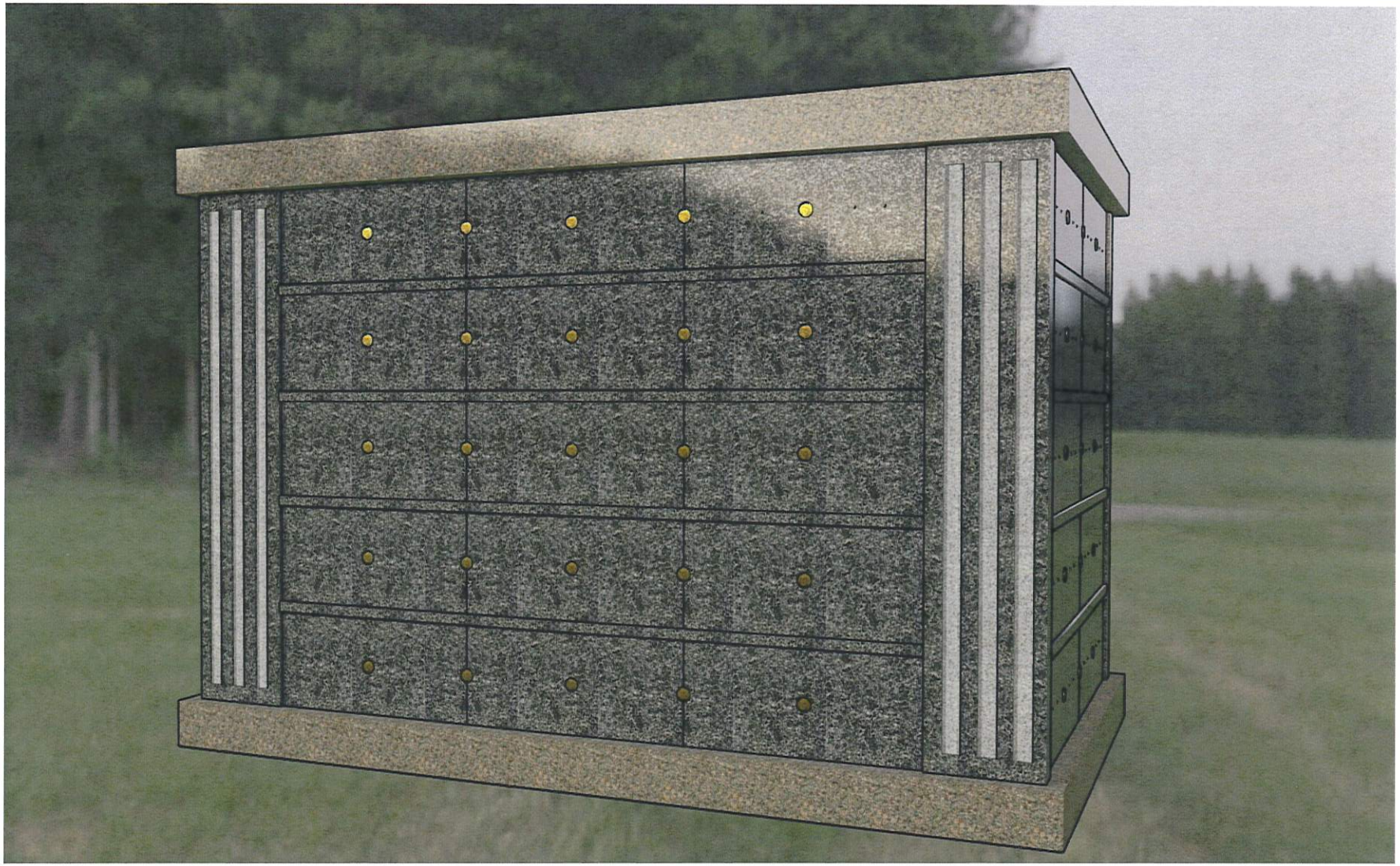
(Price is net, no discounts)

Quote Valid: 90 days from submittal

Submitted By: Pat Vogel, Ketterhagen Memorials Date: April 8, 2026

Accepted by: City of Lake Geneva

Signature: _____ Date: _____, 2026



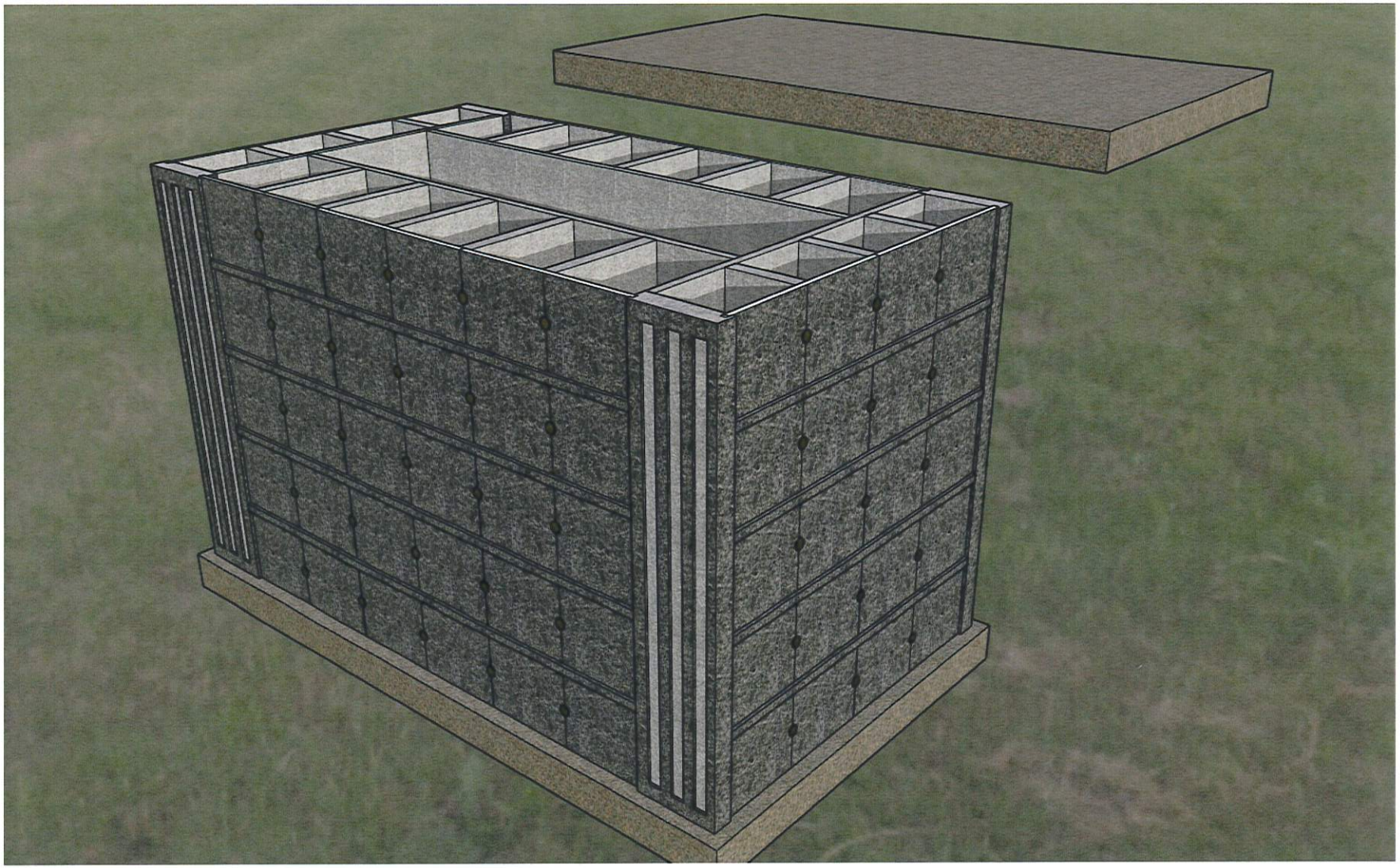
KETTERHAGEN MEM'L
BURLINGTON, WI

160 INTERNMENT COLUMBARIUM

REVISIONS		
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1	02/10/26	...
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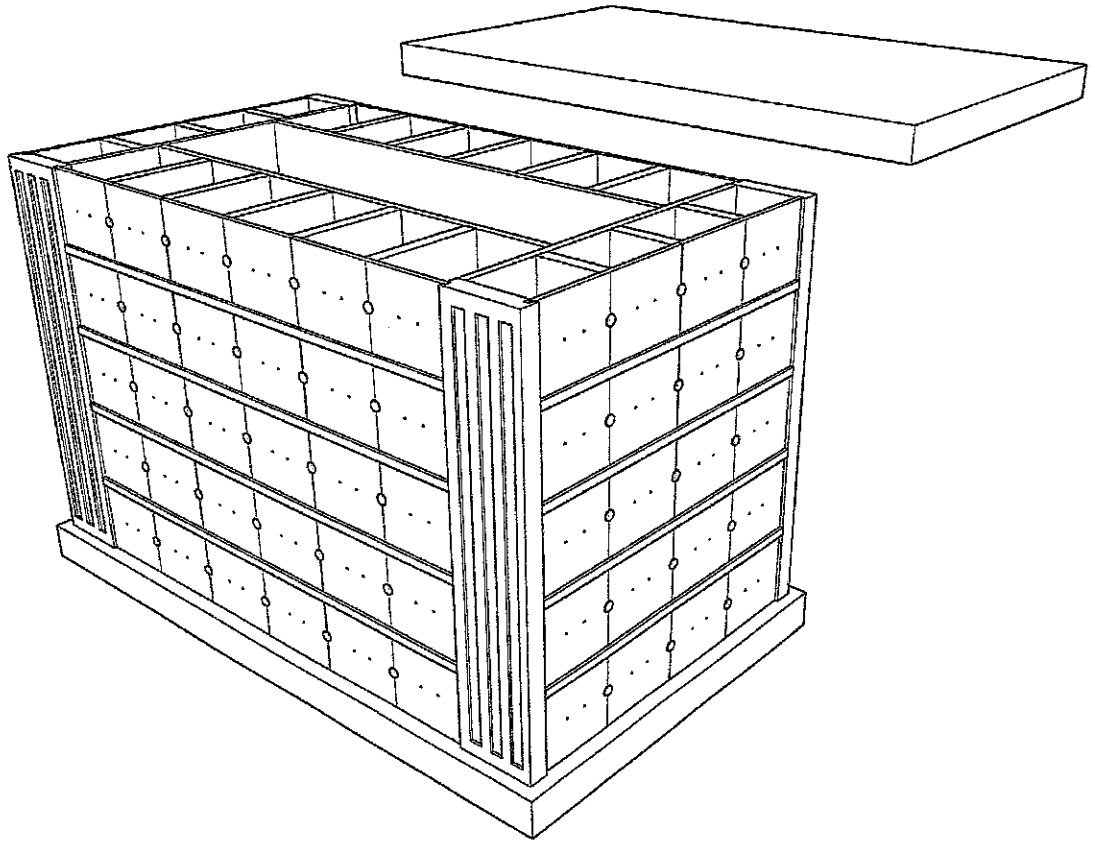
KETTERHAGEN MEM'L
BURLINGTON, WI

160 INTERNMENT COLUMBARIUM

REVISIONS		
	MM/DD/YY	REMARKS
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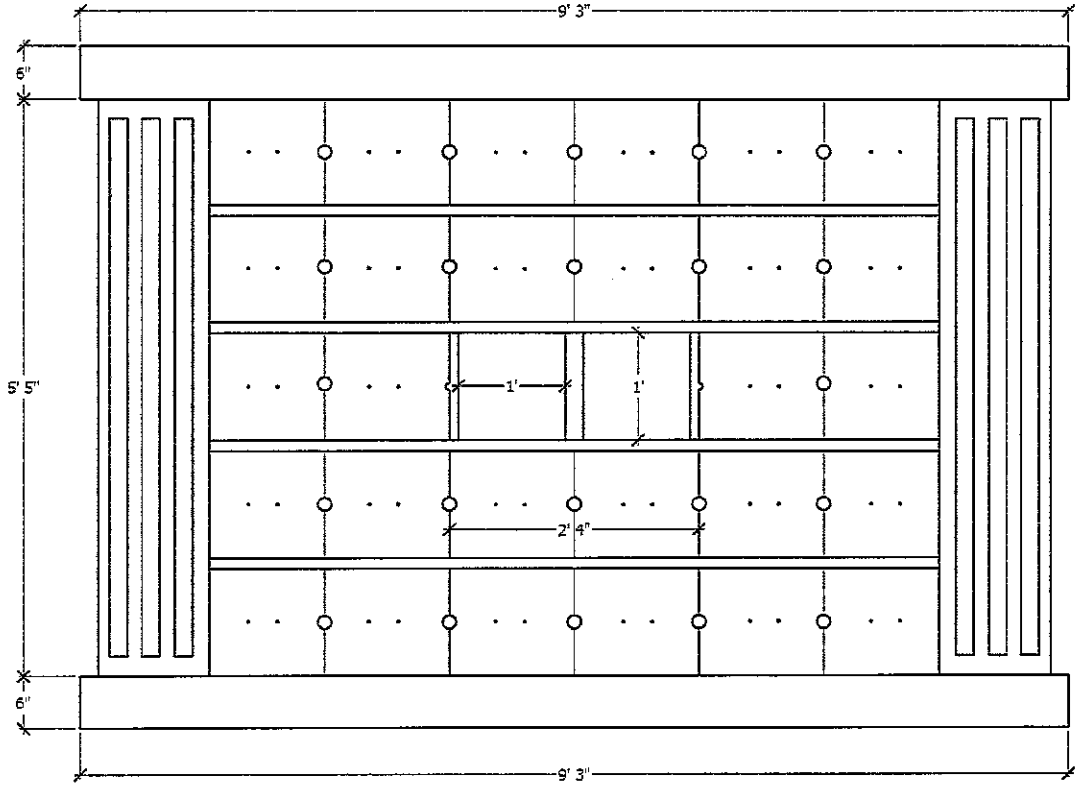
KETTERHAGEN MEM'L
BURLINGTON, WI

