



City of Lake Geneva, 626 Geneva St, Lake Geneva, Wisconsin- 262.248.3673- www.cityoflakegeneva.com

**FINANCE, LICENSING & REGULATION COMMITTEE
TUESDAY, JULY 6, 2021 – 4:30 PM
CITY HALL, COUNCIL CHAMBERS**

Committee Members: Chairperson Ken Howell, Alderpersons: Joan Yunker, Mary Jo Fesenmaier, John Halverson, and Rich Hedlund

CITY HALL WILL BE OPEN TO THE PUBLIC DURING ALL MEETINGS. THE CITY OF LAKE GENEVA IS HOLDING ALL MEETINGS VIRTUALLY AS WELL AS IN PERSON. IF YOU WISH TO LISTEN OR WATCH THE MEETING YOU MAY DO SO BY USING THE FOLLOWING:

1. Links to the City of Lake Geneva's live video stream can be found at www.cityoflakegeneva.com/video
2. Television: Watch live broadcast of the meeting on Spectrum Cable Channel 25
3. Listen to audio via phone: (602) 333-2017 (Long distance rates may apply) (888) 204-5987 (Toll Free) **Access Code:** 9746153

AGENDA

1. Call to Order by Chairperson Howell
2. Roll Call
3. Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda except for public hearing items. Comments will be limited to 5 minutes
4. Approve the minutes of the June 15, 2021 Finance, Licensing, and Regulation Committee meeting as prepared and distributed
5. **Licenses & Permits**
 - a. Discussion/Recommendation regarding a Temporary Class "B"/ "Class B" Retailer's License filed by the Lake Geneva Rotary Club for use at the Riviera New Year's Eve Gala to be held December 31, 2021 at the Riviera, 812 Wrigley Drive
 - b. Discussion/Recommendation regarding a Temporary Operator License filed by Jill Rodriguez for the event of Riviera New Year's Eve Gala to be held December 31, 2021 at the Riviera Ballroom, 812 Wrigley Drive
 - c. Discussion/Recommendation regarding a Temporary Operator License filed by Jill Rodriguez for the event of String of Pearls Gala to be held August 28, 2021 at the Riviera Ballroom, 812 Wrigley Drive
 - d. Discussion/Recommendation regarding a Renewal Sidewalk Café Permit Application filed by Heart & Sol Café d/b/a Heart & Sol Café located at 264 Center Street
 - e. Discussion/Recommendation regarding an Original Sidewalk Café Application filed by D & D Restaurant Group d/b/a Flat Iron Tap located at 150 Center Street
 - f. Discussion/Recommendation regarding an Alcohol Premises Extension filed by D & D Restaurant Group d/b/a Flat Iron Tap located at 150 Center Street
 - g. Discussion/Recommendation regarding an Original Class "C" Wine License application filed by Lake Geneva Egg Harbor LLC a/b/a Egg Harbor Café, Agent, Adeline Buffa, located at 827 Main Street

- h. Discussion/Recommendation regarding an Agent Change to Monica Pfeifer, filed by Maxwell Pub LLC d/b/a Maxwell Mansion, located at 304 S Wells Street
 - i. Discussion/Recommendation regarding Temporary Operator Licenses for the event of Venetian Festival filed by: Eric Akuetteh, Tyler August, Douglas Bartz, Joe Chambers III, Brian Holt, Bryan Iwicki, Franklyn Lasch, Ryan Lasch, Nathan Love, Brian Monahan, Nicholas Ponsonby, Travis Ross, Joshua Spiegelhoff, Michael Springer JR, Ryan Stelzer, and Christopher Zegarra
- 6. Discussion/Recommendation regarding **Resolution 21-R51** a resolution authorizing the write off of 2019 delinquent personal property taxes in the amount of \$718.93 deemed uncollectible
- 7. Discussion/Recommendation regarding proposed policy for remote attendance and recording of City meetings
- 8. Discussion/Recommendation regarding bids for the City Hall Roof Project
- 9. Discussion/Recommendation regarding bids for the Street Department Roof Projects
- 10. Discussion/Recommendation regarding RFP's for the 2022 Street Improvement Project
- 11. Discussion/Recommendation regarding Pay Request #1 for the 2021 Street program filed by Wolf Construction in an amount not to exceed \$150,963.03
- 12. Discussion/Recommendation regarding Pay Request #2 for the 2021 Street program filed by Wolf Construction in an amount not to exceed \$357,733.08
- 13. Discussion/Recommendation regarding Pay Request #3 for the 2020 Street program filed by Payne and Dolan in an amount not to exceed \$14,865.13
- 14. Discussion/Recommendation regarding possible church pass parking permit for Sunday morning for certain area of downtown parking district
- 15. Discussion/Recommendation regarding disallowance of claim filed by Alex Knable for alleged damage caused by a piece of asphalt that went through a snow blower on February 3, 2021, pursuant to Wis. Stat. 893.80(1g)
- 16. Discussion/Recommendation regarding the Library Renovation project related to the use of additional capital funds
- 17. Discussion/Recommendation regarding possibly updating City ordinances as it relates to pet licenses
- 18. Discussion/Recommendation regarding an Impact Fee Study
- 19. Discussion regarding 2022 Budget Goals and Timeline
- 20. **Presentation of Accounts**
 - a. Prepaid Bills in the amount of \$923,117.62
 - b. Regular Bills in the amount of \$254,502.01

21. Adjournment

<i>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.</i>
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cc: Committee Members, Mayor, Council, Administrator, Attorney, Media

FINANCE, LICENSING & REGULATION COMMITTEE MINUTES
TUESDAY, JUNE 15, 2021 – 4:30 PM
CITY HALL, COUNCIL CHAMBERS

Committee Members: Chairperson Ken Howell, Alderpersons: Joan Yunker, Mary Jo Fesenmaier, John Halverson, and Rich Hedlund

Chairperson Howell called the meeting to order at 4:30 p.m.

Roll Call

Present: Howell, Halverson, Fesenmaier, Yunker, and Hedlund

Absent: 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

None

Approve the minutes of the June 1, 2021 Finance, Licensing, and Regulation Committee meeting as prepared and distributed

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

Licenses & Permits

Discussion/Recommendation regarding a Tier I Event Permit Application filed by the Alzheimer's Association for the event of 15th Annual Walk to End Alzheimer's to take place on Saturday, September 18, 2021 from 6:30 a.m. to 3:30 p.m., located at Library Park

Motion by Yunker to approve, second by Hedlund. Fesenmaier indicated that she would like to see what events have had parking waived in the past, for future discussions. Motion carried 5-0.

Discussion/Recommendation a Taxi Company License Renewal, for the period of July 1, 2021 through June 30, 2022, filed by Senior Cab

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

Discussion/Recommendation regarding an Original Class "B" Fermented Malt Beverage & Class "C" Wine License application filed by Hill Valley Dairy LLC, d/b/a Hill Valley Dairy, Josie Henningfeld, Agent, located at 512 Broad St
Motion by Halverson to approve, second by Hedlund. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding the City of Lake Geneva Donation Policy

City Administrator Nord explained that this policy would be sued for future donations to the City and would help to facilitate funds for maintenance. He added that this would not apply to the Police, Fire, Library or Utility as they are governed by their own commission.

Motion by Fesenmaier to approve, second by Halverson. Motion carried 5-0.

Discussion/Recommendation regarding proposed policy for private parking stall reservations on Wrigley Drive

City Administrator Nord stated that this is a brief policy that would address the prohibition of private stall reservation on Wrigley Drive. He added that the Parking Manager would be overseeing this policy and that he would be able to grant parking reservations for special circumstances. Hedlund added that the policy should identify the City Administrator as the final authority for private stall reservations. Director of Public Works Tom Earle also added that the policy indicates no private reservations on Wrigley Drive between Cook Street and Broad Street; he noted that should say no private reservations on Wrigley Drive between Main Street and Broad Street. The committee also agreed to allow any previously issued and paid stall reservations to be honored.

Motion by Hedlund to approve the policy with the amendments discussed, second by Yunker. Motion carried 5-0.

Discussion/Recommendation regarding approval of a Century invoice for work to be completed on damaged guardrail and to identify funding source

Director of Public Works Earle stated that the guardrail on George Street/Highway H and Maxwell Street had been severely damaged and it needs to be replaced. He added that there currently isn't money in the budget to fix it and would

like to see the money come from the contingency fund. Clerk Kropf noted that this incident was sent to the insurance company, but that the guardrail isn't covered by the insurance policy of the City. Motion by Hedlund to replace the guardrail and to use contingency funds in an amount not to exceed \$10,000, second by Halverson. Motion carried 5-0.

Discussion/Recommendation regarding possibly amending City code to disallow left hand turn for northbound traffic on N Edwards Blvd, into 350 N Edwards Blvd

Hedlund noted that particular intersection is very dangerous and creates problems when traffic is trying to turn left off of Edwards Blvd into the gas station located at 350 N Edwards Blvd. He added that he would be fearful about changing this without input from the business owner. Public Works Director Earle explained that the Public Works Committee did discuss this. The WI DOT will be making improvements to Highway 50 and this intersection as well; any changes to this intersection was removed from the 2021 Street Improvement project for further review. The idea of placing bollards was discussed at the Public Works Committee, but that cannot be done without an ordinance change.

Motion by Fesenmaier to refer this item to the Public Works Committee for consideration, second by Hedlund.

Discussion/Recommendation regarding purchase of 1,300 gallon Varitech Tank/Spray Brine system from Walworth County with funds from the Capital Improvement Fund

Director Earle stated that this purchase is coming from the Walworth County Public Works Department and that this is a budgeted item.

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

Discussion regarding May Treasurer's Report and Budget versus Actual Report

Finance Director Hall presented the May Treasurer's Report and the Budget versus Actual Report. She noted that there are cash decreases and they were: payment for the new airboat for Fire Department, payment to MSI General Corp for the Riviera Renovation Project, and to Reliant Fire for a payment made on the new pumper truck. She added that the City budget was at approximately 42% of expenditures and that so far the beach has made \$89,701 so far. No action taken.

Presentation of Accounts

Prepaid Bills in the amount of \$ 67,749.44

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

Regular Bills in the amount of \$201,280.83

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

Adjournment

Motion by Hedlund to adjourn, second by Halverson. Motion carried 5-0. The meeting adjourned at 5:12 p.m.

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

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

Applicant Organization: Lake Geneva Rotary

Name of Event: New Year's Eve Gala @ Riviera

Date of Event: 12/31/21

Time of Event: 7-12
(Beginning) (Ending)

Event Contact Person: Jill Rodriguez

Contact Phone:

Contact Email:

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

☒ Yes

☐ No

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

For Office Use Only

Date Filed: June 24, 2021 Receipt No: 15-002238

Total Amount: \$10 -

Forwarded to Police Chief: June 24, 2021

Recommendation:

Approved

Denied

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

FLR Approval: _____

License Issued: _____

Council Approval: _____

License Number: _____

License Expires: _____

MAIL TO: Organization

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

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

FEE \$ 10

Application Date: 6-23-21

☐ Town ☐ Village ☒ City of Lake Geneva

County of Walworth

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

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

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

at the premises described below during a special event beginning 12/31/21 and ending 1/1/22 and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. Organization (check appropriate box) →

☒ Bona fide Club

☐ Church

☐ Lodge/Society

☐ Veteran's Organization

☐ Fair Association or Agricultural Society

☐ Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Lake Geneva Rotary Club

(b) Address PO Box 601 Lake Geneva WI 53147
(Street) ☐ Town ☐ Village ☒ City

(c) Date organized 1975

(d) If corporation, give date of incorporation _____

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

(f) Names and addresses of all officers:

President Jill Rodriguez

Vice President Jane Iesen

Secretary Robert Kunkel

Treasurer Nancy Newkome

(g) Name and address of manager or person in charge of affair: Jill Rodriguez

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

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

(b) Lot _____ Block _____

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

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

3. Name of Event

(a) List name of the event New Year's Eve Gala

(b) Dates of event 12/31/21

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer

Jill Rodriguez
(Signature / Date)

Lake Geneva Rotary Club
(Name of Organization)

Date Filed with Clerk June 24, 2021

Date Reported to Council or Board _____

Date Granted by Council _____

License No. _____



CITY OF LAKE GENEVA

TEMPORARY OPERATOR LICENSE



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

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

APPLICANT INFORMATION

Name: WILL Rodriguez Jill
Last First Middle

Maiden Name: Holopigian Date of Birth: [REDACTED]

Is your Certificate of Completion of a Beverage Server Training Course Attached? YES ☒ NO
If No, will a Licensed Operator be serving or supervising the service of alcohol? ☒ YES NO

ORGANIZATION WHERE SERVICES OF LICENSEE WILL BE EMPLOYED

Organization Name: Lake Geneva Rotary Club
Address: PO Box 601 Lake Geneva WI 53147
Name of Event where licensee will work: Riviera New Years Eve
Date of Event: 12/31/21

APPLICANT SIGNATURE

[Signature] DATE: 6/23/21

APPROVED BEVERAGE SERVER TRAINING COURSES

Serverlicense.com
Servingalcohol.com
TIPS

Learn2serve.com
\$8 Server Training
CARE

Wisconsin Technical Colleges
ServSafe Alcohol (WRAEF/NRAEF)
TEAM

For Office Use Only

Date Filed: June 24, 2021 Receipt No: 15.002238

Total Amount: \$10

Forwarded to Police Chief: June 24, 2021

Background Completed: 6-29-21 gr

Recommendation: _____ Approved _____ Denied _____

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

FLR Approval: _____

License Issued: _____

Council Approval: _____

License Number: _____

License Expires: _____

MAILTO: Individual, Organization



CITY OF LAKE GENEVA

TEMPORARY OPERATOR LICENSE



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

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

APPLICANT INFORMATION

Name: Rodriguez Jill
Last First Middle

Maiden Name: Holopigian Date of Birth: [REDACTED]

Is your Certificate of Completion of a Beverage Server Training Course Attached? YES ☒ NO ☐
If No, will a Licensed Operator be serving or supervising the service of alcohol? ☒ YES ☐ NO

ORGANIZATION WHERE SERVICES OF LICENSEE WILL BE EMPLOYED

Organization Name: Rotary Club of Lake Geneva
Address: PO Box 601 Lake Geneva, WI
Name of Event where licensee will work: String of Pearls and NYE Gala
Date of Event: 8/28/21 + 12/31/21

APPLICANT SIGNATURE

Jill Rodriguez DATE: 6/21/21

APPROVED BEVERAGE SERVER TRAINING COURSES

Serverlicense.com
Servingalcohol.com
TIPS

Learn2serve.com
\$8 Server Training
CARE

Wisconsin Technical Colleges
ServSafe Alcohol (WRAEF/NRAEF)
TEAM

For Office Use Only

Date Filed: June 24, 2021 Receipt No: 15-602238

Total Amount: \$10-

Forwarded to Police Chief: June 24, 2021

Background Completed: 6-29-21 JF

Recommendation: [Signature] Approved Denied

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

FLR Approval: _____

License Issued: _____

Council Approval: _____

License Number: _____

MAILTO: Individual, Organization

License Expires: _____



CITY OF LAKE GENEVA

SIDEWALK CAFÉ PERMIT APPLICATION

PLEASE FILL IN ALL BLANKS COMPLETELY, AS INCOMPLETE APPLICATIONS WILL BE REJECTED.

Please Check:

- | | |
|---|---|
| ☐ Initial Sidewalk Café Permit with Alcohol | ☐ Renewal of Sidewalk Café Permit with Alcohol |
| ☐ Initial Sidewalk Café Permit without Alcohol | ☒ Renewal of Sidewalk Café Permit without Alcohol |

Application Checklist:

- ☐ **Certificate of Comprehensive General Liability Insurance** naming the City as a party insured against liability resulting from the uses permitted herein. The coverage shall be in an amount not less than \$1,000,000.00.
- ☐ **Scaled diagram** which accurately depicts the dimensions of the existing sidewalk area and adjacent private property, the proposed location of the sidewalk café, size and number of tables, seats, bollards (and chains or ropes), planters, umbrellas, location of doorways, tree, signage, parking meters, obstructions (either existing or proposed, within the pedestrian way). *Site plan must depict five (5) feet of unobstructed sidewalk for public use.*
- ☐ **Copy of restaurant license issued by the Wisconsin Dept. of Health Services and/or Wisconsin Dept. of Agriculture, Trade and Consumer Protection per Wis. Stat. 254.64.**
- ☐ **Application Fee** of \$15.00 per seat: 4 seats x \$15.00 = \$ 60
(# OF SEATS) (TOTAL FEE)
- ☐ **Alcohol License Premises Extension Application (Initial Applications Only).** If the applicant wishes to serve alcohol in the sidewalk café area, the applicant must currently hold a valid license to serve alcohol and submit an application requesting the premises description of the license be amended to include the sidewalk café area. The Alcohol License Premises Extension Application does not need to be submitted if the alcohol license has already been extended to the sidewalk café area.

APPLICANT INFORMATION

Applicant Name: JEFF WACSKI
Establishment Name: HEART & SOUL CAFE
Address: 264 CENTER ST

Do food sales generate more than 50% of gross receipts?

☒ Yes

☐ No

Are you requesting to serve alcoholic beverages?

☐ Yes

☒ No

If so, please provide the following information:

Liquor License Agent Name: _____

Agent Address: _____

Agent Phone: _____ Alt. # _____

Agent E-mail: _____

Signature of Agent: _____ Date: _____

INDEMNIFICATION STATEMENT

I, JEFF WALSKI representing HEART & SOUL CAFE as its
(FULL NAME) (ESTABLISHMENT)

OWNER agree to hold harmless and indemnify the City, its directors,
(TITLE)
officers, employees and agents, from and against any and all liabilities, losses, claims, demands, damages, fines, penalties, costs and expenses, including, but not limited to, reasonable attorney's fees and costs of litigation, and all causes of action of any kind or character resulting from my use of the public sidewalk as a café. I certify that I have read and understand the rules of Section 62-67 (6) Sidewalk Café permits.