160 INTERNMENT COLUMBARIUM

REVISIONS		
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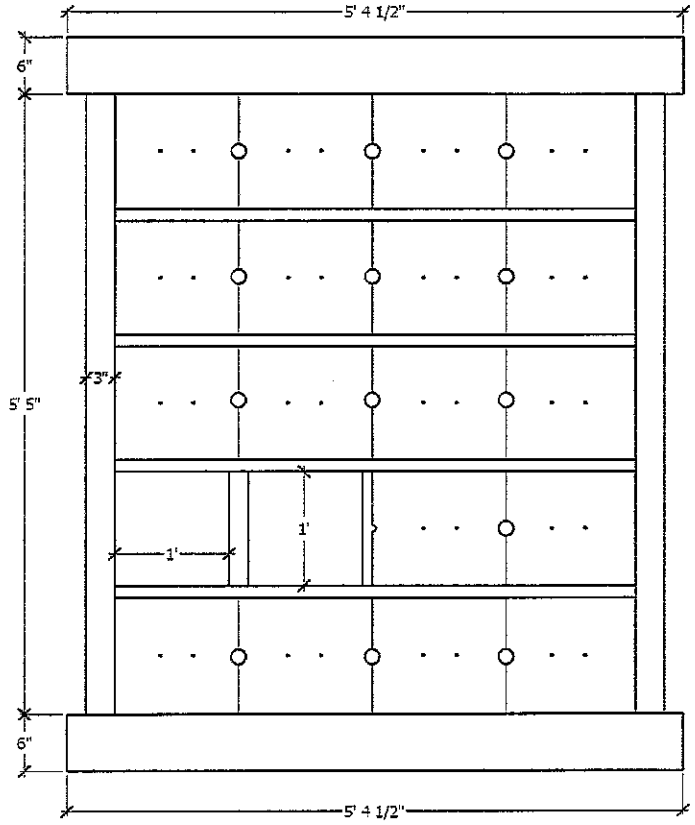
FRONT ELEVATION

KETTERHAGEN MEM'L BURLINGTON, WI	160 INTERNMENT COLUMBARIUM

REVISIONS		
	MM/DD/YY	REMARKS
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SIDE ELEVATION

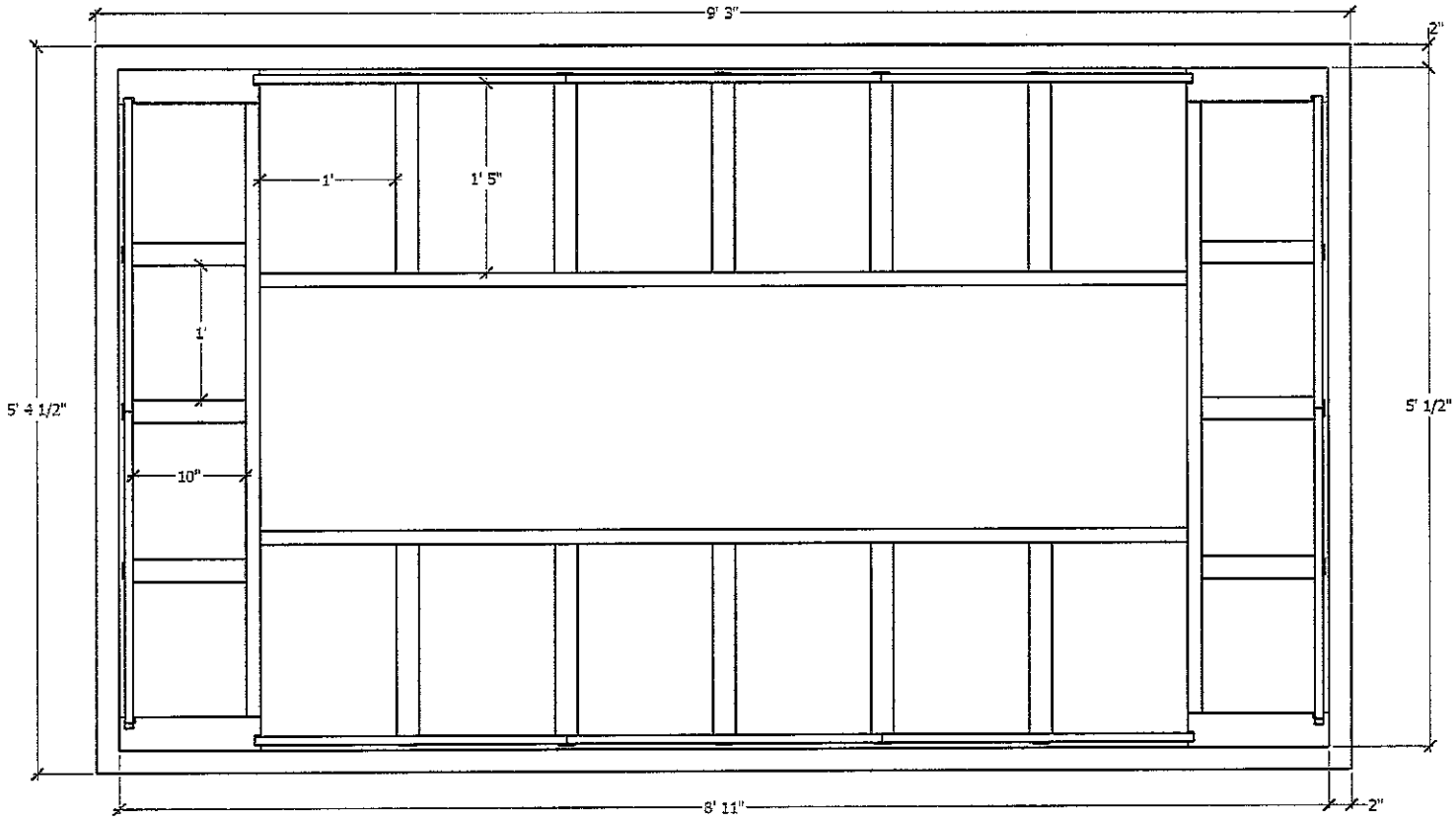
KETTERHAGEN MEM'L
BURLINGTON, WI

160 INTERNMENT COLUMBARIUM

REVISIONS		
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PLAN VIEW

KETTERHAGEN MEM'L
BURLINGTON, WI

160 INTERNMENT COLUMBARIUM

REVISIONS		
	MM/DD/YY	REMARKS
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QUARRIERS AND MANUFACTURERS OF MONUMENTAL GRANITE

DAKOTA GRANITE®

FULL PERPETUAL WARRANTY CERTIFICATE

Dakota Granite® offers a full perpetual warranty for every memorial manufactured with our granite, which retail companies can pass to the families they serve.

OUR FULL PERPETUAL WARRANTY

DAKOTA GRANITE now certifies that your DAKOTA GRANITE MEMORIAL, made from any of our granite *(Dakota Mahogany®, American Rose, American Bouquet, Bellingham, Superior Black, Colorado Rose Red, Jet Mist, American Black, Medium Black, Blue Pearl, Medium Barre, Silver Cloud, or Morning Rose)* was selected for its natural color and grain and that no artificial or temporary coloring agent or finishing material has been used in the fabrication.

DAKOTA GRANITE will repair or replace, without charge, should the memorial crack, chip, break, discolor, or prove defective in any way attributable to the granite integrity and verified by our inspectors. Such replacement and related costs, including material and shipping, will be borne by DAKOTA GRANITE and its authorized Agent. This warranty does not authorize the party seeking warranty coverage to incur any expense toward replacement or related costs without prior written consent from DAKOTA GRANITE. In the event of a defect in the warranted granite memorial, a claim must be made in writing, including the name of the original purchaser and Dakota Granite order number—mail claims to Dakota Granite, PO Box 1351, Milbank, South Dakota 57252 or contact your sales representative.

DAKOTA GRANITE further warrants that any replacement will be of a color, grain, and grade of granite as close as possible to the original. Since granite is a quarried natural stone, we cannot guarantee that the given color or grain will always be available. While every effort will be made to match the original granite, DAKOTA GRANITE reserves the right to replace the defective portion with granite of a grade, color, or grain marketed by the Company when the warranty is honored; this warranty is subject to inventory and availability of products at the time of claim.

DAKOTA GRANITE will not be responsible for damage from war, theft, vandalism, negligence, unauthorized modification, unusual environmental and atmospheric conditions, acts of God, fire, explosions, floods, or any other natural disaster. This warranty extends to the original purchaser and the purchaser's heirs or assignees. This warranty is valid in perpetuity and becomes effective upon the product's delivery date and or when the terms and conditions of the purchase agreement have been met between the purchaser and the AUTHORIZED DAKOTA GRANITE AGENT.

**** Our Perpetual Granite Warranty becomes null and void if the granite piece is fabricated with core or lug holes. ****

DAKOTA GRANITE®	AUTHORIZED DEALER
_____	_____
PRESIDENT SIGNATURE	NAME
_____	_____
DATE	SIGNATURE

DAKOTA GRANITE EST 1925

THE GRANITE PEOPLE SINCE 1925

dakota@dakgran.com | Tel: 800-843-3333 | 48391 150th Street | Milbank, South Dakota 57252 U.S.A.

BID PROPOSAL and AGREEMENT

City of Lake Geneva Project 2026 -01 Oak Hill Cemetery Columbarium

Submitted by Ketterhagen Memorials-Burlington

Alternate Bid Proposal #2 **$75,975.00 Installed**

This bid is submitted in accordance with the Bid Notice, to provide the City of Lake Geneva – Oak Hill Cemetery the best opportunity to achieve continuity in granite color and appearance with the existing Columbarium installation. The granite specified in this proposal will be supplied by Dakota Granite, the original manufacturer of the existing unit. Dakota Mahogany granite will be provided for the Roof, Base and Corner Posts to match the color of the existing niche doors, and Superior (Jet) Black granite will be provided for the Niche Doors to complement the color of the existing Columbarium corner posts. All exposed Granite will be polished, except for the bottom outside base which will be Rock pitched.

(Superior (Jet) Black for Niche Doors and Dakota Mahogany for Roof, Base & Corner Posts)

Per your Sec. 1 – General

1) Ketterhagen Memorials will provide the City of Lake Geneva - Oak Hill Cemetery with one (1) pre-assembled 160 niche, 4-Sided Columbarium consisting of two (2) opposing sides configured six (6) niches wide by five (5) niches high (double depth), and the remaining two (2) opposing sides configured four (4) niches wide by five (5) niches high (standard single depth).

2) The granite specified for this proposal will be supplied by Dakota Granite, the original manufacturer of the existing Columbarium installation, to provide continuity in granite color and appearance. This proposal incorporates a **100% all-granite** structure (no reinforced concrete or aluminum inner core, that requires mechanically anchored exterior granite cladding panels and niche door assembles).

3) Niche doors will consist of individual polished Superior (Jet) Black granite fronts, with each door covering a single (1) niche openings and secured with bronze rosette fasteners (*no internal anchors required*). The use of individual granite niche doors allows for greater flexibility in memorialization layout and lettering design while maintaining consistency with the configuration of the existing Columbarium installation.

4) Base, Roof & Corner Posts to be polished Dakota Mahogany granite (*matching color of existing Columbarium niche doors*) with the outside bottom base being rock pitched.
Column flutes as shown in attached images are optional at no extra cost.

5) This Columbarium will be delivered as a preassembled unit and set onsite by Ketterhagen Memorials utilizing crane-assisted placement. If semi-truck access is limited, transloading to a flatbed truck will be performed at a predetermined location. Reasonable precautions will be taken

during delivery and installation; however, responsibility for site access and potential damage to roadways, landscaping, or site conditions resulting from equipment access shall remain with the City of Lake Geneva – Oak Hill Cemetery.

6) The Columbarium will be fabricated and assembled by Dakota Granite and will be covered by Dakota Granite's Full Perpetual Warranty (*see attached*). In addition, Ketterhagen Memorials will provide a minimum ten (10) year workmanship warranty upon installation.

This warranty shall not apply to damage resulting from vandalism, abuse, improper maintenance, acts of God, subsurface soil conditions not reasonably detectable at the time of installation, site drainage alterations, adjacent excavation activities, or utility installation performed after project completion.

7) Ketterhagen Memorials shall not be responsible for the removal or relocation of overhead trees, limbs, or powerlines at the installation site. An unobstructed access route to the construction location will be provided by the City of Lake Geneva – Oak Hill Cemetery.

8) The City shall notify Ketterhagen Memorials when the installation area has been marked or staked for the required site visit and delivery.

9) Sod and excavated soil generated during foundation preparation will be placed on-site at a designated location as directed by the city. All packing materials associated with the Columbarium delivery (including wood, cardboard and strapping) will be removed from the site by Ketterhagen Memorials.

10) Ketterhagen Memorials will be responsible for the installation of this Columbarium. Installation will be performed utilizing the Dry Ice Method for the removal of lifting straps following crane-assisted placement onto the prepared concrete foundation, along with Dowel pins at both ends to prevent any future movement. A continuous setting compound will be applied at the base perimeter to provide a weather-resistant seal and finished appearance. This installation method eliminates the need for shims or rigid grout materials that may be subject to cracking or deterioration over time. A qualified contractor and/or crane service may be engaged by Ketterhagen Memorials as required to perform foundation excavation, concrete placement, and lifting operations associated with the installation of the Columbarium.

Concrete Foundation Specification: The concrete foundation shall measure approximately 115" x 68.5" x 48", providing a minimum 2" wash around the Columbarium base. Concrete shall be 4,000 PSI with fiber reinforcement; wire mesh reinforcement may be incorporated as required. The top 6" of the foundation will be formed and finished level in preparation to support the placement of the approximately 17,000 lb. Columbarium unit.