SIGNATURE OF APPLICANT: _____

DATE: 5/26/21

For Office Use Only

Date Filed with Clerk: 5/28/21

Total Amount: \$ \$100.00 Receipt No.: 15-001480

Date Forwarded to Police Chief: June 14, 2021

Police Chief Signature: _____ Approved _____ Denied _____

Date Forwarded to Building Inspector: _____

Director of Building Inspector Signature: _____ Approved _____ Denied _____

Date Forwarded to Director of Public Works: 21 June 21

Director of Public Works Signature: _____ Approved _____ Denied _____

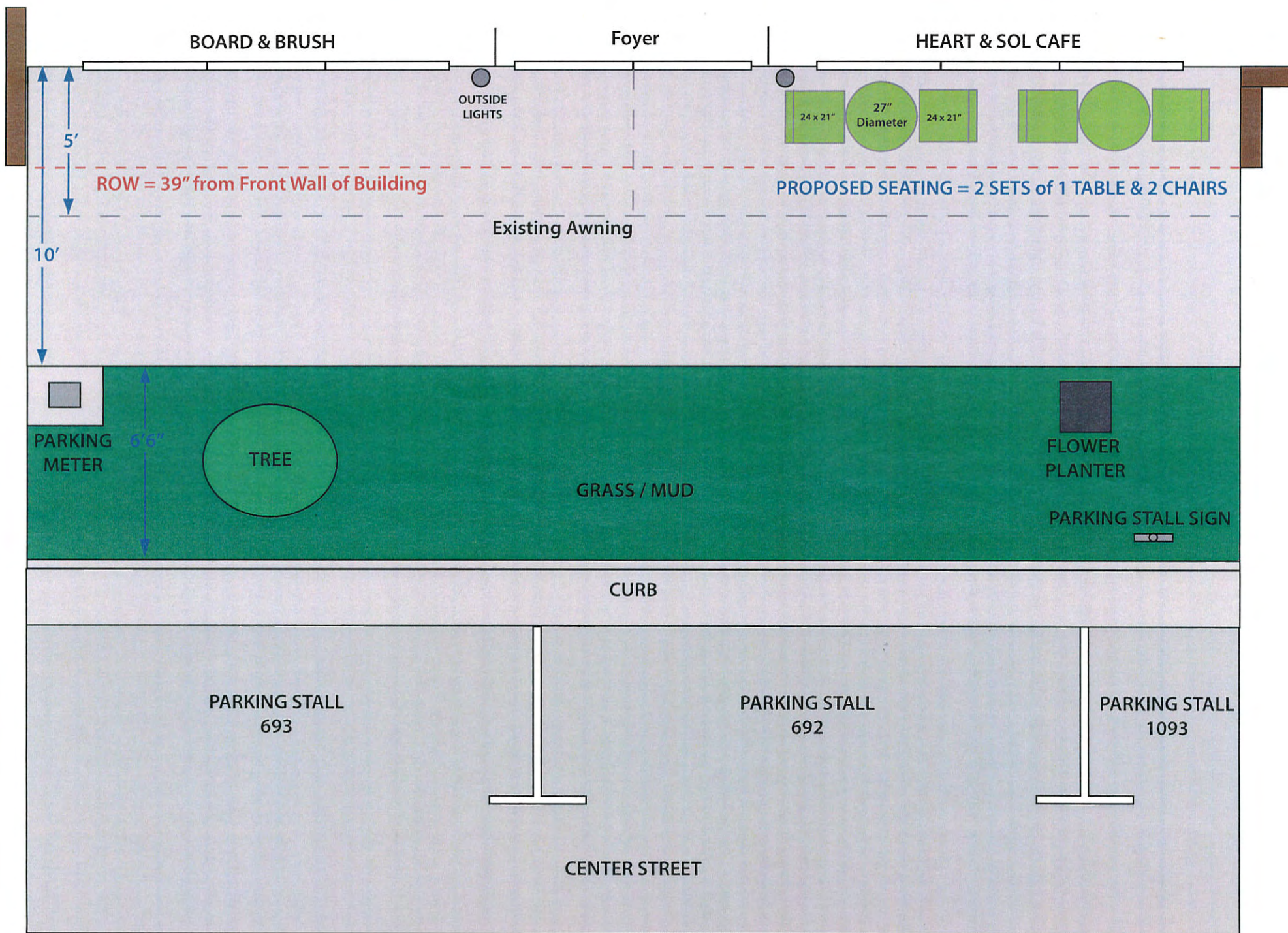
Date of FLR/Council Approval (for alcohol license amendment, if applicable): _____

Permit Issue Date: _____ Permit Number: _____

Copies Provided to:

Police Chief
DPW Director

Fire Chief
Zoning Administrator



1/4" = 1'

HEART & SOL CAFE • 264 CENTER ST



CITY OF LAKE GENEVA

SIDEWALK CAFÉ PERMIT APPLICATION

PLEASE FILL IN ALL BLANKS COMPLETELY, AS INCOMPLETE APPLICATIONS WILL BE REJECTED.

Please Check:

- | | |
|---|--|
| ☐ Initial Sidewalk Café Permit with Alcohol | ☒ Renewal of Sidewalk Café Permit with Alcohol |
| ☐ Initial Sidewalk Café Permit without Alcohol | ☐ Renewal of Sidewalk Café Permit without Alcohol |

Application Checklist:

- ☐ Certificate of Comprehensive General Liability Insurance naming the City as a party insured against liability resulting from the uses permitted herein. The coverage shall be in an amount not less than \$1,000,000.00.
- ☒ Scaled diagram which accurately depicts the dimensions of the existing sidewalk area and adjacent private property, the proposed location of the sidewalk café, size and number of tables, seats, bollards (and chains or ropes), planters, umbrellas, location of doorways, tree, signage, parking meters, obstructions (either existing or proposed, within the pedestrian way). *Site plan must depict five (5) feet of unobstructed sidewalk for public use.*
- ☐ Copy of restaurant license issued by the Wisconsin Dept. of Health Services and/or Wisconsin Dept. of Agriculture, Trade and Consumer Protection per Wis. Stat. 254.64.
- ☐ Application Fee of \$15.00 per seat: 24 seats x \$15.00 = \$ 360.00
(# OF SEATS) (TOTAL FEE)
- ☐ Alcohol License Premises Extension Application (Initial Applications Only). If the applicant wishes to serve alcohol in the sidewalk café area, the applicant must currently hold a valid license to serve alcohol and submit an application requesting the premises description of the license be amended to include the sidewalk café area. The Alcohol License Premises Extension Application does not need to be submitted if the alcohol license has already been extended to the sidewalk café area.

APPLICANT INFORMATION

Applicant Name: DAVID J Wingate
Establishment Name: Flat Iron Tap
Address: 150 Center St Lake Geneva, WI 53147
Phone: [REDACTED] E-mail: flatirontap@gmail.com

Do food sales generate more than 50% of gross receipts? ☒ Yes ☐ No

Are you requesting to serve alcoholic beverages?

☒ Yes

☐ No

If so, please provide the following information:

Liquor License Agent Name:

John Sherman Lindsay

Sig

INDEMNIFICATION STATEMENT

I, John Sherman Lindsay representing Flat Iron Tap as its
(FULL NAME) (ESTABLISHMENT)

Agent agree to hold harmless and indemnify the City, its directors,
(TITLE)
officers, employees and agents, from and against any and all liabilities, losses, claims, demands,
damages, fines, penalties, costs and expenses, including, but not limited to, reasonable attorney's
fees and costs of litigation, and all causes of action of any kind or character resulting from my use
of the public sidewalk as a café. I certify that I have read and understand the rules of Section 62-67
(6) Sidewalk Café permits.

SIGNATURE OF APPLICANT:

[Signature]

DATE: 4-14-21

For Office Use Only

Date Filed with Clerk: April 14, 2021

Total Amount: \$ 180 - Receipt No.: 15-000781

Date Forwarded to Police Chief: April 15, 2021

Police Chief Signature: [Signature]

Approved

Denied

Date Forwarded to Building Inspector: 4/20

Director of Building Inspector Signature: [Signature]

Approved

Denied

Date Forwarded to Director of Public Works: 19 May 2021

Director of Public Works Signature: [Signature]

Approved

Denied

Date of FLR/Council Approval (for alcohol license amendment, if applicable): _____

Permit Issue Date: _____ Permit Number: _____

Copies Provided to:

Police Chief
DPW Director

Fire Chief
Zoning Administrator

PROPOSED PLAN

for beautification/renovation of

Parcel 4 adjacent to

Flat Iron Tap

at 150 Center Street in Downtown Lake Geneva

consisting of

TERRACE and OUTDOOR SEATING



FLAT IRON TAP

150 Center Street, Lake Geneva, WI 53147
262-812-4064 flatirontap@gmail.com



4/14/2021

PROPOSAL FOR OUTSIDE TERRACE

To Whom It May Concern:

D & D Restaurant Group, Inc. DBA "The Flat Iron Tap" proposes to lease from the City Parcel 4, Part of Block 30, Plat of the City of Lake Geneva, Walworth County, Wisconsin (see attached diagram). The area will be utilized as an outside dining area for the benefit of Parcel 3 the Flat Iron Tap - with a patio, awning and greenery - to beautify the space and expand the Flat Iron Tap's seating capacity. The construction of a new Outdoor Terrace will benefit all parties: the Flat Iron Tap will gain several new tables and a charming new work space, and the City will gain the beautification of the downtown area, increased foot traffic, and more revenue.

The Space: Lot 4 is 40' x 50' and is currently occupied by a large electrical box, 4 parking stalls, a concrete slab (8' x 50') and four benches. The adjacent building is Parcel 3 (150 Center Street) which is currently occupied by Flat Iron Tap and Lake Geneva Tattoo (see Sheets 1-3).

The Terrace: The Terrace deck shall extend approximately 5 feet south from the existing concrete slab at 150 Center Street and run east-west 30 feet alongside the length of the slab, stopping 10 feet from the electrical transformer, affording space for several tables for patrons. The Terrace deck shall sit flush upon the existing concrete slab at the north end, and sit upon concrete footings at the south. It shall be composed of ecologically responsible lumber, exterior treated against rot and mold. A safety railing will run around the perimeter of the deck.

ADA Compliance: The Terrace will be ADA accessible in the front with a wheelchair ramp off the Center Street sidewalk.

Impact: The Terrace will have zero impact upon existing parking, access/egress, utilities, and drainage,

Parking: The City's existing four pay-parking spaces will be pushed 5 feet towards the alley, allowing the City to keep its parking revenue while also allowing passage through the alley. The

City may wish to consider transforming these four spaces into nine individual motorcycle-only parking spaces, or perhaps even four electric car charging stations, given the close proximity to the main electrical box already located on the Lot. Motorcycle parking would bring *double* revenue, attractive given the importance of motorcycle enthusiasts to the summer season. On the other hand, electric car ports are both greatly in-demand and eco-friendly.

Construction: Construction will take approximately three working days. Construction will be conducted by a licensed local construction company. Flat Iron will restripe the new parking spaces.

Insurance: The City will be listed as an "additional insured" upon the Flat Iron Tap's renters/casualty policy.

Term: The lease term will match Flat Iron's current lease - 5 years with option to renew.

Demolition: Upon termination of the lease, the deck will be removed by the Flat Iron Tap at our own expense, or should the City so request become property of the City.

Conditions: Flat Iron must be granted an expansion of its current Class B beer and Class C wine licenses to allow patrons to consume alcohol upon the Terrace on Lot 3.

Zero Impact Win-Win: The City has no down-side: The erection of the Terrace will not affect: 1) existing automobile traffic through the alley, 2) existing parking revenues, 3) existing drainage/utilities or 4) existing access/egress. Additionally, the City will gain more income from lease of the land, while still collecting parking fees. Most importantly, the City will benefit from beautifying one of the main corridors into town.

We look forward to working with the City to develop this Lot and make beautiful the Downtown area. Please contact me directly with any questions or concerns.

Respectfully,

David Wingate
Owner, Flat Iron Tap
815/814-2301



Before



After

Flat Iron Tap's Outdoor Seating Plan:

Dimensions:

- Extend the existing concrete slab five feet to the south with a handsome wooden railed deck
- Total deck size: 30 feet x 7 feet

Structural:

- Deck will abut flush with concrete slab at north end and stand upon 4 pilings to the south.
- Made of treated, finished, exterior grade lumber
- Construction time: 3 days

Parking:

- Village parking revenue will NOT be affected
- Only moving parking 5 feet from existing
- Ample clearance from the alley.