11) Installation is anticipated to be completed on or before December 15, 2026, subject to final approval of all project details and receipt of required deposit. Current fabrication lead time from Dakota Granite is estimated at 20–26 weeks from the date of approved submittals.

1. Total contract price in numbers
   $ 75,975.00
1. Total contract price in words
   Seventy-five thousand nine hundred seventy-five dollars
2. Surety bond/check included. 5%. ✓ Yes ___ No.
   Amount $ 3,798.75
3. Submitted by, Company,
   Ketterhagen Memorials, LLC
4. Representative (print name)
   Pat Vogel
5. Position in company:
   President / Member Owner
6. Contact information:
   Email: pvogel@kmllc.net
   Phone: 262-763-2535

Signature of Company representative
Pat Vogel Date 4 / 8 /2026

7. Acceptance by the City of Lake Geneva.
   a. City Clerk or authorized representative.
      Signature:_____ Date ____/____/2026
   b. Administrator.
      Signature:_____ Date ____/____/2026

8. Witnesseth that whereas the City, under provision of Sec.62.29 wis stats, and by virtue of authority vested in the said City Council has awarded the contractor the work.

9. The City confirms that adequate funds are available and dedicated for this project.
   a. City of Lake Geneva Comptroller.
      Signature: _____ Date ____/____/2026

10. Project shall be completed by 31 Nov. 2026 with any approved delays at the sole discretion of the City DPW.

Project Price: $75,975.00

Price includes a set of Twenty-four (24) extra doors (both inside & outside)

Payment Terms: 15% down upon acceptance of bid.

Equal monthly draws as approved by the City of Lake Geneva – Oak Hill Cemetery

5% retainage until final approval within 15 days of completion

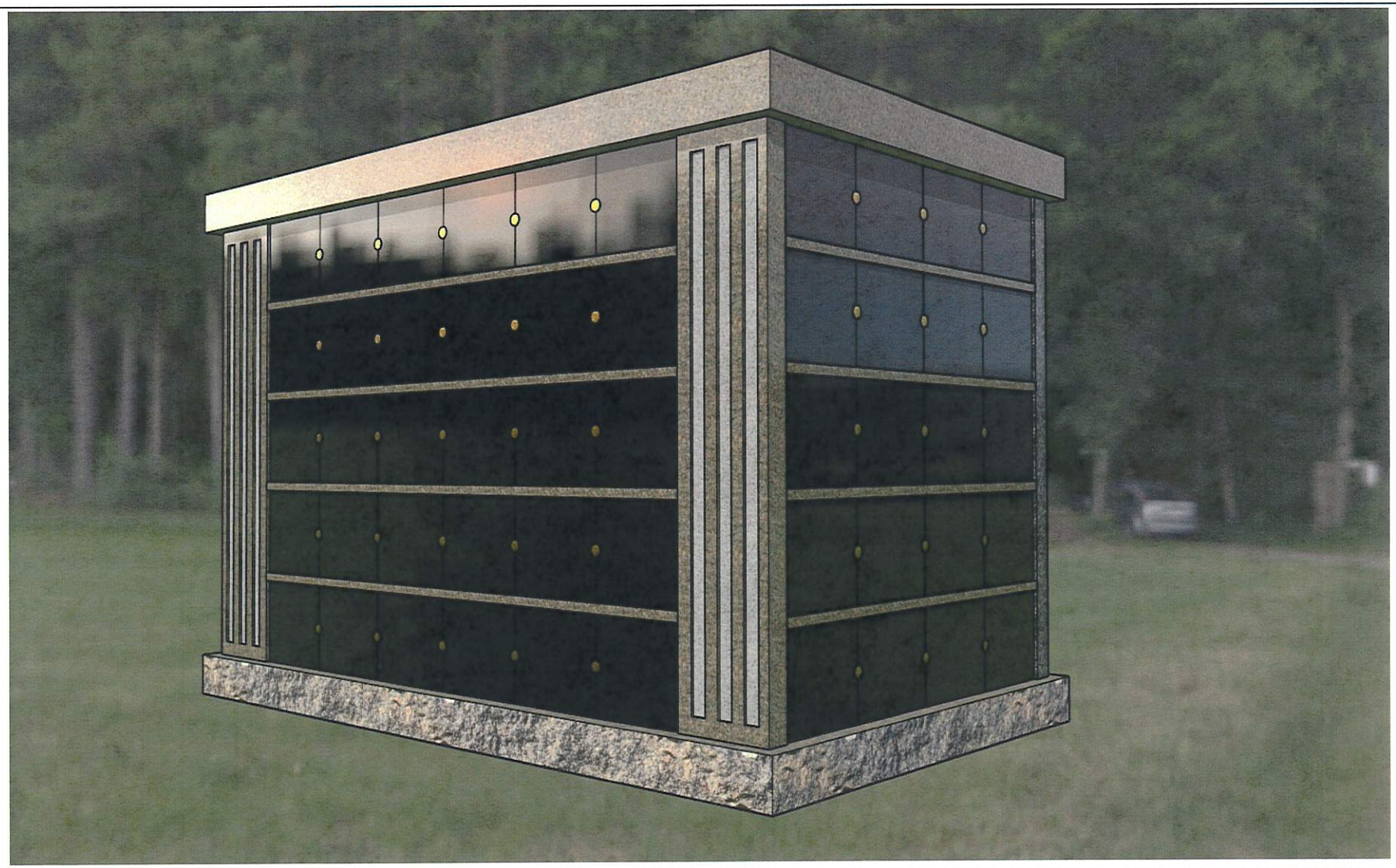
(Price is net, no discounts)

Quote Valid: 90 days from submittal

Submitted By: Pat Vogel, Ketterhagen Memorials Date: April 8, 2026

Accepted by: City of Lake Geneva

Signature: _____ Date: _____, 2026



KETTERHAGEN MEM'L
BURLINGTON, WI

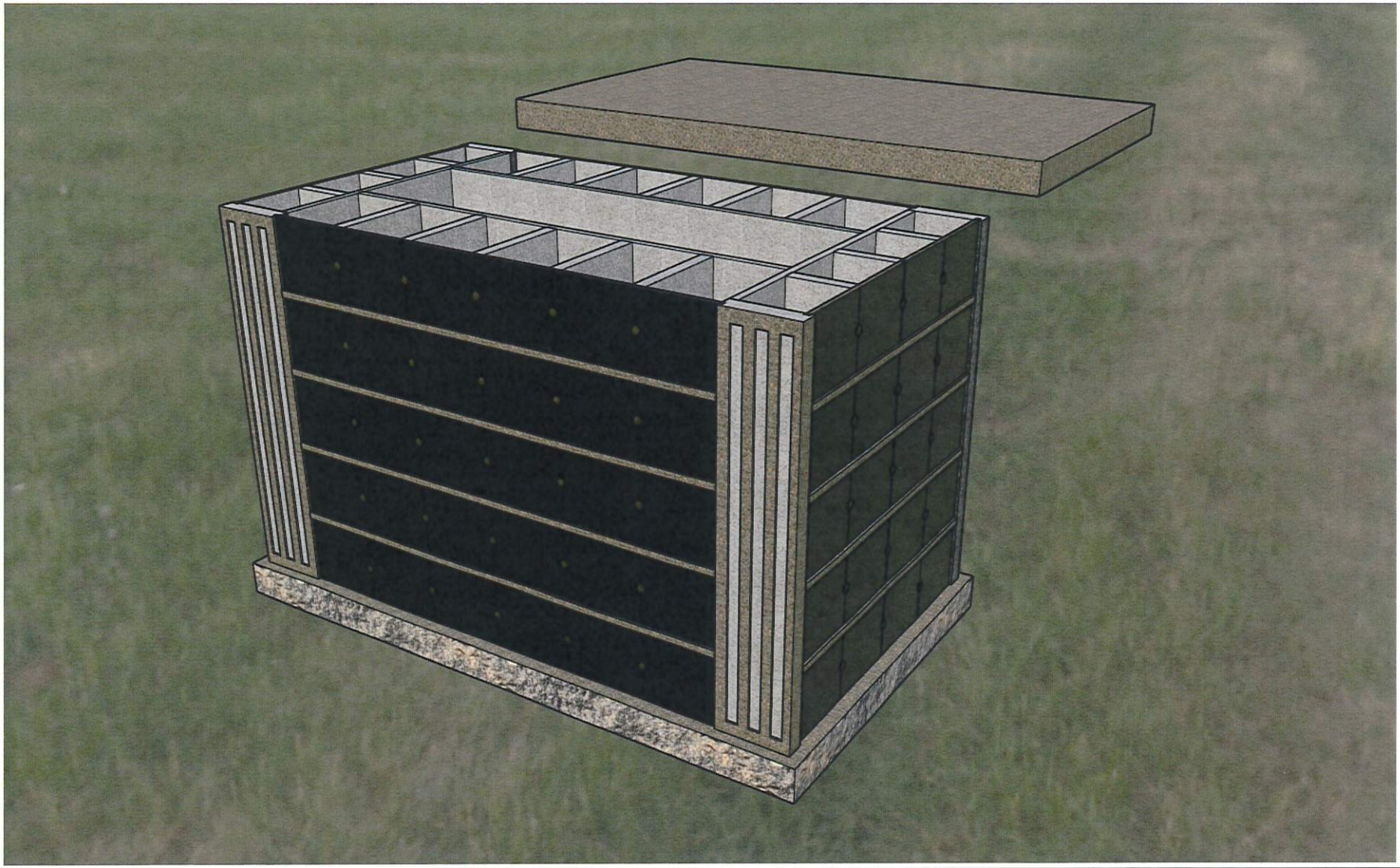
160 INTERNMENT COLUMBARIUM v3.0

REVISIONS

	MM/DD/YY	REMARKS
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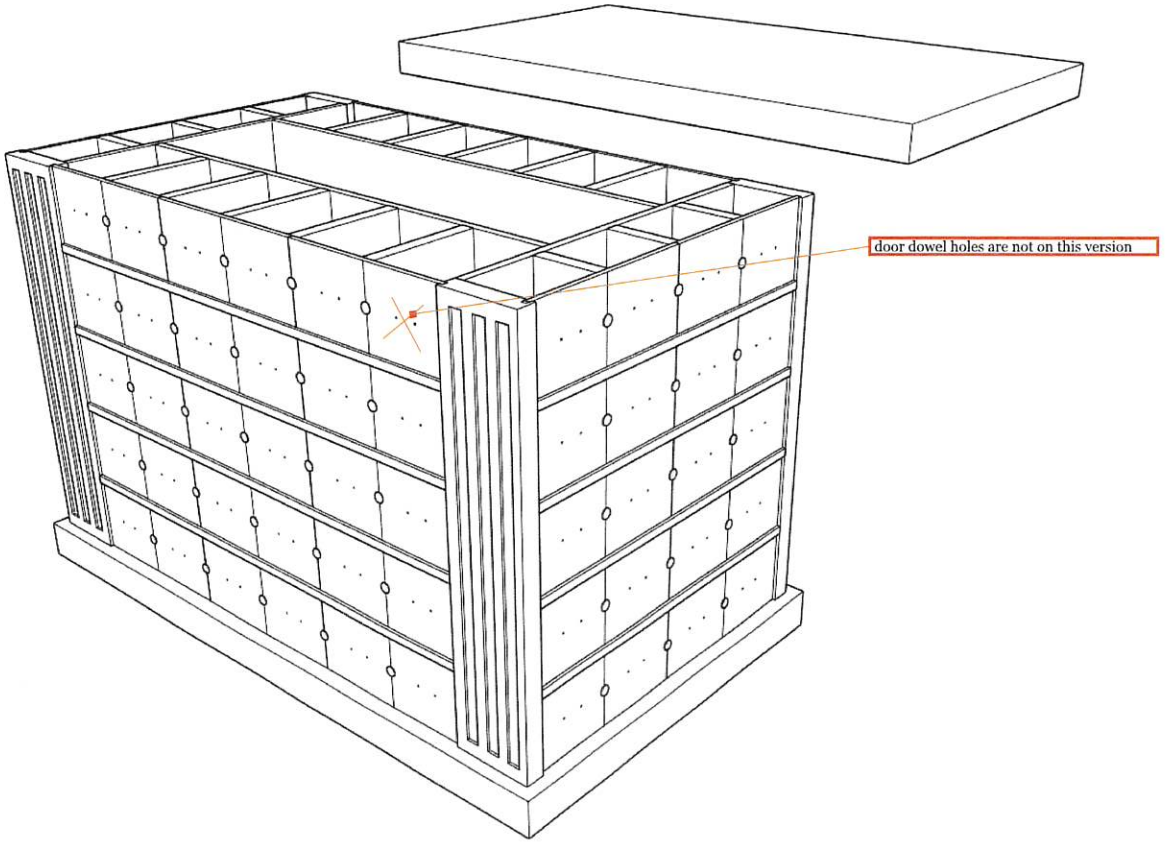
KETTERHAGEN MEM'L
BURLINGTON, WI