Seating:

- four tables (four chairs ea.) and two tables (two chairs ea.) = 20 outdoor seats
- exterior seating = social distancing and COVID mitigation

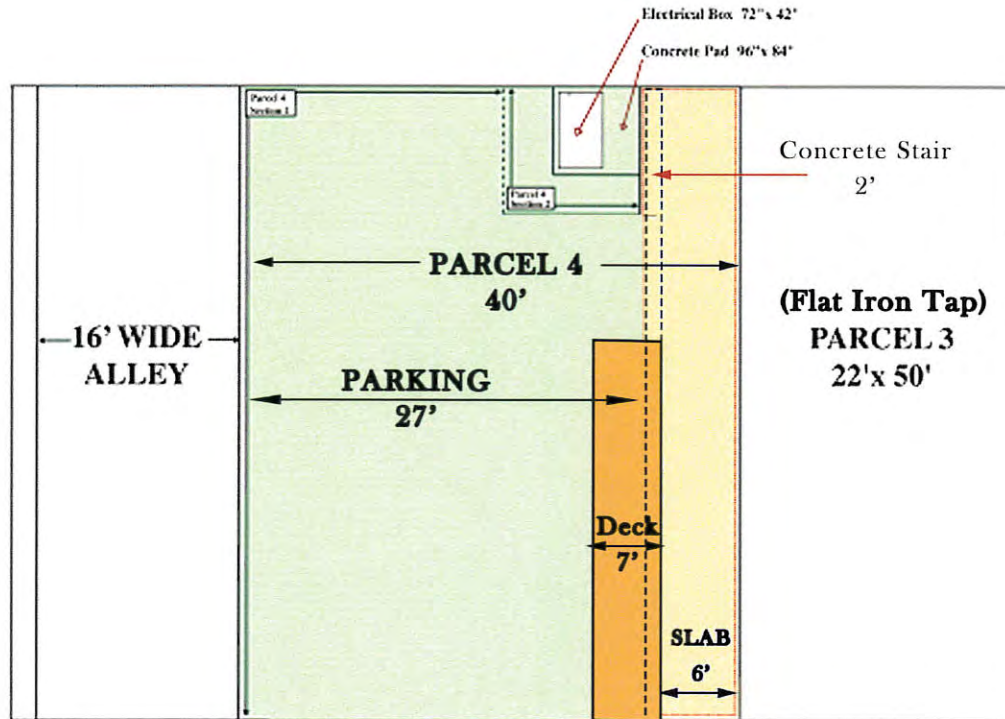
Utilities

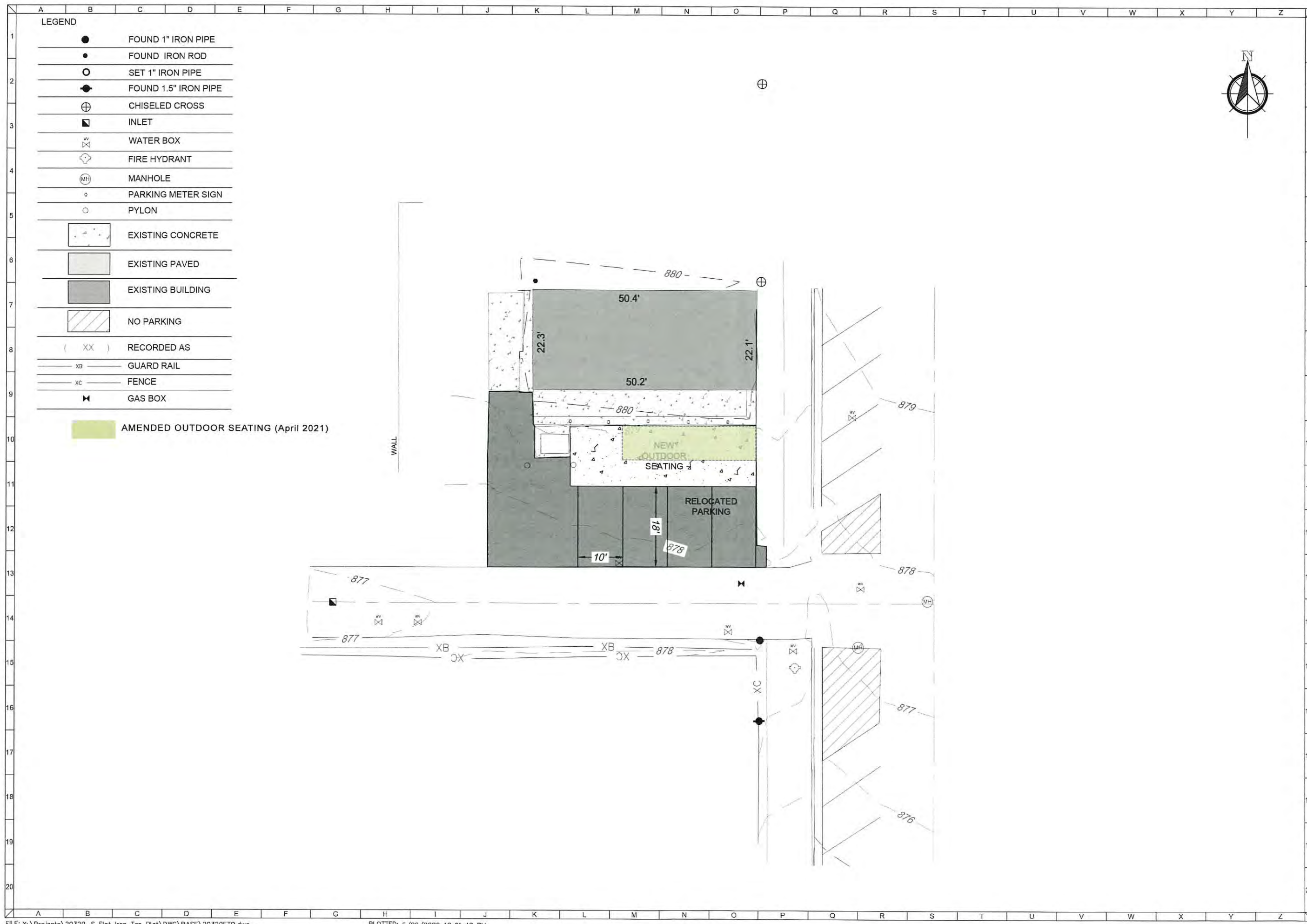
- compliance with Alliant Energy minimum leeway requirements at transformer box
- all utility lines have been marked and are clear

Beautification

- transform ugly concrete lot into a vibrant, attractive gathering spot
- Beautify a major corridor into Downtown Lake Geneva

Flat Iron Tap
Outdoor Seating
Simple Concept Plan
(not drawn to scale)





LEGEND	
●	FOUND 1" IRON PIPE
•	FOUND IRON ROD
○	SET 1" IRON PIPE
●	FOUND 1.5" IRON PIPE
⊕	CHISELED CROSS
■	INLET
⊗	WATER BOX
⊕	FIRE HYDRANT
(MH)	MANHOLE
○	PARKING METER SIGN
○	PYLON
▨	EXISTING CONCRETE
▩	EXISTING PAVED
■	EXISTING BUILDING
▨	NO PARKING
(XX)	RECORDED AS
XB	GUARD RAIL
XC	FENCE
⊗	GAS BOX

AMENDED OUTDOOR SEATING (April 2021)

CLIENT

FLAT IRON TAP
CITY OF LAKE GENEVA, WI 53147

PRELIMINARY EXISTING CONDITIONS

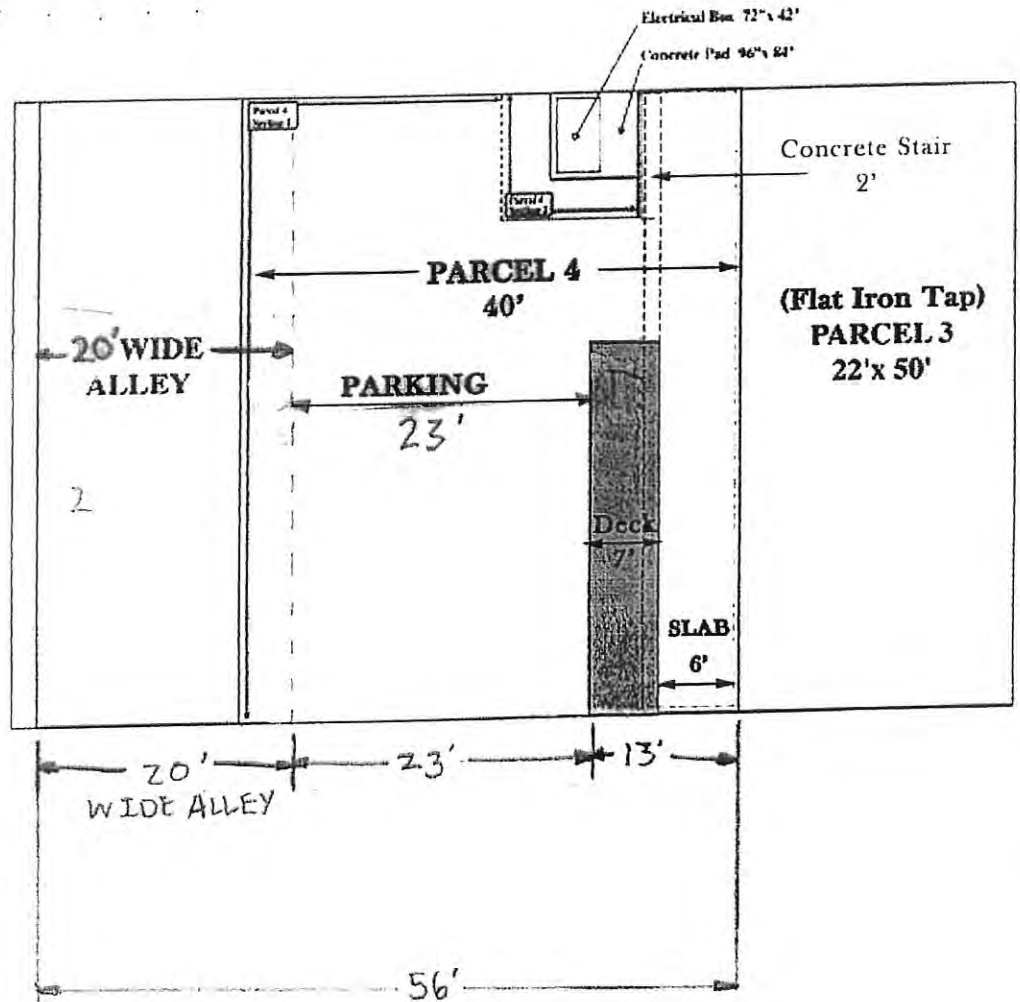


CARDINAL ENGINEERING LLC
DESIGNING IN TRUE DIRECTIONS
201 BROAD STREET, SUITE B
LAKE GENEVA, WI 53147
262.757.8776
CARDINALENGINEERINGWI.COM