160 INTERNMENT COLUMBARIUM v3.0

REVISIONS		
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KETTERHAGEN MEM'L
BURLINGTON, WI

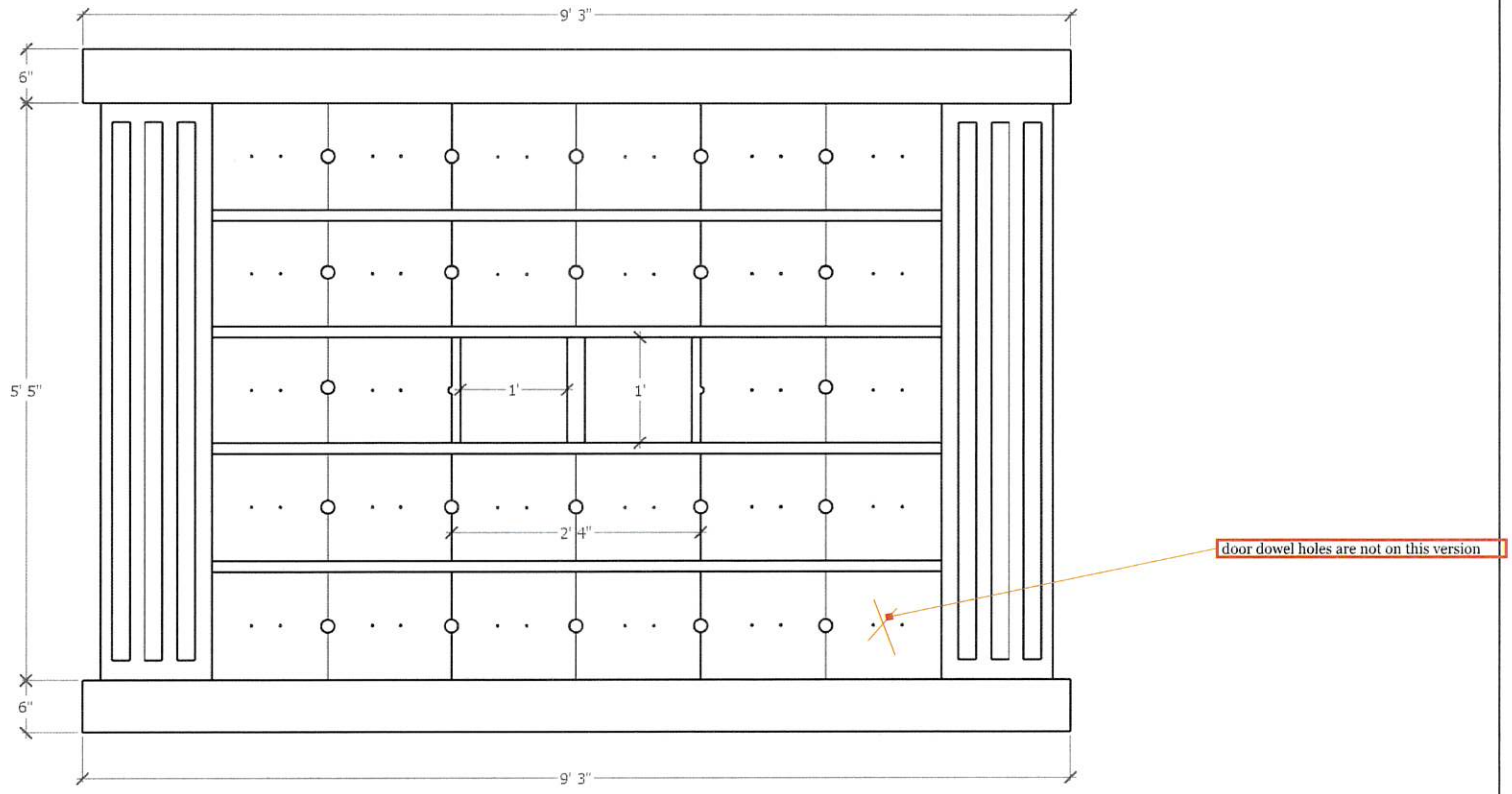
160 INTERNMENT COLUMBARIUM v3.0

REVISIONS

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FRONT ELEVATION

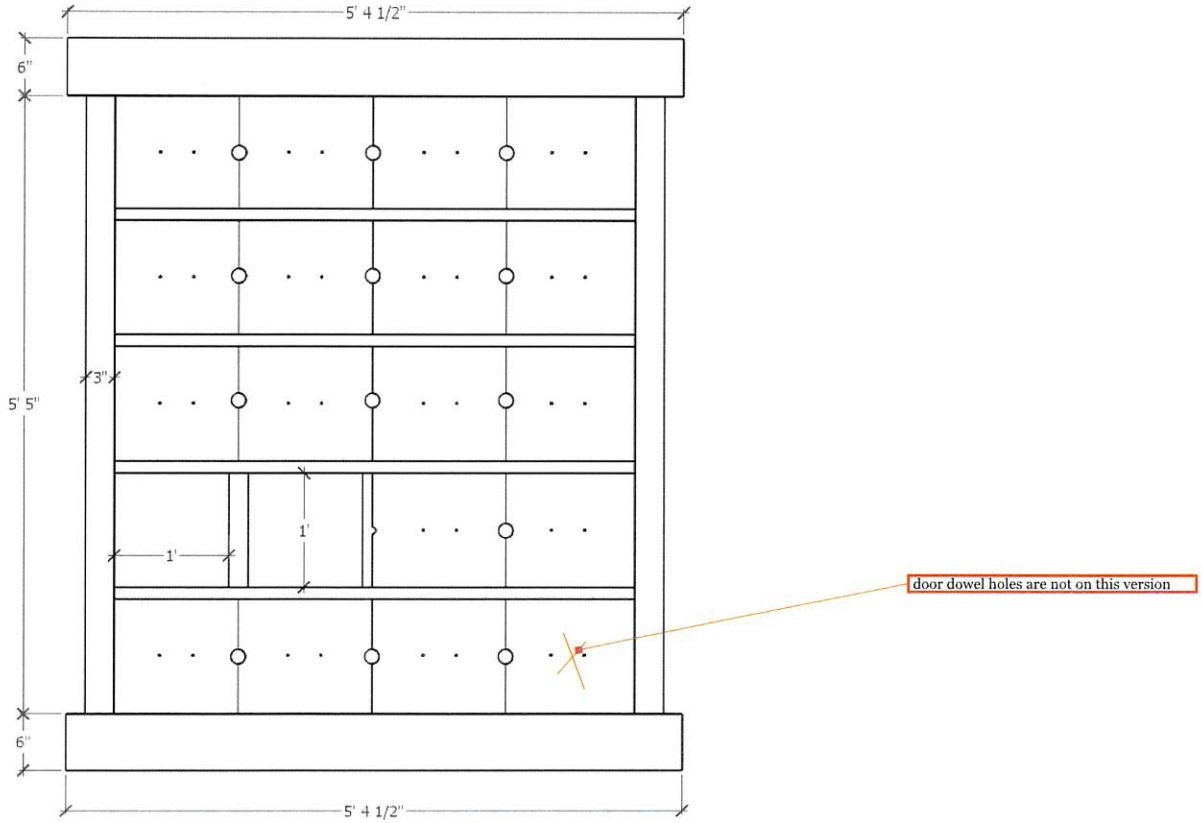
KETTERHAGEN MEM'L BURLINGTON, WI	160 INTERNMENT COLUMBARIUM v3.0

REVISIONS

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1	02/12/26	door dowel holes are not on this version
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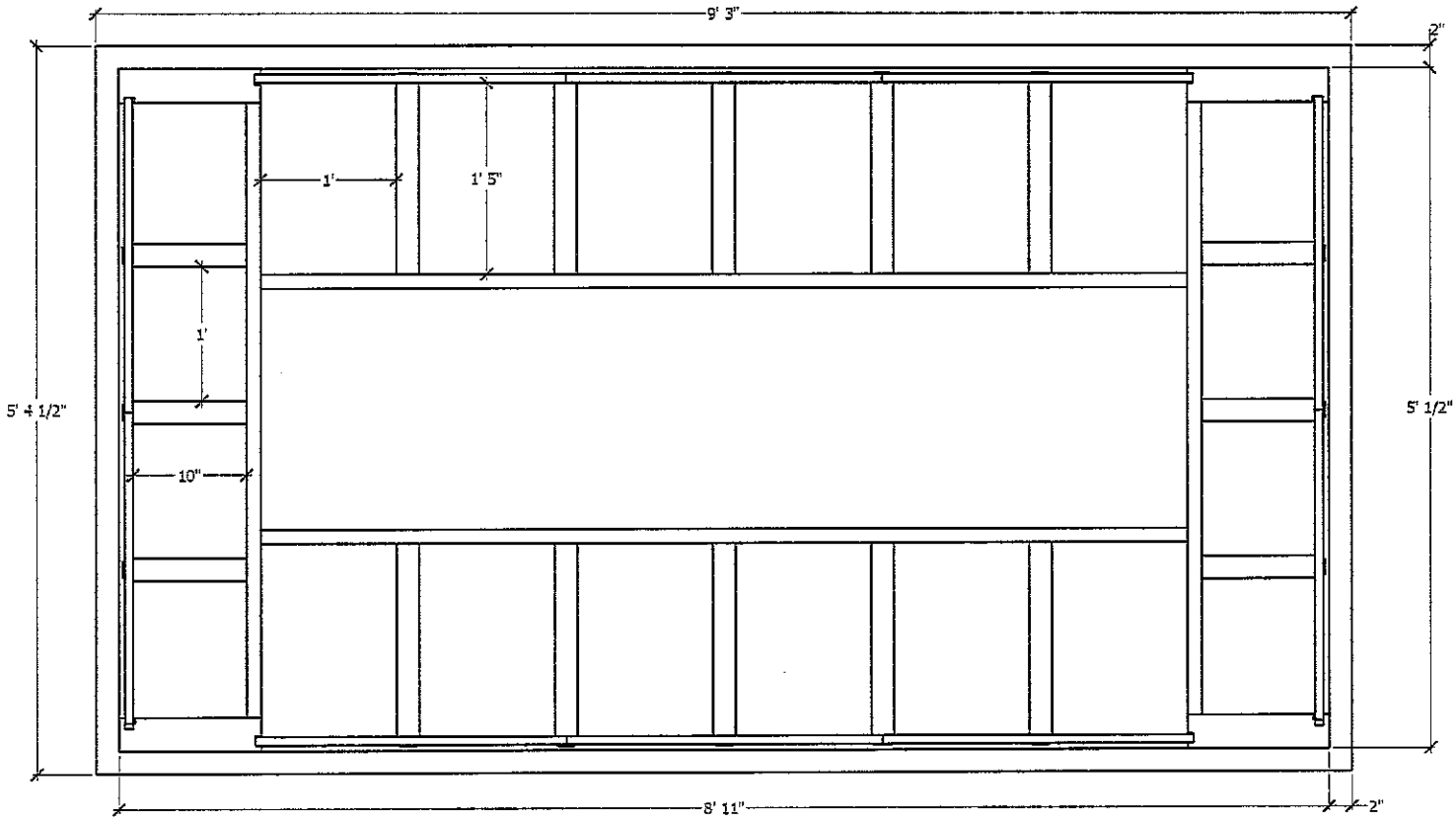
SIDE ELEVATION

KETTERHAGEN MEM'L BURLINGTON, WI	160 INTERNMENT COLUMBARIUM v3.0	A 001

REVISIONS

	MM/DD/YY	REMARKS
1	02/12/26	door dowel holes are not on this version
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PLAN VIEW

KETTERHAGEN MEM'L BURLINGTON, WI	DAKOTA GRANITE	REVISIONS		001
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QUARRIERS AND MANUFACTURERS OF MONUMENTAL GRANITE

DAKOTA GRANITE®

FULL PERPETUAL WARRANTY CERTIFICATE

Dakota Granite® offers a full perpetual warranty for every memorial manufactured with our granite, which retail companies can pass to the families they serve.

OUR FULL PERPETUAL WARRANTY

DAKOTA GRANITE now certifies that your DAKOTA GRANITE MEMORIAL, made from any of our granite *(Dakota Mahogany®, American Rose, American Bouquet, Bellingham, Superior Black, Colorado Rose Red, Jet Mist, American Black, Medium Black, Blue Pearl, Medium Barre, Silver Cloud, or Morning Rose)* was selected for its natural color and grain and that no artificial or temporary coloring agent or finishing material has been used in the fabrication.

DAKOTA GRANITE will repair or replace, without charge, should the memorial crack, chip, break, discolor, or prove defective in any way attributable to the granite integrity and verified by our inspectors. Such replacement and related costs, including material and shipping, will be borne by DAKOTA GRANITE and its authorized Agent. This warranty does not authorize the party seeking warranty coverage to incur any expense toward replacement or related costs without prior written consent from DAKOTA GRANITE. In the event of a defect in the warranted granite memorial, a claim must be made in writing, including the name of the original purchaser and Dakota Granite order number—mail claims to Dakota Granite, PO Box 1351, Milbank, South Dakota 57252 or contact your sales representative.

DAKOTA GRANITE further warrants that any replacement will be of a color, grain, and grade of granite as close as possible to the original. Since granite is a quarried natural stone, we cannot guarantee that the given color or grain will always be available. While every effort will be made to match the original granite, DAKOTA GRANITE reserves the right to replace the defective portion with granite of a grade, color, or grain marketed by the Company when the warranty is honored; this warranty is subject to inventory and availability of products at the time of claim.

DAKOTA GRANITE will not be responsible for damage from war, theft, vandalism, negligence, unauthorized modification, unusual environmental and atmospheric conditions, acts of God, fire, explosions, floods, or any other natural disaster. This warranty extends to the original purchaser and the purchaser's heirs or assignees. This warranty is valid in perpetuity and becomes effective upon the product's delivery date and or when the terms and conditions of the purchase agreement have been met between the purchaser and the AUTHORIZED DAKOTA GRANITE AGENT.

**** Our Perpetual Granite Warranty becomes null and void if the granite piece is fabricated with core or lug holes. ****

DAKOTA GRANITE®	AUTHORIZED DEALER
_____	_____
PRESIDENT SIGNATURE	NAME
_____	_____
DATE	SIGNATURE

DAKOTA EST 1925 GRANITE®

THE GRANITE PEOPLE SINCE 1925

dakota@dakgran.com | Tel: 800-843-3333 | 48391 150th Street | Milbank, South Dakota 57252 U.S.A.