NO.	REVISION DESCRIPTION	REV DATE
SCALE		1 IN 20 FT
PROJECT NUMBER		20329
DATE		04-06-2020
PROJECT MGR		###
DRAWN BY		JDB
DESIGNED BY		RWC

SHEET NUMBER

Flat Iron Tap
Outdoor Seating
Simple Concept Plan
(not drawn to scale)

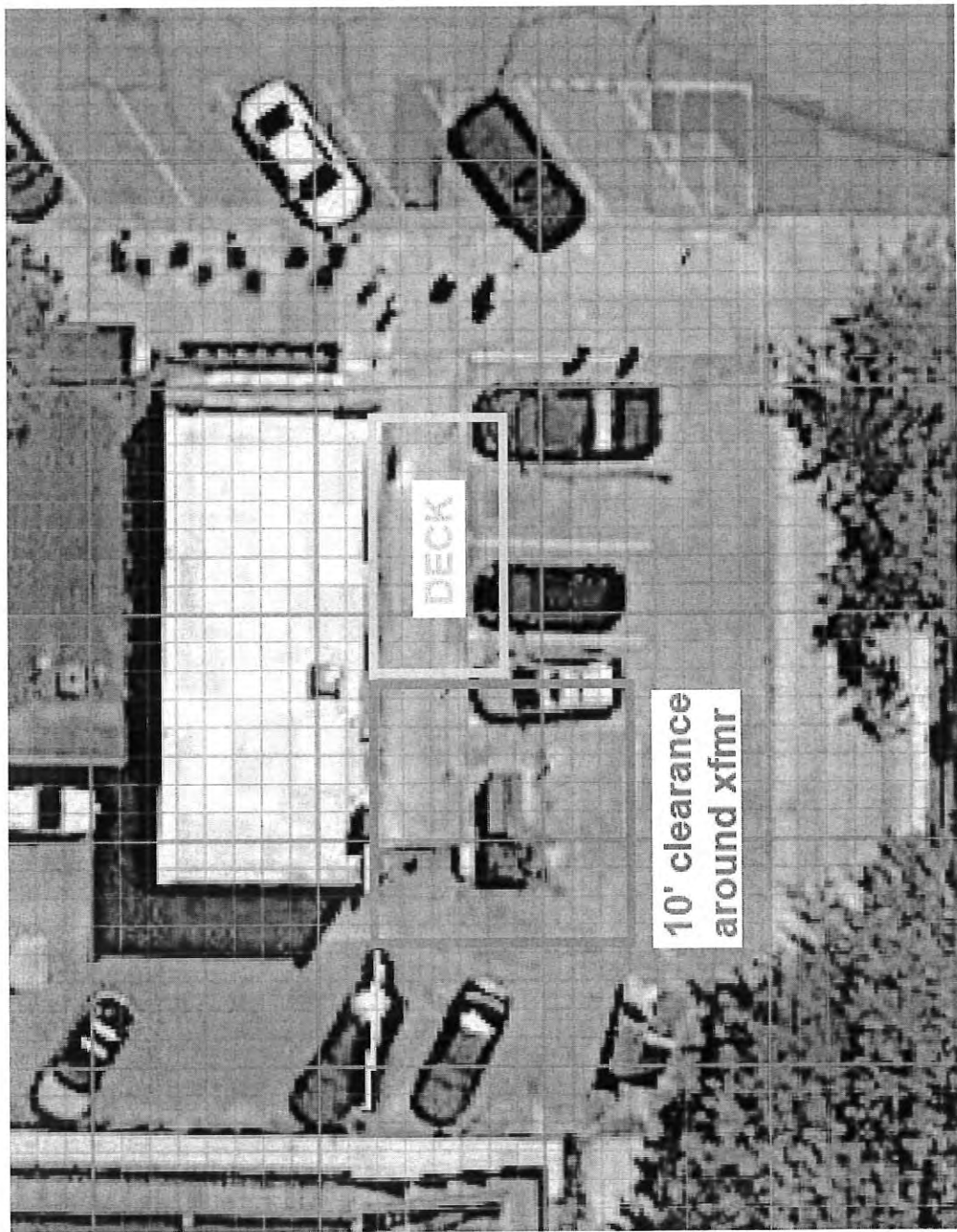


Google Maps

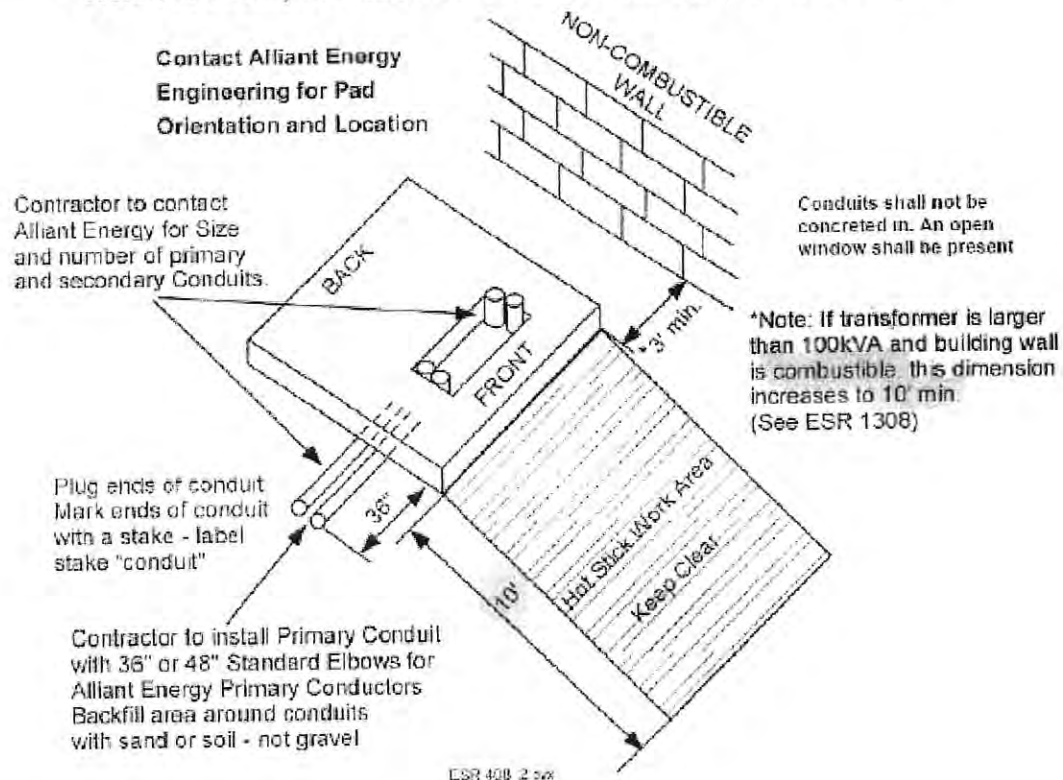
- EXISTING CONCRETE
- PROPOSED DECK
- PROPOSED NEW SEATING AREA 13' X 32'



Map data ©2021 , Map data ©2021 20 ft



408C. CONCRETE PAD SPECIFICATIONS AND LAYOUT FOR THREE-PHASE, PAD-MOUNT TRANSFORMERS (CONTINUED)



NOTES:

1. A clear space of 10 feet shall be maintained in front of the transformer to provide working space for hot-stick operation of the transformer and 3 feet on all other sides. Transformers or other pad-mounted equipment shall not be covered with decorative objects for the purpose of hiding the Alliant Energy equipment from public view.
2. Pad mounted metering transformer cabinets may be mounted on an isolated pad, adjacent to the transformer pad (ESR 408), or on a joint transformer and metering transformer cabinet pad



CITY OF LAKE GENEVA

ALCOHOL LICENSE PREMISES EXTENSION APPLICATION

PLEASE FILL IN ALL BLANKS COMPLETELY, AS INCOMPLETE APPLICATIONS WILL BE
REJECTED.

Please Check:

- | | |
|---|---|
| ☒ Request for premises extension to sidewalk café | ☐ Request for temporary (special event) premises extension |
| ☐ Request for premises extension to permanent outdoor area | ☐ Other request for premises extension |

Application Checklist:

- ☒ Applicant must currently hold a valid alcohol license

N/A

Applicant obtained a Temporary Use Permit or Conditional Use Permit from the Building and Zoning Department (for special events and permanent outdoor areas)

- ☐ **Scaled diagram** which accurately depicts the location of the premises extension. Such drawing shall include the access points, fencing (if applicable) and the location of where alcohol will be stored and/or served.
- ☐ **Application Fee** of \$25.00 to amend an already approved licensed premises. This fee is charged to defray the cost of review and re-issuance of the license. This fee does NOT apply to premises extensions requested at the time of annual renewal of the license.