Eickhof

City of Lake Geneva Public Works

Streets/Parks/Forestry/Cemeteries/Buildings and Grounds

1065 Carey St. Lake Geneva WI. 53147 (262)248-6644

City of Lake Geneva Oak Hill Cemetery

Request for Bids, Project 2026-01 Columbarium

1101 Cemetery Rd. LG Wi.

Sec. 1. General

1. Fabricate, ship and install (F.O.B. Lake Geneva, WI), at location directed by the City in Oak Hill Cemetery, One (1), one hundred (100) door pre-assembled, 4-Sided Columbarium. Two sides opposite each other will be six niches wide by five niches high with double depth niches (12"x24") and the other two opposite sides will be four niches wide by five niches high with single depth (12"x12") niches.

2. All granite design with non- predrilled holes in doors.

3. Corner posts and niche doors to be jet black, premium grade granite. Doors hung with bronze rosette hangers. Dakota granite preferred or a close match to existing.

4. Twenty-four (24) extra doors to be supplied, a combination of outside and inside.

5. Lid and base to be polished Mahogony. Dakota granite preferred or a close match to existing. Base edge shall be rock-pitched.

6. Bidder is responsible for delivery and freight, installation of suitable foundation, unloading the unit (including the use of a transfer truck due to difficult site access if needed), and installation of unit (crane service and setting) to furnish to the City a fully functional unit.

7. 5-year workmanship and 50-year material Warranty included.

8. Route to construction site in the City limits will be provided and be free of obstruction. Bidder will not be responsible for damage to roadways required for construction access in City limits but will make every effort to avoid unusual damage.

9. It is the bidder's responsibility to determine if a site visit is needed. There will be no concessions given for issues that arise after the bids are submitted. The City will be available during normal working hours for site visits.

10. Unusable soil and excavation materials can be disposed of at the cemetery. The City expects reasonable disturbances during construction; however, contractor shall make every effort to not damage landscaping, roadways, turf, etc.

11. Bidder shall make this bid all-inclusive with no part of a full installation to be deemed 'done by others' unless specifically listed in this form, providing a fully functional unit.

12. All bids shall be submitted on this form. No bidder shall contact any City official regarding this project other than those listed on bid form or advertisement for project. Doing so shall be grounds for disqualification. Advertisements for project shall be considered part of this bid form. The City of Lake Geneva is a Tax-Exempt municipality, proper tax-exempt certificates shall be provided to successful bidder. Bid shall be submitted with no sales tax.

13. Project shall be completed by 15 Dec. 2026 with extensions at the sole discretion of the City DPW.

14. Contact for the City shall be Public Works Administrative Specialist Ms. Kassandra Vina. (262)248-6644 dpwoffice@cityoflakegeneva.gov Questions will be accepted to Ms. Vina until 10am, 02 April 2026. All RFB holders who provided Ms. Vina an email will be copied on all answers.

15. A bid bond or check for 5% of the total price must accompany the bid, Wi State Statute 62.15

Sec. 2. Payments.

1. 15% down prior to start.
2. Monthly draws approved by City.
3. Minimum 5% retainage until final approval.

Sec. 3. Agreement. The proposer shall hereby agree to provide to the City all of the items in the request for bids including the advertisement for the project.

1. Total contract price in numbers
   $ $93,950
1. Total contract price in words
   Ninety-Three Thousand Nine Hundred Fifty Dollars
2. Surety bond/check included. 5%. x Yes ___No.
   Amount $ $4,697.50
3. Submitted by, Company,
   Eickhof Columbaria Inc.
4. Representative (print name)
   Charles Eickhof
5. Position in company:
   Vice President of Sales
6. Contact information:
   Email: charles@eickhofcolumbaria.com

   Phone: 218-280-0244

Signature of Company representative

Charles Eickhof Date 4 / 6 /2026

7. Acceptance by the City of Lake Geneva.
   a. City Clerk or authorized representative.
      Signature:_____Date ____/____/2026
   b. Administrator.
      Signature:_____Date ____/____/2026

8. Witnesseth that whereas the City, under provision of Sec.62.29 wis stats, and by virtue of authority vested in the said City Council has awarded the contractor the work.

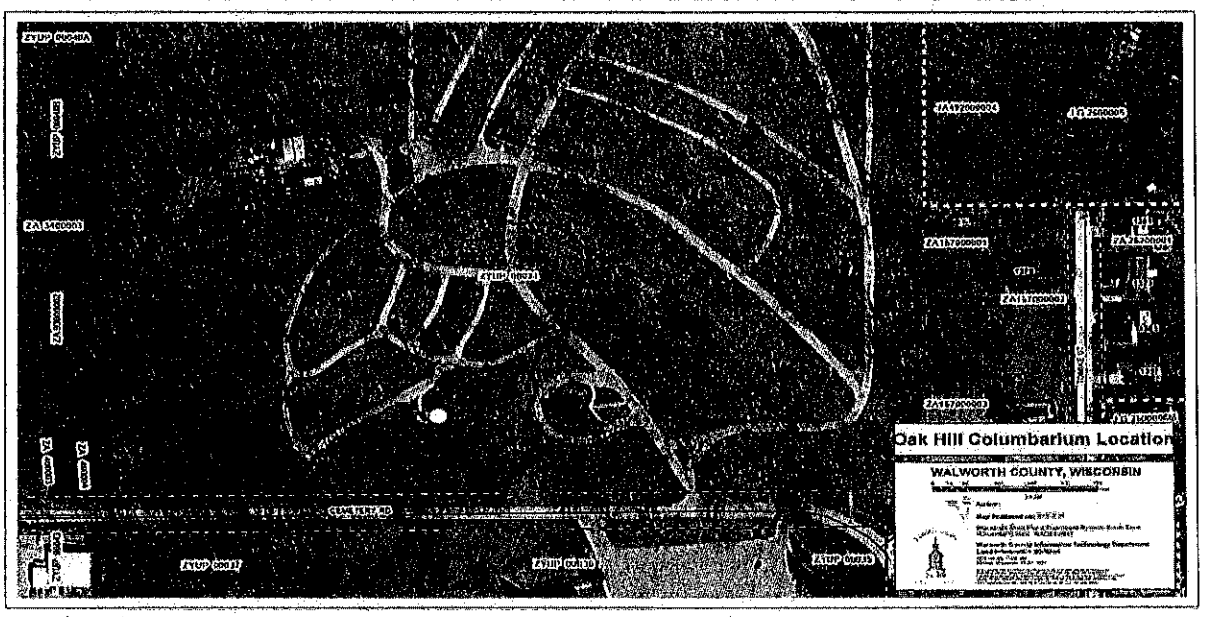
9. The City confirms that adequate funds are available and dedicated for this project.
   a. City of Lake Geneva Comptroller.
      Signature: _____Date ____/____/2026

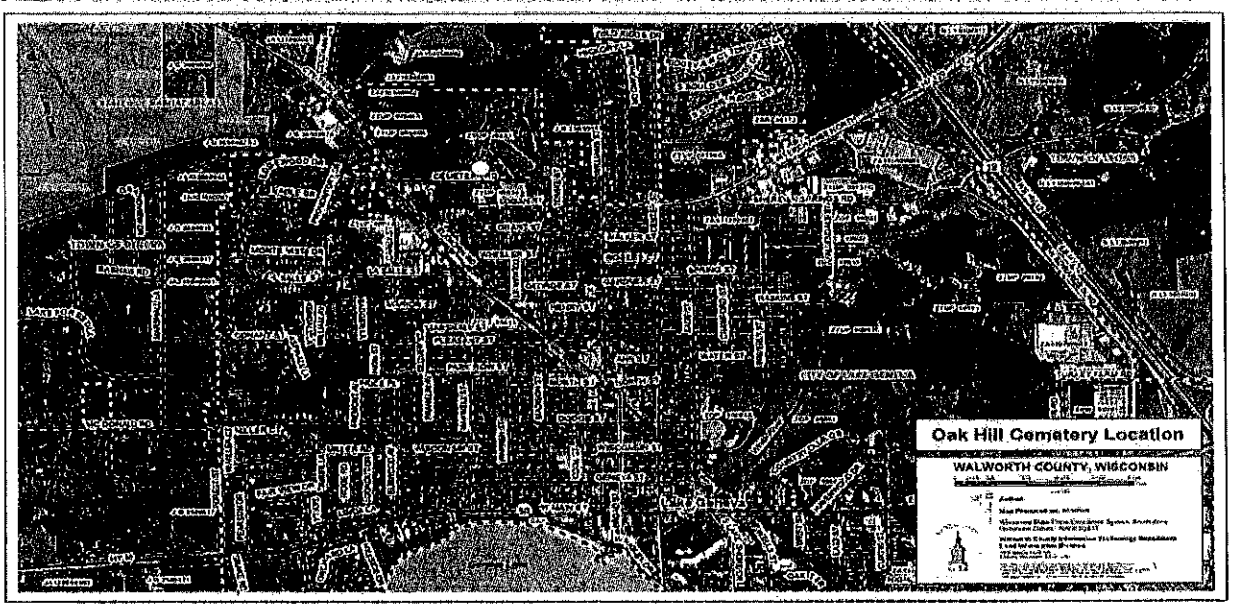
10. Project shall be completed by 31 Nov. 2026 with any approved delays at the sole discretion of the City DPW.

Note: Tree trimming or removal and any fencing in conflict with project will be the responsibility of the city. Contractor will make every effort to work with the Cemetery Sexton to minimize disruption of funeral operations.

Absolutely no exterior work shall be performed during Military or Protective Service Honors of any kind. Saturday work from 7am-5pm is allowed.

**Si tienen cualquier preguntar sobre la propuesta o ocupa la forma en español por favor comunicarse con la especialista administrativa. **





City of Lake Geneva Project 2026-01 Oak Hill Cemetery Columbarium

The City of Lake Geneva WI is soliciting bids for project 2026-01, delivery and installation of a free standing, pre-assembled 100 doors Columbarium at Oak Hill Cemetery, 1101 Cemetery Rd, Lake Geneva WI. Sealed bids will be accepted in the City Clerk's office at 626 Geneva Street, Lake Geneva, Wisconsin, until 10am Wednesday 08 April 2026 for project as specified in the official documents. Bids must be sealed and submitted on the official bid forms and returned clearly marked 'City of Lake Geneva 2026-01 Oak Hill Columbarium' with name of bidder, date and opening time. Undated, unsigned, unsealed, late, incomplete, emailed or faxed bids will not be considered.

The City is not responsible for late or misdirected mail or cartage therefore hand delivery is advised. Bidders must submit a pre-qualification packet prior to the opening of bids by visiting the City website. Bid will not be awarded until Pre-Qual is approved. A 5% surety bond may be required. All bids shall be F.O.B. destination, prepaid and allowed to the Clerk's Office with no charges for packing or cartage.

The City reserves the right to reject any or all bids and to accept any bid deemed most advantageous to the City of Lake Geneva. Documents are available by emailing the DPW Administrative Specialist Ms. Kassandra Vina. dpwoffice@cityoflakegeneva.gov or (262)248-6644.

The City of Lake Geneva is exempt from Federal Excise Tax and State Sales Tax; therefore, bids must be made exclusive of these taxes. Exemption Registry number will be furnished to the successful bidder. Additional requirements included in the project packet. Bidders shall not contact any City Staff or Elected Official other than those listed as a contact in the official project packet regarding this project, doing so shall be grounds for disqualification.

Department of Public Works

Email: dpwoffice@cityoflakegeneva.gov

Phone number: 262.248.6644

1065 Carey Street, Lake Geneva Wi 53147

Espanol

La Ciudad de Lake Geneva, Wisconsin solicita ofertas para el proyecto 2026-01, Entrega e instalacion de un columbario independiente, preensamblado, de 100 puertas en el cementerio de Oak Hill, 1101 Cemetery Rd, Lake Geneva WI. Se aceptarán ofertas selladas en la oficina del secretario Municipal ubicada en 626 Geneva Street, Lake Geneva WI. Ofertas serán aceptarás hasta las 10:00 am del miércoles 25 de Febrero del 2026 para el proyecto especificado en los documentos oficiales. Las ofertas deben presentarse selladas en los formularios oficiales y devolverse claramente marcadas “Ciudad de Lake Geneva 2026-01 “Columbario del cementerio de Oak Hill” con el nombre del proponente, la fecha y la hora de apertura. No se considerarán las ofertas sin fechas, sin firma, tardías, incompletas, enviadas por correo electrónicas o por fax.

Agenda Item Memo

City of Lake Geneva

Committee: Common Council

Meeting Date: 11 May 2026

Subject / Title: Disc/approval of extra expense for having custom black signal poles, Hwy 50 contsruction.

Submitted By: Tom Earle

Background / Request

The black monotube poles would replace the ordinary galvanized/aluminum poles with trombone arms as is standard equipment for DOT projects.

Fiscal Impact / Budget

- **Estimated Cost: $** 60,000.00
- **Funding Source:** (e.g., General Fund, TID, Water Utility, Grants) Unknown
- **Budget Status:** ☐ Within Budget _____ ☐ Over Budget _____

  ☐ Budget Amendment Required _____
- **GL Number:**

(If applicable, note grant awards, cost-sharing, or capital plan references.)

Ordinance/Policy Implications/Changes:

N/A

Recommendation:

If the Council wishes to have the black custom monotubes in the downtown area vs. standard galvanized or aluminum poles with trombone style arms it would be an addition of apx $60,000.00 to the SMFA.

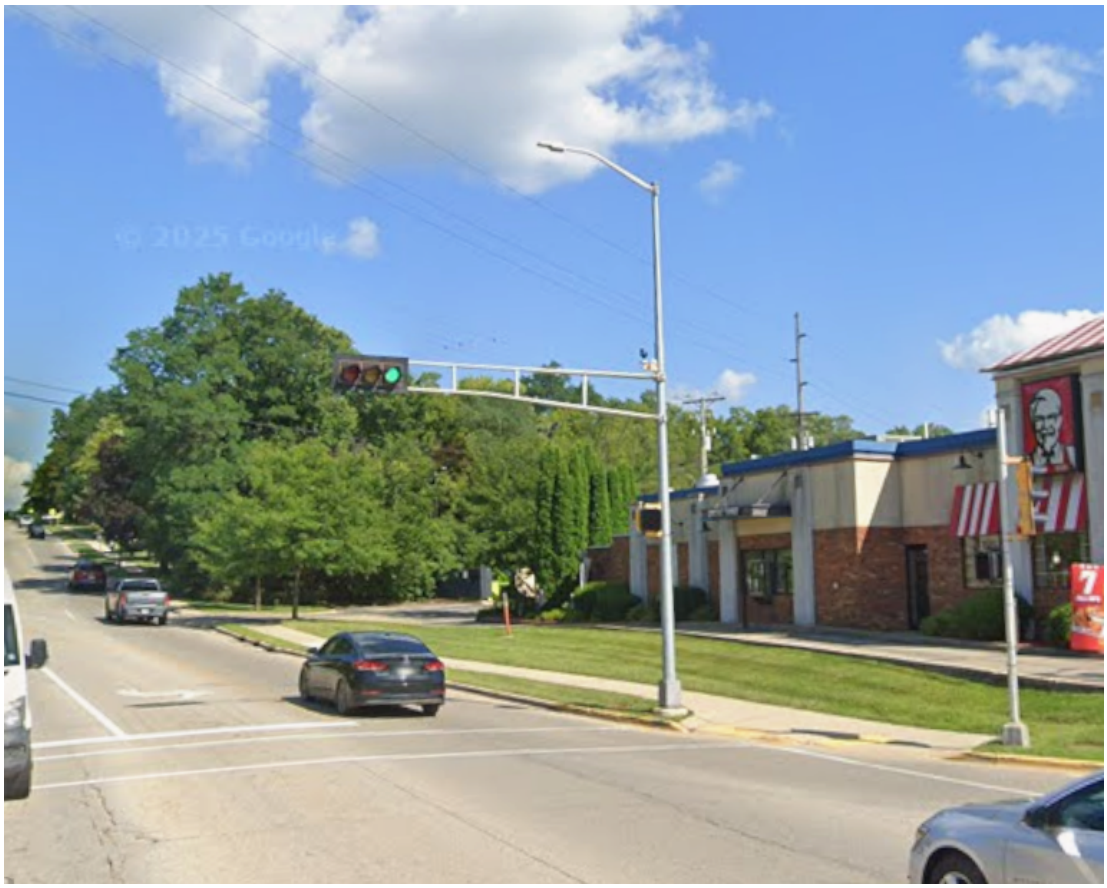
Implementation/Next Steps

Name of Committee	Date of Meeting	Original Agenda Item #	Outcome

Attachments (list any and all attachments that go with this item and memo)

Reviewed by	Date:	Comments


51st St



CITY OF LAKE GENEVA
AGENDA ITEM REQUEST FORM

PLEASE ATTACH ANY INFORMATION THAT YOU WOULD LIKE INCLUDED IN THE AGENDA PACKET.

1. **Name of individual(s) requesting agenda item. (Per § 2.42(c) of the municipal code, agenda item request must be submitted by two Aldermen, Mayor or Administrator and must be received by the City Clerk at least two Fridays prior to the scheduled City Council meeting.)**

   Mary Jo Fesenmaier and Cindy Yager

2. **Item requested to be placed on agenda. (Please list as you would like to see it on the agenda.)** Discussion/act regarding a Communications Plan – directing staff to create an all-encompassing plan across departments to inform and engage the Public in City business and programs.

3. **Committee, Board or Commission which you are asking to review this item.**

   Common Council

4. **Date of meeting(s).**

   April 27, 2026

Signature: Mary Jo Fesenmaier Date: April 10, 2026

Signature: Cynthia Yager Date: April 10, 2026

For Office Use Only

Date Received by Clerk: _____

Committee/Council and Meeting Date Scheduled: _____

Notes: _____

Copies Provided to: City Administrator

Please make at least
one copy for Alders Tes and Yager.

Memo

To: Common Council
Cc:
From: Assistant City Administrator Chris Bennett
Date: May 11, 2026
RE: Communication plan

The Communication Plan included is intended to provide a consistent, transparent, and effective framework for how the City of Lake Geneva communicates across departments and with the public.

It is built around the principles of purpose, audience, message and outcome and aligns communication efforts with the priorities of the Common Council, Mayor and City Administrator.

The plan outlines clear roles, communication channels and a defined frequency of updates to ensure timely and accurate information sharing, support decision-making and maintain compliance with applicable policies and accessibility requirements.

This plan is designed to strengthen internal coordination, improve responsiveness to residents and enhance public trust through proactive and accessible communication. It also introduces a structured approach to project-specific messaging, crisis communication and performance evaluation. In the short term, efforts will focus on standardizing processes, improving key communication channels and establishing baseline metrics.

Longer term, the City will work toward a more integrated, data-driven communication system that supports strategic goals, expands community engagement and reinforces transparency in City operations.

Since March 9, and through May 5 Facebook page views – the number of times our content was played or displayed – are up by 34,318, which is an increase of 49 percent. Engagement – the number of reactions, clicks, comments and saves – is up by 2,995 for a 115 percent increase. Net follows – the number of follows minus the number of unfollows – is up by 47, or 21 percent.

Usage numbers for the city website are enclosed – March 1 to May 4, 2026 and May 4, 2025 to May 4, 2026. Agendas and minutes, parking and the beach are the most popular pages. In the last year the average visit to our website is 2:45 in length and 51 percent of users used a mobile device. Since March 1 of this year the average visit is 2:59 in length and 54.4 percent of users used a mobile device.

The website must meet federal ADA Title II Website Accessibility guidelines by April 26, 2028. The functionality of the website must also improve. Staff is considering a different package through Civic Plus, which comes with an increased cost and will be accounted for in the 2027 operating budget and thereafter if it is deemed the best way forward. Recent research by Civic Plus, which is our website provider, revealed 88 percent of respondents who rate their municipal website as easy to navigate report higher trust in their local government and 72 percent of respondents reporting interacting with their local government through digital tools.

The city is also exploring templates to launch a monthly or biweekly online email newsletter. Long-term an app might be in order.

City staff also maintain productive and fruitful relationships with local media members Dennis Hines at the Lake Geneva Regional News, Taj Simmons at TMJ4 and Nancy Douglass at WLKG. Each is good at their respective discipline and does a fine job covering and maintaining a presence in the community.

DRAFT 2 – 5/5/26

Communication Plan
City of Lake Geneva
Assistant City Administrator Chris Bennett

Purpose

- The City will establish and maintain and consistent and effective approach to internal and external communication. The plan will align with the responsibilities of the Assistant City Administrator and address the needs of the City Administrator, Mayor, City Council, Staff and residents.

Objectives

- Ensure timely, accurate, and transparent communication between City leadership, staff, agencies and the public
- Support the City Administrator and staff through proactive project communication, issue management and stakeholder engagement
- Strengthen community trust through consistent digital, written and in person communication
- Improve internal communication across departments to support strategic goals, training activities, volunteer management and project coordination
- Maintain compliance with city policies, state and federal regulations, ADA requirements and records standards

Audiences

Internal

- Mayor and City Council
- City Administrator
- Department Heads and City Employees
- Boards, Commissions and Committees
- IT staff and contracted service providers
- Volunteers

External

- Residents
- Business owners and developers
- Neighborhood associations and homeowner's associations
- Lake organizations
- Media outlets
- County, state and federal agencies
- Consultants, contractors and project partners
- Tourism and economic development organizations

Channels and Responsibilities of Assistant Administrator

City Council & Mayor

- Provide written and oral reports at meetings, when requested
- Prepare presentations and data summaries

DRAFT

- Share updates on strategic planning, project progress and operational issues

City Administrator
- Conduct check-ins to align project timelines, priorities and messaging
- Provide early warnings on emerging issues, resident concerns or political sensitivities
- Communicate departmental needs, project timelines and interagency coordination

Departments & Employees
- Facilitate cross-department communication for projects, grants, IT coordination, ADA matters and staff training
- Maintain open communication for staff feedback and engagement initiatives
- Distribute internal updates, policy clarifications and training schedules, when needed

Residents & General Public
- Manage and update the City's website and social media accounts
- Prepare newsletters, digital bulletins and emergency notices
- Respond to resident inquiries or route them to appropriate department
- Pick the low hanging fruit in communication – inform citizens about simple matters, such a construction or changes to garbage pickup

Media
- Maintain relationships with local journalists and news outlets
- Prepare press-ready statements, reports and press releases
- Coordinate interviews or public comment with the City Administrator or Mayor or other elected officials or staff

Boards & Commissions
- Attend meetings and help prepare reports and follow-up communications related to those meetings

Communication Frequency

Daily
- Internal emails or briefings with the City Administrator and departments
- Social media monitoring and update
- Public inquiry responses

Weekly
- Website updates
- Scheduled departmental check-ins
- Project status tracking and reporting
- Social media content planning and publishing

Monthly
- City newsletter content

DRAFT

- Staff engagement and training communications

Quarterly
- Employee engagement and retention communications
- Reports to City Council on major projects, if not already informed
- Review of ADA compliance communications (timely to related projects)

Annually
- Coordination of annual budget communication, both internal and external
- Review/update digital platforms and communication tools
- Strategic Plan revisions and reporting – release findings to public

Framework for Communication

Tone
- Clear and accessible
- Professional and neutral
- Transparent and factual
- Community-centered
- Solutions-focused

Themes
- Transparency in city operations
- Strategic planning and long-term vision
- Public safety and community wellbeing
- Lake management and environmental stewardship
- Economic development
- Community engagement/ volunteerism
- IT modernization/digital services improvements

Platforms
- Electronic platforms: Facebook, city website and any additional social media sites deemed relevant and appropriate (LinkedIn, X, Tik Tok, etc.)

Special Project Communication

For each major project (grants, IT upgrades, lake initiatives, planning/zoning, economic development):
- Identify stakeholders
- Establish communication objectives
- Define internal and external communication timelines
- Create standard templates for updates and public notices
- Maintain a project communications log

Coordinate interdepartmental updates and media outreach

Commented [CA1]: I think you should have something here about the platforms you are going to use such as the website, facebook, instagram tik tok, X, bluesky or what ever.

Commented [CB2R1]: See below, with a list of platforms

DRAFT

Crisis & Emergency Communication

The Assistant City Administrator will:

- Defer to and work within the city's Emergency Management system and coordinate actions with police, fire, public works and emergency management personnel
- Support the Mayor and City Administrator as part of the communication leadership team
- Issue timely, accurate information across all platforms
- Maintain documentation for compliance and public transparency

Evaluation & Continuous Improvement

- Track website analytics, social media engagement, and public feedback
    - Facebook and social media sites detail times and posts that are the most popular
    - Website traffic can be tracked and posts that are most popular can be tracked
    - Electronic newsletters can be tracked by how many individuals open and interact with the product
    - Data for media campaigns is specific – as a simple example public participation numbers for an event or attraction might be examined as an indicator of an effective communication campaign
- Monitor internal communication effectiveness through surveys or staff input
- Gauge/review community response to newsletters, alerts, and meeting participation
- Recommend improvements to tools, content, and communication workflows
- Integrate lessons learned into updates of the Strategic Plan and communication strategies

DRAFT

SWOT Analysis

This plan is structurally solid and encompasses the full communication ecosystem of internal, external, operational and strategic opportunities. That's not always the case in municipal plans.

Strengths

- Comprehensive
- Clear roles and responsibilities
- Frequency of action
- Transparency
- Integrates crisis communication and ADA compliance
    - ADA compliance refers to making the city website federally compliant by 2028
- Is geared for continuous improvement

Weaknesses/Items for awareness

- Strictly centralized – Assistant City Administrator
- All items prioritized the same – no delineation
- Tools/platforms fluid

Opportunities

- Develop more robust digital strategy – focus on Facebook and additional platforms
- Consider branding changes – city logo needs a refresh, as does the website
- Expand community engagement – use social media/website
- Alignment with tourism goals – where appropriate
- Standardize templates – reduces burden on Assistant City Administrator

Threats/Challenges/Items for awareness

- Too much information across too many platforms – see lack of priorities
- Navigating political sensitivities in leadership – ongoing
- Lack of resources, whether capital or human – always a concern
- Compliance and legal requirements
- Shift in media dynamics

Commented [CA3]: Can we define some metrics in the plan to eliminate this weakness?