APPLICANT INFORMATION

Applicant Name: DAVID Wingate

Establishment Name: FLATIRON TAP

Address: 150 Center St LAKE Geneva, WI 53147

Alcohol License No.: _____ Ph: [REDACTED]

Describe area of premises extension:

See Attached

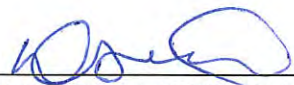
SPECIAL EVENT INFORMATION (For Temporary Premises Extension Only)

Event Title: N/A

Date and Time of Event: _____

Have you obtained a Temporary Use Permit (or Conditional Use Permit) from the Building and Zoning Department? Yes No

Event Description:

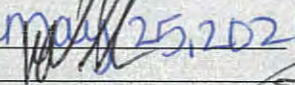
 5/25
SIGNATURE OF APPLICANT DATE

For Office Use Only

Date Filed with Clerk: May 25, 2021

Total Amount: \$ 25- Receipt No.: 15-001389

Date Forwarded to Police Chief: May 25, 2021

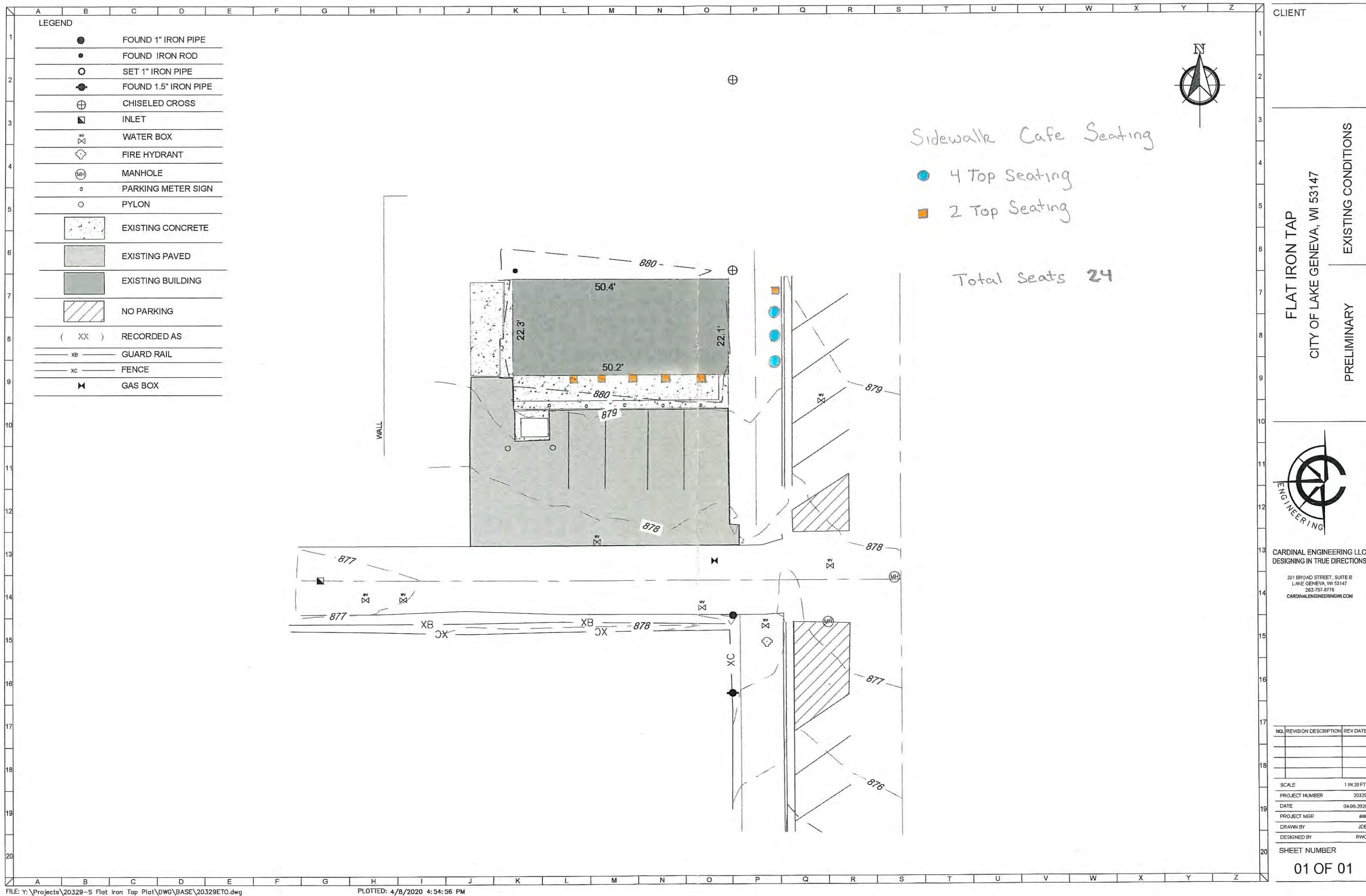
Police Chief Signature:  Approved Denied

Date Forwarded to Zoning Administrator: N/A (for non-sidewalk café applications)

Zoning Administrator Signature: N/A Approved Denied

Date of FLR/Council Approval: _____

Copies Provided to: Police Chief

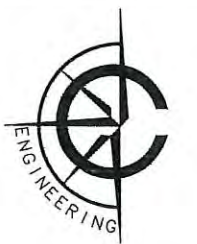


CLIENT

FLAT IRON TAP
CITY OF LAKE GENEVA, WI 53147

PRELIMINARY

EXISTING CONDITIONS



CARDINAL ENGINEERING LLC
DESIGNING IN TRUE DIRECTIONS

201 BROAD STREET, SUITE B
LAKE GENEVA, WI 53147
262.757.8776
CARDINALENGINEERINGWV.COM

NO.	REVISION DESCRIPTION	REV DATE

SCALE

1 IN 20 FT

PROJECT NUMBER

20329

DATE

04-06-2020

PROJECT MGR

###

DRAWN BY

JCB

DESIGNED BY

RWC

SHEET NUMBER

01 OF 01



CITY OF LAKE GENEVA

ALCOHOL LICENSE CHECKLIST

*Checklist must be submitted by each applicant seeking a **new** Alcohol License. Incomplete applications will be rejected.*

Applicant/Agent Name: Adeline Buffa

Business Name and Address: Lake Geneva Egg Harbor, LLC 827 Main Street, Lake Geneva WI 53147

☒	Discuss with City Clerk (or Assistant City Clerk) the desired alcohol license and proposed use
☒	Original Alcohol Beverage Retail License Application (AT-106)
☒	Auxiliary Questionnaire (AT-103) A copy must be submitted for each officer, director, member, manager and agent of the corporation, LLC, or non-profit organization.
☒	Agent Schedule (AT-104)
☒	\$25 publication fee payable to the City of Lake Geneva and due upon application
☒	Proof of Completing Responsible Beverage Server Training Course. Individuals, partners and agents of corporations and LLC's must have successfully completed an approved responsible beverage server training course within the past two years. <i>Does not apply to individuals who held, or were an agent of a corporation or LLC that held a liquor license within the past two years.</i>
☒	Proof of Residency. Applicants must have resided 90 days continuously in this state prior to the date of application. Proof of residency could include voter registration, motor vehicle registration, driver's license, residential lease or purchase agreement, or income tax records. <i>Officers, directors, members or managers of corporations or LLCs are not required to meet the State residency requirement.</i>
☒	Proof of Wisconsin Seller's Permit. Can be a copy of a letter, e-mail or website from the State of Wisconsin proving that the applicant is in good standing for sales tax purposes and holds a valid seller's permit.
☒	Map of premises. Applicant must submit a map of the premises, identifying the building(s), room(s), and/or land area under his/her control where alcohol beverages will be sold, served, consumed, or stored. Map does not need to be drawn to scale but should be clear and legible.

Applications (AT-106, AT-103, AT-104) may be obtained at City Hall or from the Wisconsin Department of Revenue website, <http://www.revenue.wi.gov/forms/alcohol>

For Office Use Only

Date Filed with Clerk: _____ Publication & License Fee Receipt: _____ [Receipt Code: 15:1501]
Amount Paid: _____ Date forwarded to Police Chief: _____

Original Alcohol Beverage Retail License Application

(Submit to municipal clerk.)

For the license period beginning: 07/01/2021 ending: 06/30/2022
(mm dd yyyy) (mm dd yyyy)

To the Governing Body of the: ☐ Town of ☐ Village of ☒ City of } LAKE GENEVA

County of WALWORTH Aldermanic Dist. No. 9
(if required by ordinance)

Check one: ☐ Individual ☒ Limited Liability Company
☐ Partnership ☐ Corporation/Nonprofit Organization

Applicant's Wisconsin Seller's Permit Number 456-1026548060	
FEIN Number 260559178	
TYPE OF LICENSE REQUESTED	FEE
☐ Class A beer	\$
☐ Class B beer	\$
☒ Class C wine	\$ \$100
☐ Class A liquor	\$
☐ Class A liquor (cider only)	\$
☐ Class B liquor	\$
☐ Reserve Class B liquor	\$
☐ Class B (wine only) winery	\$
Publication fee	\$ \$25
TOTAL FEE	\$ \$125

Name (individual / partners give last name, first, middle; corporations / limited liability companies give registered name)
LAKE GENEVA EGG HARBOR, LLC

An "Auxiliary Questionnaire," Form AT-103, must be completed and attached to this application by each individual applicant, by each member of a partnership, and by each officer, director and agent of a corporation or nonprofit organization, and by each member/manager and agent of a limited liability company. List the full name and place of residence of each person.