Commented [CB4R3]: See **Evaluation & Continuous Improvement**

DRAFT

Short-Term Goals (3–6 Months)
Focus: Structure, consistency, quick wins

- **Standardize communications**: Define roles, create templates and implement a basic content calendar
- **Improve key channels**: Update website, align social media use and establish a consistent newsletter
- **Strengthen internal coordination**: Regular department check-ins and simple reporting protocols
- **Increase public responsiveness**: Set response expectations and communicate routine updates (construction, service changes)
- **Pilot project communications**: Apply framework to 1–2 major projects with clear updates and stakeholder tracking
- **Start performance tracking**: Establish baseline metrics (website, social, feedback)

Long-Term Goals (6–24 Months)
Focus: Scale, strategy, and impact

- **Build an integrated system**: Streamline workflows and distribute communication responsibilities across departments
- **Advance digital tools**: Enhance website, expand alert systems and improve accessibility (ADA compliance)
- **Use data to drive decisions**: Define KPIs and regularly report performance to leadership
- **Expand community engagement**: Increase public input through surveys, meetings, and partnerships
- **Institutionalize project communication**: Standardize updates and improve transparency for all major initiatives
- **Strengthen brand and crisis capacity**: Develop consistent messaging and improve emergency communication readiness

Bottom Line

- **Short term:** Get organized and consistent
- **Long term:** Become strategic, scalable and data-driven

DRAFT

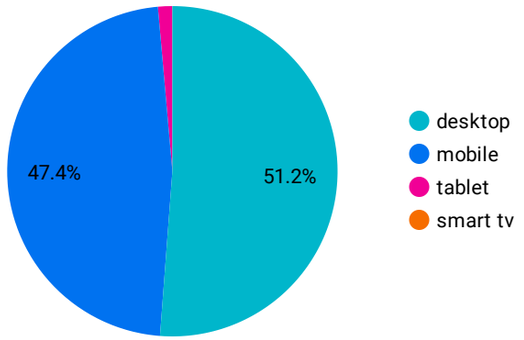
Website Overview

May 4, 2025 - May 4, 2026

Total users	New users	Sessions	Views	Average session duration
150,158	148,152	244,272	418,512	00:02:45

	Device category	Total users
1…	mobile	85,543
2…	desktop	68,868
3…	tablet	1,961
4…	smart tv	5

1 - 4 / 4



	Page path and screen class	Page title	Views
1.	/	Lake Geneva WI | Official Website	114,313
2.	/326/The-Beach	The Beach | Lake Geneva WI	30,905
3.	/Search	Search • Lake Geneva WI • CivicEngage	21,489
4.	/129/Agendas-Minutes	Agendas & Minutes | Lake Geneva WI	15,269
5.	/259/Pay-Parking-Ticket	Pay Parking Ticket | Lake Geneva WI	12,119
6.	/Jobs.aspx	Jobs • Lake Geneva WI • CivicEngage	12,082
7.	/252/Parking-Services-Department	Parking Services Department | Lake Geneva…	11,524
8.	/255/Free-Parking-Lots-Handicap	Free Parking Lots & Handicap | Lake Genev…	10,341
9.	/calendar.aspx	Calendar • Lake Geneva WI • CivicEngage	8,200
		Grand total	**418,512**

1 - 100 / 3260

	Event name	Page title	Page path	Event count
1.	DocumentCenter	Parking Rules Brochure 2024 (PDF)	/DocumentCenter/View/1243	3,868
2.	DocumentCenter	City of Lake Geneva Policy Manual (PDF)	/DocumentCenter/View/1236	3,466
3.	DocumentCenter	Fee Schedule (PDF)	/DocumentCenter/View/233	3,413
4.	DocumentCenter	City Boards, Committees, and Commissions Directory (PDF)	/DocumentCenter/View/363	3,279
5.	DocumentCenter	Court Pamphlet - Spanish (PDF)	/DocumentCenter/View/127	3,236
6.	DocumentCenter	Open Records Request Form (PDF)	/DocumentCenter/View/253	1,921
7.	DocumentCenter	Event Permit Application (PDF)	/DocumentCenter/View/459	1,860
8.	DocumentCenter	Map of City Bike Trails (PDF)	/DocumentCenter/View/453	1,731
9.	DocumentCenter	Article 0 (PDF)	/DocumentCenter/View/204	1,703
			Grand total	**134,427**

1 - 100 / 541

Website Overview

May 5, 2025 - May 4, 2026

	Search term	Event count
1.	Pay Parking Ticket	367
2.	Parking	213
3.	Parking Fines	163
4.	Parking ticket	137
5.	Riviera Beach	96
6.	Pay or Appeal a Parking Ticket	88
7.	How can I pay my citation?	82
8.	parking ticket	77
9.	Pay Online	66
10.	Beach	63
11.	parking	57
12.	Free Parking Lots & Handicap	56
13.	fee schedule	54
14.	Short Term Rentals	51
15.	How can I pay for my parking citation?	47
16.	Payment Center	46
17.	Fee Schedule (PDF)	44
18.	Pay parking ticket	44
19.	Garbage & Recycling	43
20.	Pay ticket	42
21.	Boat launch	39
22.	Ticket	39
23.	Trick or Treating	39
24.	The Riviera Beach	37
25.	pay parking ticket	37
	Grand total	**10,252**

1 - 100 / 4534

	Full page URL	Views
1.	www.cityoflakegeneva.gov/	108,979
2.	www.cityoflakegeneva.gov/326/The-Beach	30,682
3.	www.cityoflakegeneva.gov/129/Agendas-Minutes	14,940
4.	www.cityoflakegeneva.gov/259/Pay-Parking-Tick…	11,946
5.	www.cityoflakegeneva.gov/252/Parking-Services-…	11,387
6.	www.cityoflakegeneva.gov/Jobs.aspx	11,046
7.	www.cityoflakegeneva.gov/255/Free-Parking-Lot…	10,102
8.	www.cityoflakegeneva.gov/183/Building-Zoning-…	6,765
9.	www.cityoflakegeneva.gov/330/Payment-Center	5,204
1…	www.cityoflakegeneva.com/	4,773

1 - 100 / 20557

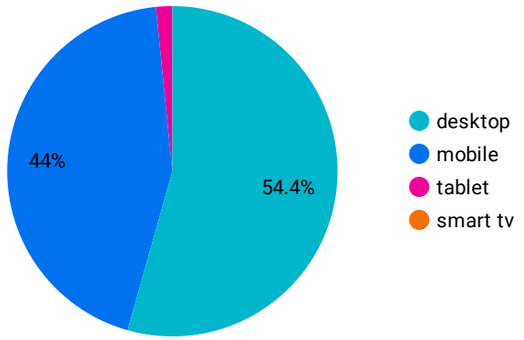
Website Overview

Mar 1, 2026 - May 4, 2026

Total users	New users	Sessions	Views	Average session duration
24,568	23,203	39,076	74,074	00:02:59

	Device category	Total users
1…	desktop	13,052
2…	mobile	12,210
3…	tablet	336
4…	smart tv	2

1 - 4 / 4



	Page path and screen class	Page title	Views
1.	/	Lake Geneva WI | Official Website	20,200
2.	/Search	Search • Lake Geneva WI • CivicEngage	4,005
3.	/129/Agendas-Minutes	Agendas & Minutes | Lake Geneva WI	3,205
4.	/202/Elections-Voting	Elections & Voting | Lake Geneva WI	2,623
5.	/259/Pay-Parking-Ticket	Pay Parking Ticket | Lake Geneva WI	2,334
6.	/Jobs.aspx	Jobs • Lake Geneva WI • CivicEngage	2,203
7.	/252/Parking-Services-Department	Parking Services Department | Lake Geneva…	1,445
8.	/calendar.aspx	Calendar • Lake Geneva WI • CivicEngage	1,444
9.	/183/Building-Zoning-Department	Building & Zoning Department | Lake Genev…	1,321
		Grand total	**74,074**

1 - 100 / 1344

	Event name	Page title	Page path	Event count
1.	DocumentCenter	City of Lake Geneva Policy Manual (PDF)	/DocumentCenter/View/1236	911
2.	DocumentCenter	City Boards, Committees, and Commissions Directory (PDF)	/DocumentCenter/View/363	822
3.	DocumentCenter	2026 John's Disposal Schedule (PDF)	/DocumentCenter/View/703	678
4.	DocumentCenter	Permit Information Sheet (PDF)	/DocumentCenter/View/1440	499
5.	DocumentCenter	Article 0 (PDF)	/DocumentCenter/View/204	451
6.	DocumentCenter	Alcohol License Application Checklist (PDF)	/DocumentCenter/View/242	404
7.	DocumentCenter	Open Records Request (PDF)	/DocumentCenter/View/281	384
8.	DocumentCenter	Court Pamphlet - Spanish (PDF)	/DocumentCenter/View/127	357
9.	DocumentCenter	Police Officer Application (PDF)	/DocumentCenter/View/1449	346
			Grand total	**25,495**

1 - 100 / 265

Website Overview

Mar 1, 2026 - May 4, 2026

	Search term	Event count
1.	Pay Parking Ticket	103
2.	Parking Fines	56
3.	Parking	39
4.	Parking ticket	29
5.	Pay or Appeal a Parking Ticket	28
6.	Pay Online	18
7.	How can I pay for my parking citation?	17
8.	Pay ticket	13
9.	Leaf & Brush Pick Up	12
10.	Garbage & Recycling	11
11.	How can I pay my citation?	11
12.	parking ticket	11
13.	Parking Ticket Appeal (PDF)	10
14.	Short Term Rentals	10
15.	Free Parking Lots & Handicap	9
16.	Parking pass	9
17.	Temporary Operator License Application (PDF)	9
18.	Appeal a Parking Ticket	8
19.	Parking Fees (PDF)	8
20.	Parking ticket	8
21.	The Riviera Beach	8
22.	Ticket	7
23.	Pay parking ticket	7
24.	Jobs	7
	Grand total	**1,908**

1 - 100 / 1054

	Full page URL	Views
1.	www.cityoflakegeneva.gov/	19,759
2.	www.cityoflakegeneva.gov/129/Agendas-Minutes	3,160
3.	www.cityoflakegeneva.gov/202/Elections-Voting	2,615
4.	www.cityoflakegeneva.gov/259/Pay-Parking-Tick…	2,336
5.	www.cityoflakegeneva.gov/Jobs.aspx	1,994
6.	www.cityoflakegeneva.gov/252/Parking-Services-…	1,434
7.	www.cityoflakegeneva.gov/183/Building-Zoning-…	1,322
8.	www.cityoflakegeneva.gov/330/Payment-Center	1,151
9.	www.cityoflakegeneva.gov/326/The-Beach	1,139
1…	www.cityoflakegeneva.gov/203/Police	748

1 - 100 / 5015

ARTICLE III
ROOM TAX

Sec. 70-55. Tourism commission. [Added 3-27-2017 by Ord. No. 17-03]

(a) Members. The Tourism Commission shall consist of six members: two of the members shall be Aldermen of the City of Lake Geneva; one member shall be a citizen of the City of Lake Geneva; the remaining three members shall be from the business community wherein one of the members must represent the Wisconsin hotel and motel industry; at least one member must be a member of the Lake Geneva Downtown Business Improvement District (BID), and at least one member must be a business owner within the City of Lake Geneva. 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 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 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, Wis. Stats., 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.

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(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 § 66.0615(3), Wis. Stats., any information provided by the 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.

Sec. 70-56. Definitions. [Code 1992, § 3.12]

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

GROSS RECEIPTS — As defined in W.S.A., § 77.51(4)(a), (b), (c) and(cm), insofar as applicable.**[Amended 7-13-2009 by Ord. No. 09-16]**

HOTEL or MOTEL — As defined in W.S.A., § 77.52.

TRANSIENT — As defined in W.S.A., § 77.52(2)(a)1.

Sec. 70-57. Levied; rate. [Code 1992, § 3.12(2); amended 7-13-2009 by Ord. No. 09-16; 3-8-2021 by Ord. No. 20-18[1]]

Pursuant to W.S.A., § 66.0615, a tax is imposed on the privilege and service of furnishing at retail rooms or lodging to transients by hotel keepers, motel operators and other persons furnishing accommodations that are available to the public, irrespective of whether membership is required for the use of the accommodations. Such tax shall be at the rate of 8% of the gross receipts from such retail furnishing of rooms or lodging. Such tax shall not be subject to the selective sales tax imposed by W.S.A., § 77.52(2)(a)1. The proceeds of such tax collected shall be apportioned 2% to the hotel, motel or other person filing the return and 98% to the City.

Sec. 70-58. Monthly returns. [Code 1992, § 3.12(3); Ord. No. 08-06, § 1, 6-23-2008; amended 1-10-2011 by Ord. No. 10-16; 2-28-2011 by Ord. No. 11-07; 5-29-2012 by Ord. No. 12-08; 11-10-2014 by Ord. No. 14-08]

This article shall be administered by the Treasurer. The tax imposed is due and payable by the last day of the month following the end of the reporting month, which shall be each calendar month. A monthly and annual return shall be filed with the Treasurer by those furnishing at retail such rooms and lodging within the City on or before the same date on which such tax is due and payable upon a form approved by the City. Attached to the return shall be copies of sales tax forms filed with the State of Wisconsin Department of Revenue for the corresponding month of the monthly return and room tax forms filed with the Treasurer.

Sec. 70-59. Annual return. [Code 1992, § 3.12(4); amended 1-10-2011 by Ord. No. 10-16;

1. **Editor's Note: This ordinance provided an effective date of 6-1-2021.**

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5-29-2012 by Ord. No. 12-08; 11-10-2014 by Ord. No. 14-08]

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

Sec. 70-60. Permit. [Code 1992, § 3.12(5); amended 7-13-2009 by Ord. No. 09-16; 5-29-2012 by Ord. No. 12-08; 11-10-2014 by Ord. No. 14-08]

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

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

Sec. 70-61. Revocation and suspension procedure. [Code 1992, § 3.12(6); amended 5-29-2012 by Ord. No. 12-08; 11-10-2014 by Ord. No. 14-08]

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

(b) Renewal of suspended or revoked permits. The Treasurer shall give to such person written notice of the suspension or revocation of any of his permits. The Treasurer shall not issue a new permit after the revocation of a permit until such person complies with the provisions of this article. A fee as set by the Council from time to time shall be imposed for the renewal or issuance of a permit which has been previously suspended or revoked.

Sec. 70-62. Unpaid taxes. [Code 1992, § 3.12(7); amended 7-13-2009 by Ord. No. 09-16; 5-29-2012 by Ord. No. 12-08; 11-10-2014 by Ord. No. 14-08]

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

Sec. 70-63. Treasurer to determine tax and refunds. [Code 1992, § 3.12(8); amended

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7-13-2009 by Ord. No. 09-16; 5-29-2012 by Ord. No. 12-08; 11-10-2014 by Ord. No. 14-08]

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

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

Sec. 70-64. Forfeiture for failure to comply with Treasurer's request to inspect. [Added 7-13-2009 by Ord. No. 09-16;[2] amended 5-29-2012 by Ord. No. 12-08; 11-10-2014 by Ord. No. 14-08]

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

Sec. 70-65. Estimated tax. [Code 1992, § 3.12(9); amended 5-29-2012 by Ord. No. 12-08]

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

Sec. 70-66. Interest on unpaid taxes. [Code 1992, § 3.12(10)]; amended 7-13-2009 by Ord. No. 09-16

All unpaid taxes under this article shall bear interest at the rate of 12% per annum from the due date of the return until paid.