President / Member Last Name	(First)	(Middle Name)	
FARRELL	MICHAEL	J	
Vice President / Member Last Name	(First)	(Middle Name)	
FARRELL	AIMEE	W	
Secretary / Member Last Name	(First)	(Middle Name)	
WRIGHT	JOHN	E	
Treasurer / Member Last Name	(First)	(Middle Name)	
Agent Last Name	(First)	(Middle Name)	
BUFFA	ADELINE	R	
Directors / Managers Last Name	(First)	(Middle Name)	

- Trade Name EGG HARBOR CAFE Business Phone Number 262-248-1207
- Address of Premises 827 MAIN ST LAKE GENEVA 53147 Post Office & Zip Code LAKE GENEVA 53147
- Premises description: Describe building or buildings where alcohol beverages are to be sold and stored. The applicant must include all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. (Alcohol beverages may be sold and stored only on the premises described.)
ALCOHOL WILL BE SERVED IN DINING ROOM, FLOOR PLAN ATTACHED

- Legal description (omit if street address is given above): _____
- (a) Was this premises licensed for the sale of liquor or beer during the past license year? ☐ Yes ☒ No
(b) If yes, under what name was license issued? _____

6. Is individual, partners or agent of corporation/limited liability company subject to completion of the responsible beverage server training course for this license period? **If yes, explain** ☒ Yes ☐ No
ONSITE MANAGER AND AGENT WILL COMPLETE RESPONSIBLE SERVER BEVERAGE
TRAINING COURSE
7. Is the applicant an employee or agent of, or acting on behalf of anyone except the named applicant? ☐ Yes ☒ No
If yes, explain.
8. Does any other alcohol beverage retail licensee or wholesale permittee have any interest in or control of this business? **If yes, explain** ☐ Yes ☒ No
9. (a) **Corporate/limited liability company applicants only:** Insert state WISCONSIN and date 07/16/07 of registration.
- (b) Is applicant corporation/limited liability company a subsidiary of any other corporation or limited liability company? **If yes, explain** ☐ Yes ☒ No
- (c) Does the corporation, or any officer, director, stockholder or agent or limited liability company, or any member/manager or agent hold any interest in any other alcohol beverage license or permit in Wisconsin? **If yes, explain.** ☐ Yes ☒ No
10. Does the applicant understand they must register as a Retail Beverage Alcohol Dealer with the federal government, Alcohol and Tobacco Tax and Trade Bureau (TTB) by filing (TTB form 5630.5d) before beginning business? [phone 1-877-882-3277] ☒ Yes ☐ No
11. Does the applicant understand they must hold a Wisconsin Seller's Permit? [phone (608) 266-2776] ☒ Yes ☐ No
12. Does the applicant understand that they must purchase alcohol beverages only from Wisconsin wholesalers, breweries and brewpubs? ☒ Yes ☐ No

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the applicant states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000. Signer agrees to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another. (Individual applicants, or one member of a partnership applicant must sign; one corporate officer, one member/manager of Limited Liability Companies must sign.) Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license.

Contact Person's Name (Last, First, M.I.) FARRELL, AIMEE W	Title/Member OWNER	Date 04/27/21
Signature <i>Aimee Farrell</i>		

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk	Date reported to council / board	Date provisional license issued	Signature of Clerk / Deputy Clerk
Date license granted	Date license issued	License number issued	

Auxiliary Questionnaire Alcohol Beverage License Application

Submit to municipal clerk.

Individual's Full Name (please print) (last name)	(first name)	(middle name)
FARRELL	AIMEE	W

The above named individual provides the following information as a person who is (check one):

- ☐ Applying for an alcohol beverage license as an Individual.
- ☐ A member of a partnership which is making application for an alcohol beverage license.
- ☒ **MEMBER** of **LAKE GENEVA EGG HARBOR, LLC**
(Officer / Director / Member / Manager / Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization)

which is making application for an alcohol beverage license.

The above named individual provides the following information to the licensing authority:

1. How long have you continuously resided in Wisconsin prior to this date? **N/A- AGENT RESIDENT FOR 27.5 YRS**
2. Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? ☐ Yes ☒ No
If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)
3. Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? ☐ Yes ☒ No
If yes, describe status of charges pending.
4. Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? ☐ Yes ☒ No
If yes, identify.
5. Do you hold and/or are you an officer, director, stockholder, agent or employee of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? ☐ Yes ☒ No
If yes, identify.

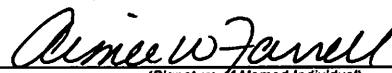
(Name of Wholesale Licensee or Permittee)

(Address By City and County)

6. Named individual must list in chronological order last two employers.

Employer's Name	Employer's Address	Employed From	To
EGG HARBOR CAFE	300 VILLAGE GREEN 60069	10/01/1985	05/04/2021
Employer's Name	Employer's Address	Employed From	To

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the undersigned states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. The signer agrees that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000.


(Signature of Named Individual)

Auxiliary Questionnaire Alcohol Beverage License Application

Submit to municipal clerk.

Individual's Full Name (please print) (last name)	(first name)	(middle name)
FARRELL	MICHAEL	J

The above named individual provides the following information as a person who is (check one):

☐ Applying for an alcohol beverage license as an **Individual**.

☐ A member of a **partnership** which is making application for an alcohol beverage license.

☒ **MEMBER** of **LAKE GENEVA EGG HARBOR, LLC**

(Officer / Director / Member / Manager / Agent)

(Name of Corporation, Limited Liability Company or Nonprofit Organization)

which is making application for an alcohol beverage license.

The above named individual provides the following information to the licensing authority:

1. How long have you continuously resided in Wisconsin prior to this date? **N/A- AGENT RESIDENT FOR 27.5 YRS**

2. Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? ☐ Yes ☒ No

If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)

3. Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? ☐ Yes ☒ No

If yes, describe status of charges pending.

4. Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? ☐ Yes ☒ No

If yes, identify.

(Name, Location and Type of License/Permit)

5. Do you hold and/or are you an officer, director, stockholder, agent or employee of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? ☐ Yes ☒ No

If yes, identify.

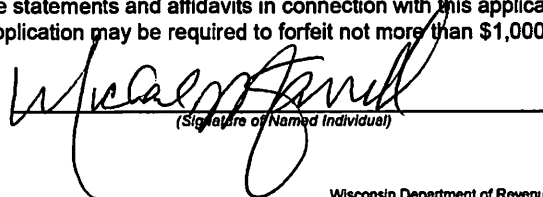
(Name of Wholesale Licensee or Permittee)

(Address By City and County)

6. Named individual must list in chronological order last two employers.

Employer's Name	Employer's Address	Employed From	To
EGG HARBOR CAFE	300 VILLAGE GREEN 60010	10/01/1985	05/04/2021
Employer's Name	Employer's Address	Employed From	To

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the undersigned states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. The signer agrees that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000.


(Signature of Named Individual)

Auxiliary Questionnaire Alcohol Beverage License Application

Submit to municipal clerk.

Individual's Full Name (please print)	(last name)	(first name)	(middle name)
Buffa	Adeline	R	

The above named individual provides the following information as a person who is (check one):

- ☐ Applying for an alcohol beverage license as an individual.
- ☐ A member of a partnership which is making application for an alcohol beverage license.
- ☒ Agent of Lake Geneva Egg Harbor LLC
- (Officer / Director / Member / Manager / Agent) (Name of Corporation, Limited Liability Company or Nonprofit Organization)

which is making application for an alcohol beverage license.

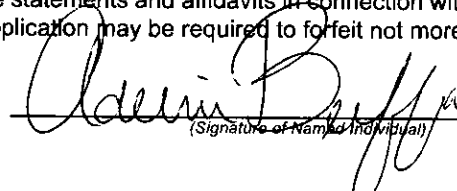
The above named individual provides the following information to the licensing authority:

1. How long have you continuously resided in Wisconsin prior to this date? 27.5 Years
2. Have you ever been convicted of any offenses (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of any other states or ordinances of any county or municipality? ☐ Yes ☒ No
- If yes, give law or ordinance violated, trial court, trial date and penalty imposed, and/or date, description and status of charges pending. (If more room is needed, continue on reverse side of this form.)
3. Are charges for any offenses presently pending against you (other than traffic unrelated to alcohol beverages) for violation of any federal laws, any Wisconsin laws, any laws of other states or ordinances of any county or municipality? ☐ Yes ☒ No
- If yes, describe status of charges pending.
4. Do you hold, are you making application for or are you an officer, director or agent of a corporation/nonprofit organization or member/manager/agent of a limited liability company holding or applying for any other alcohol beverage license or permit? ☐ Yes ☒ No
- If yes, identify. (Name, Location and Type of License/Permit)
5. Do you hold and/or are you an officer, director, stockholder, agent or employee of any person or corporation or member/manager/agent of a limited liability company holding or applying for a wholesale beer permit, brewery/winery permit or wholesale liquor, manufacturer or rectifier permit in the State of Wisconsin? ☐ Yes ☒ No
- If yes, identify. (Name of Wholesale Licensee or Permittee) (Address By City and County)

6. Named individual must list in chronological order last two employers.

Employer's Name	Employer's Address	Employed From	To
Egg Harbor Cafe	827 W Mani St. Lake Geneva	08/24/2018	04/27/2021
Employer's Name	Employer's Address	Employed From	To
Manny's Snack Shack	404 S Lake Ave. Twin Lakes	08/15/2012	06/10/2018

READ CAREFULLY BEFORE SIGNING: Under penalty provided by law, the undersigned states that each of the above questions has been truthfully answered to the best of the knowledge of the signer. The signer agrees that he/she is the person named in the foregoing application; that the applicant has read and made a complete answer to each question, and that the answers in each instance are true and correct. The undersigned further understands that any license issued contrary to Chapter 125 of the Wisconsin Statutes shall be void, and under penalty of state law, the applicant may be prosecuted for submitting false statements and affidavits in connection with this application. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000.


(Signature of Named Individual)



Dear Ms. Lana Kropf,

We are requesting a waiver for the Auxiliary form for one of the members of Lake Geneva Egg Harbor, LLC, Mr. John E Wright. Mr. Wright is 90 years old, homebound and is physically unable to sign the Auxiliary form. Thank you for your understanding.

Kelly Rooney

HAMCO, Inc.

300 Village Green, Suite #200

Lincolnshire, IL 60069

Kelly.Rooney@eggharborcafe.com

P: (847) 478-5100



Schedule for Appointment of Agent by Corporation / Nonprofit Organization or Limited Liability Company

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by an officer of the corporation/organization or one member/manager of a limited liability company and the recommendation made by the proper local official.