Sec. 70-67. Delinquent taxes. [Code 1992, § 3.12(11); amended 7-13-2009 by Ord. No. 09-16]

A forfeiture of 25% of the room tax due for the previous year or $5,000, whichever is less, of the tax imposed, is hereby established and due and owing in the event that the room tax is not paid

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2. Editor's Note: This ordinance also provided for the renumbering of former Secs. 70-64 through 70-69 as Secs. 70-65 through 70-70, respectively.

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within 30 days after the due date of the return.

Sec. 70-68. Recordkeeping. [Code 1992, § 3.12(12); amended 5-29-2012 by Ord. No. 12-08; 11-10-2014 by Ord. No. 14-08]

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

Sec. 70-69. Confidentiality. [Code 1992, § 3.12(13)]

(a) All tax returns, schedules, exhibits, writings or audit reports relating to such returns on file with the Treasurer are deemed to be confidential, except the Treasurer may divulge their contents to the following and no others: **[Amended 5-29-2012 by Ord. No. 12-08; 11-10-2014 by Ord. No. 14-08]**

(1) The person who filed the return; and

(2) Officers or agents of the City as may be necessary to enforce collection.

(b) No person having an administrative duty under this article shall make known in any manner the business affairs, operations or information obtained by an investigation of records or any person on whom a tax is imposed by this article, or the amount or source of income, profits, losses, expenditures, or any particulars thereof, set forth or disclosed in any return, or to permit any return or copy thereof to be seen or examined by any person, except as otherwise provided by this article. **[Added 7-13-2009 by Ord. No. 09-16]**

Sec. 70-70. Forfeiture for failure to obtain a permit. [Code 1992, § 3.12(14); amended 7-13-2009 by Ord. No. 09-16]

Any person who is subject to the tax imposed by this article who fails to obtain a permit as required in Section 70-60 shall be subject to a forfeiture not to exceed $200. Each day or portion thereof that such violation continues shall constitute a separate offense.

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City Clerk

From: noreply@civicplus.com
Sent: Friday, May 8, 2026 8:38 AM
To: City Clerk; Mayor; Vanessa Jahns
Subject: Online Form Submittal: Resident Volunteer Application for Boards, Committees, and Commissions

Follow Up Flag: Follow up
Flag Status: Flagged

Resident Volunteer Application for Boards, Committees, and Commissions

Information About You

Name	Wilburn, Joseph
Aldermanic District	3
Years in Lake Geneva	6
Residential Street Address	[redacted]
Phone Number	[redacted]
Email Address	[redacted]

(Section Break)

Which Committees, Boards, or Commissions would you like to serve on?

Choose up to 3.

First Choice	Zoning Board of Appeals: 3-Year Term
Second Choice	Police and Fire Commission: 5-Year Term
Third Choice	*Field not completed.*

(Section Break)

Why are you interested in serving on your selections above?	My professional background is in architecture and urban planning so zoning related activities are daily occurrences. I have an interest in the future of Lake Geneva's Police and Fire Departments, especially how the urban growth and planning will shape long term development of these services.

List any specific qualifications you have to serve on your selections.	State of Wisconsin licensed Architect.
Describe any prior experience with Public Service or Civic Involvement.	Habitat for Humanity. Youth sports coach.
What are your goals for your chosen boards/committees/commissions, or the City in general?	To better understand the public service process, contribute insight, and strengthen community engagement.
(Section Break)	
Electronic Signature Agreement	I agree.
Electronic Signature	Joseph Michael Wilburn
Thank you for your interest! The Mayor may request an interview.	
(Section Break)	

Email not displaying correctly? View it in your browser.



CITY OF LAKE GENEVA
626 Geneva Street, Lake Geneva, WI 53147- (262) 248-3673-*www.cityoflakegeneva.gov*

May 6, 2026

Mr. Daniel Hodgman
Dawn McKenna Group-Coldwell
Banker Real Estate Group
226 Broad Street
Lake Geneva, WI 53147
dan@dawnmckennagroup.com

Re: 1103 S. Edwards Boulevard
Lake Geneva, WI 53147

Dear Mr. Hodgman:

I am the city attorney for the City of Lake Geneva, Wisconsin. The city is interested in purchasing real estate on the corner of Bloomfield Road and Edwards Boulevard, also known as 1103 S. Edwards Boulevard. The city would like to eventually build a new police and fire department facility at that location.

The city has certain due diligence that it must pursue before deciding whether this is the proper location for a new police and fire department facility. In that regard, I am submitting a letter of intent authorized by our city council that I would like you to present to the owner. Please let me know any comments you and the owner may have so that I can relay them to the city council. They have a meeting on May 11th.

If you should have any questions, please do not hesitate to contact me.

Sincerely,

Daniel S. Draper,
City Attorney
City of Lake Geneva
626 Geneva Street
Lake Geneva, WI 53147
Phone: (262) 248-3673 Ext. 5155
ddraper@cityoflakegeneva.gov

CITY OF LAKE GENEVA
626 Geneva Street, Lake Geneva, WI 53147- (262) 248-3673-*www.cityoflakegeneva.gov*

May 6, 2026

Mr. Greg Baird
215 E. Walnut
Hinsdale, IL 60521

Dear Mr. Baird:

This is a letter of intent setting forth economic and legal terms upon which the City of Lake Geneva (Purchaser) proposes to acquire from you as "Seller" certain real estate known as the 1103 S. Edwards Blvd., Lake Geneva. The property is further described as follows:

ZYUP 00149D1 (15.96 acres)

Part of SW1/4, NE1/4 Sec.6, Twp 1N, R 18E, Described as Commencing at SE Corner of CSM 2435, North 39° 58' 01" then West 368.88'to POB, then North 39° 58' 01" thence W 831.60' thence North 2° 40' 38" thence West 366.23' thence North 87° 43' 33" thence East 535.46' thence South 2° 40' 40" thence East 23', all in the City of Lake Geneva, Walworth County, Wisconsin

In summary, the proposed transaction is as follows:

1. Purchase Price: To be determined by means of an appraisal or appraisals agreed upon by both Purchaser and Seller. Purchase price is to be payable in cash at the time of Closing.

2. Earnest Money: Upon execution of a Purchase and Sale Agreement on terms acceptable to Purchaser and Seller (the Effective Date), Purchaser will deposit $50,000.00 into a joint order escrow account with the Elkhorn office of Chicago Title Insurance Company. All Earnest Money will be applicable to the Purchase Price and fully refundable if all the conditions of the Purchase and Sale Agreement are not satisfied.

3. Preconditions to Closing: The Purchaser intends to use the site for a police and/or fire department station and would like to ensure that the property can be used for Public Services and Utilities to accommodate the intended use. Purchaser's obligation to enter into a Purchase and Sale Agreement to purchase the Property shall be subject to the satisfaction of the following conditions (Due Diligence Items/Land Use Approval):

a. Purchaser shall have ninety (90) days (Due Diligence/Inspection Period) from the Effective Date to conduct any and all studies and/or investigations as Purchaser deems necessary, to Purchaser's sole satisfaction, including but not limited to engineering studies, building inspections, soil analysis, core drilling, zoning studies, mechanical studies, sewer studies, environmental and ecological studies, economic studies and conduct any and all physical inspections of the Property and an investigation as to the status of title of the Property. Seller

shall cooperate with Purchaser in making such inspections and allow Purchaser full access during reasonable business hours to the Property for the purpose of such inspections.

Purchaser shall review and either accept or reject, in its sole and absolute discretion, the findings from these documents within the ninety (90) Day Due Diligence Period. In the event the Purchaser fails to affirmatively waive or accept this contingency in writing on or before the ninetieth (90th) day, this Letter of Intent shall be deemed null, and void and Purchaser shall have no obligation to enter into a Purchase and Sale Agreement with the Seller.

b. Seller will deliver the following documents within Fifteen (15) days of this Letter of Intent: a) a commitment for Owner's ALTA Title Insurance Policy 1992 Form B with extended coverage ("Commitment") issued by Chicago Title Insurance Company ("Title Company") setting forth the state of title to the Property and all exceptions and restrictions of record including deed restrictions, liens and covenants, it being expressly understood that, notwithstanding anything herein contained to the contrary, Seller shall be responsible for satisfying all requirements for the issuance of extended coverage over standard exceptions and shall pay all premiums therefore. Along with such Commitment, the Title Company shall also furnish Purchaser with copies of all documents affecting the Property and reflected in the Commitment ("Title Documents"); b) copies of any and all, Preliminary Plats, Landscape Drawings, Engineering Drawings, Land Plans, Architectural Drawings, Market Feasibility Studies, Soils Studies Documents, Traffic Studies, Environmental Documents, Historic Preservation Documents, County Water Drainage and Management Documents, Wetland Reports/Studies, WDOT Documents, Wisconsin Department of Natural Resources Documents, U.S. Army Corp. of Engineer Documents, and all Permits and/or Permit Applications from all Governmental Agencies having jurisdiction over the Property;

c. The Purchaser's obligation to enter into a Purchase and Sale Agreement with Seller is subject to the Purchaser obtaining approval from the City of Lake Geneva City Council and Plan Commission to construct a new fire and or police facility which includes an administrative building and facilities to store police department and fire department vehicles and equipment together with issuance of any special/conditional use permits and variances, curb cuts on any adjacent Roadways, re-subdivision, permits for signage requirements and storm water management requirements for said project and/or any other approvals that the City of Lake Geneva, County of Walworth, or State of Wisconsin that may be required for the development of the property within the time set forth below (hereinafter referred to collectively as "Approvals for Land Use Modifications). If Purchaser does not terminate this Letter of Intent prior to the expiration of the Due Diligence/Inspection Period, Purchaser shall have fifteen (15) days from the expiration of the Due Diligence/Inspection Period (the "Land Use Modification Approval Period") in which to enter into a Purchase and Sale Agreement with the Seller at a price mutually agreed to by the parties based upon the appraisal or appraisals of the parties on a standard Wisconsin Vacant Land Offer to Purchase produced by the Wisconsin Realtors Association. Any and all costs and expenses incurred in connection with such Approvals for Due Diligence/Land Use Approvals shall be borne by the Purchaser. Seller shall cooperate fully with Purchaser by providing to Purchaser any and all documents in their possession to assist purchaser in obtaining any and all local, State and Federal permits in regard to the applications for Approvals for Land Use Modifications and shall execute all documents required by Purchaser in

connection therewith in compliance with all applicable governmental laws, ordinances and regulations.

In the event that any required permits are not approved by the City of Lake Geneva and/or the County of Walworth or the State of Wisconsin, the Purchase Agreement shall be declared null and void.

4. Title and Other Documents: Seller shall deliver at closing to Purchaser, at Seller's expense, an ALTA owner's policy of title insurance with full-extended coverage, and such other documents and instruments as are normal and customary in such real estate transactions. Seller covenants, warrants and represents to Purchaser, to the best of Seller's knowledge, as of the date hereof and at Closing, that Seller owns fee simple title to the Property; that no third party has any right to or interest in the Property; that all encumbrances will be paid from the proceeds of the Purchase Price and released at Closing; that to best of Seller's knowledge there are no hazardous or toxic substances on the Property and the Property has not been used as a landfill or waste facility; that to best of Seller's knowledge there are no underground storage tanks on the Property; and the Seller will not enter into any agreements with respect to the Property between the Date hereof and the Closing Date without Purchaser's prior written approval.

5. Survey: The Purchaser shall be responsible for obtaining a survey of the property at the sole cost of the Purchaser. The survey shall be subject to approval by the Purchaser in the Purchaser's sole discretion.

6. Closing: The Closing shall occur within Thirty (30) days following the execution of a Purchase and Sale Agreement between the Purchaser and Seller. All escrow charges for the deed and money escrow shall be borne equally by the parties. The Purchaser will be responsible for any charges for Mortgage escrow, if financing is required.

7. Final Contract: The obligations of Seller and Purchaser to close the transaction described in this letter are expressly conditioned on the parties entering into a definitive written Purchase and Sale Agreement (Wisconsin Vacant Land Offer to Purchase.) The parties will try to finalize a written Purchase and Sale Agreement on or before August 15, 2026.

8. Other Offers: Seller agrees to entertain no other offers to purchase the property after the date of the acceptance of this letter of intent; provided, however, that this provision will be considered void if a definitive Purchase Agreement is not entered into between the parties by August 15, 2026.

9. Seller's obligation to enter into a purchase agreement shall be subject to approval by the City Council and Mayor which shall be in their sole discretion.

10. Non-Binding Nature: This letter of intent is not contractually binding on the parties, except for the provisions of paragraph 8 and the timelines set forth herein and is only an expression of the basic terms and conditions to be incorporated in a formal written agreement. This letter of intent does not obligate either party to negotiate in good faith or to proceed to the completion of an agreement. The parties shall not be contractually bound unless and until a

formal agreement is executed by the parties, which must be in form and content satisfactory to each party and their counsel in their sole discretion. Neither party may rely on this letter of intent as creating any legal obligation of any kind except as specifically provided in this paragraph 10.

11. Expiration: This Letter of Intent shall expire at 5:00 P.M. on May 15th, 2026, if not accepted by Seller by such time.

Sincerely yours,

Official Stamp
Todd Krause
Mayor

Todd Krause, Mayor
City of Lake Geneva

Acceptance

This letter of intent and the terms contained herein are accepted by the Seller,

Greg Baird, this _____ day of May, 2026.

Greg Baird