To the governing body of: ☐ Town
☐ Village of LAKE GENEVA County of WALWORTH
☒ City

The undersigned duly authorized officer/member/manager of: Lake Geneva Egg Harbor, LLC

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as Egg Harbor Cafe

(Trade Name)

located at 827 MAIN STREET LAKE GENEVA WI 53147

appoints ADELINE BUFFA

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

☐ Yes ☒ No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

Is applicant agent subject to completion of the responsible beverage server training course? ☒ Yes ☐ No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 27.5 YEARS

Place of residence last year

For: LAKE GENEVA EGG HARBOR, LLC

(Name of Corporation / Organization / Limited Liability Company)

By:

Adeline Buffa

(Signature of Officer / Member / Manager)

Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

ACCEPTANCE BY AGENT

I, ADELINE BUFFA, hereby accept this appointment as agent for the

(Print / Type Agent's Name)

corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

Adeline Buffa

5/4/21

(Date)

(Home Address of Agent)

APPROVAL OF AGENT BY MUNICIPAL AUTHORITY (Clerk cannot sign on behalf of Municipal Official)

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge with the available information the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on _____ by _____ Title _____
(Date) (Signature of Proper Local Official) (Town Chair, Village President, Police Chief)



WISCONSIN DEPARTMENT OF REVENUE
PO BOX 8902
MADISON, WI 53708-8902

Contact Information:

2135 RIMROCK RD PO BOX 8902
MADISON, WI 53708-8902
ph: 608-266-2776 fax: 608-264-6884
email: DORBusinessTax@wisconsin.gov
website: revenue.wi.gov

Letter ID

L2059199376



LAKE GENEVA EGG HARBOR LLC
300 VILLAGE GREEN DRIVE SUITE 200
LINCOLNSHIRE IL 60069

Wisconsin Business Tax Registration Certificate

Expiration date: January 31, 2022

Legal/real name: LAKE GENEVA EGG HARBOR LLC

- This certificate confirms that you are registered with the Wisconsin Department of Revenue for the tax types shown below.
- This registration certificate is not a seller's permit, and should not be used as proof that you hold a seller's permit.
- You may not transfer this certificate to any other individual or business.

Tax Type	Account Type	Number
Sales & Use Tax	Sales & Use Tax	456-1026548060-04
Withholding Tax	Withholding Tax	036-1026548060-03

The following is a list of the business locations that you have
registered with the Department of Revenue.

456-1026548060-04
LAKE GENEVA EGG HARBOR LLC
827 W MAIN ST
LAKE GENEVA WI 53147-1804

EXHIBIT B

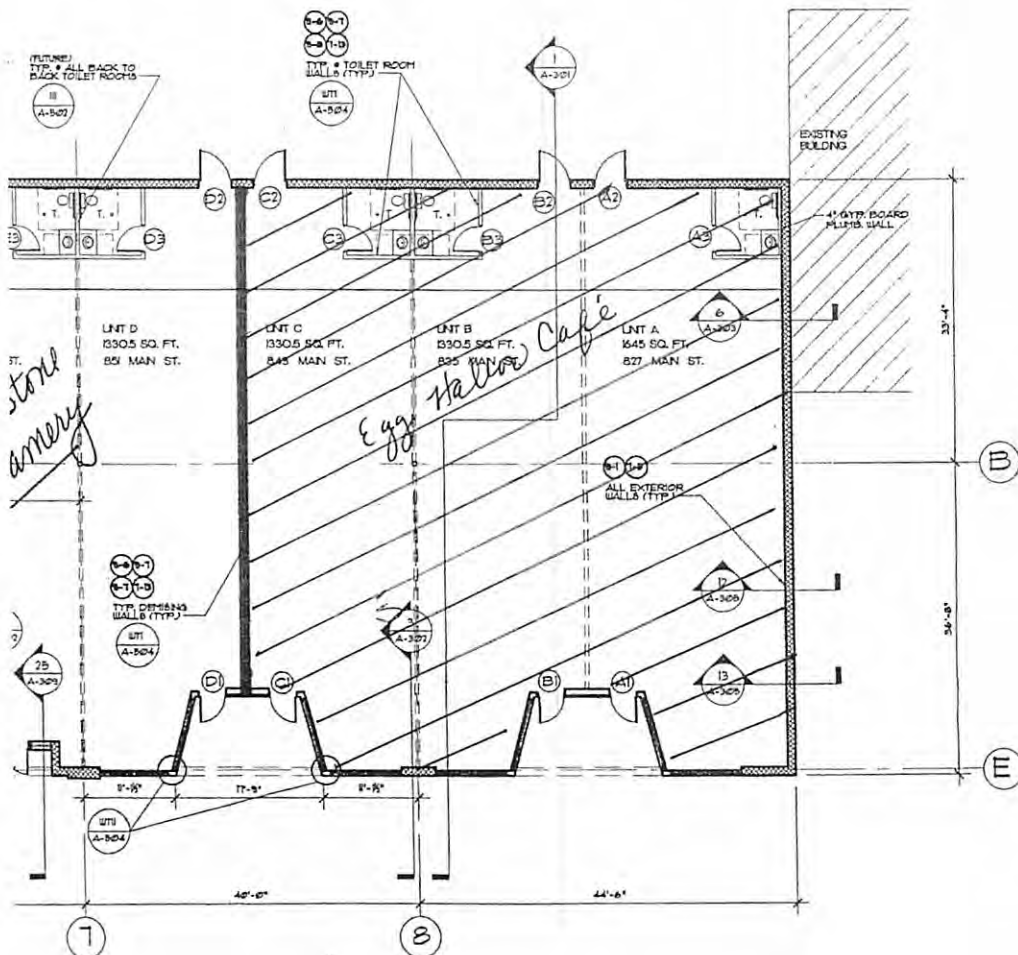


ARCHITECTS
ENGINEERS
CONTRACTORS
DEVELOPERS
MANAGERS

Revisions:

REV. 1

BLDG. FOOTPRINT
17,995 S.F.



All work to be completed as shown, and in accordance with the latest edition of the MSI General Master Specification

MSI General Corporation
P.O. Box 7
Oconomowoc Wisconsin 53066
262.367.3661
Fax 262.367.2764
Estimating 262.367.3662
www.msigeneral.com

Single Source Responsibility™

Project Address:

KEEFE ASSOCIATES
NEWPORT WEST RETAIL
Main & Cook Streets
Lake Geneva, WI. 53147

Date: 5-2004

Drawn By: B. Zerk

Sheet Title:

FLOOR PLAN

Sheet Number:

A-101

Project Number:

P8143

4088

NORTH



1/8" = 1'-0"

#2500 #3000 P.S.F.

Schedule for Appointment of Agent by Corporation / Nonprofit Organization or Limited Liability Company

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by an officer of the corporation/organization or one member/manager of a limited liability company and the recommendation made by the proper local official.

To the governing body of: ☐ Town ☐ Village ☒ City of Lake Geneva County of Walworth

The undersigned duly authorized officer/member/manager of Maxwell Pub LLC
(Registered Name of Corporation / Organization or Limited Liability Company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as Maxwell Mansion
(Trade Name)

located at 304 S. Wells St. Lake Geneva, WI 53147

appoints Monica Pfeifer
(Name of Appointed Agent)
304 S. Wells St Lake Geneva, WI 53147
(Home Address of Appointed Agent)

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

☒ Yes ☐ No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

Maxwell Pub LLC

Is applicant agent subject to completion of the responsible beverage server training course? ☐ Yes ☒ No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 7 months

Place of residence last year [REDACTED]

For: Maxwell Pub LLC
(Name of Corporation / Organization / Limited Liability Company)

By: [Signature]
(Signature of Officer / Member / Manager)

Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

ACCEPTANCE BY AGENT

I, Monica Pfeifer, hereby accept this appointment as agent for the
(Print / Type Agent's Name)

corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

[Signature] 6/21/2021
(Signature of Agent) (Date)
304 S. Wells St Lake Geneva, WI 53147
(Home Address of Agent)

APPROVAL OF AGENT BY MUNICIPAL AUTHORITY (Clerk cannot sign on behalf of Municipal Official)

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on 6-30-2021 by [Signature] Title Police Chief
(Date) (Signature of Proper Local Official) (Town Chair, Village President, Police Chief)

Appointment of Successor Agent – Retail Licenses

Submit this form to your licensing authority with a \$10 processing fee.

- pd \$10 6/21/21
rock

If there is a change in agent, each club, corporation, or limited liability company that holds a retail license to sell fermented malt beverages and/or intoxicating liquor must appoint a successor agent and have the appointment approved by the licensing authority pursuant to sec. 125.04(6), Wis. Stats. The following questions must be answered by the agent, and the appointment must be signed by an officer of the corporation/organization or one member of the limited liability company (only one signature is required).

Section 1: Licensee Information and Acknowledgement

Licensee Name

Maxwell Pub, LLC

Reason for Cancellation of Appointed Agent

Moving Agent to an Owner of the Licensee

The undersigned appoints Monica Pfeifer

agent in accordance with sec. 125.04(6), Wis. Stats.

as

Signature of President / Member

Date

6/19/2021

Section 2: Agent Information and Acknowledgement

Agent Name

Monica Pfeifer

Mailing Address

304 S Wells st

City or Post Office

Lake Geneva

State

WI

Zip Code

53147

Agent Questions

Yes

No

1. Are you of legal drinking age? ☒ Yes ☐ No
2. Have you been a resident of Wisconsin for at least 90 continuous days prior to the date of appointment as agent? ☒ Yes ☐ No
3. Have you ever been convicted of a federal law violation? ☐ Yes ☒ No
4. Have you ever been convicted of a state law violation? ☐ Yes ☒ No
5. Have you ever been convicted of a local ordinance violation? ☐ Yes ☒ No
6. Have you completed the required responsible beverage server training course per sec. 125.04(5)(a)5, Wis. Stats.? ☒ Yes ☐ No

UNDER PENALTY OF LAW, I declare that my answers above are true and correct to the best of my knowledge and belief.

I hereby accept appointment as agent for Maxwell Pub, LLC

and assume full responsibility of the conduct of the business relative to fermented malt beverages and intoxicating liquors.

Signature of Agent

Date

6/19/2021

Section 3: Licensing Authority Approval

Municipality Name

City of Lake Geneva

Signature of Official

Date

June 21, 2021

Title of Official



CITY OF LAKE GENEVA TEMPORARY OPERATOR LICENSE



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

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

APPLICANT INFORMATION

Name: Akuetteh Eric K
Last First Middle

Maiden Name: _____ Date of Birth: _____

Is your Certificate of Completion of a Beverage Server Training Course Attached? ☒ YES ☐ NO
If No, will a Licensed Operator be serving or supervising the service of alcohol? ☒ YES ☐ NO

ORGANIZATION WHERE SERVICES OF LICENSEE WILL BE EMPLOYED

Organization Name: Lake Geneva Jaycee's
Address: P.O. Box 411 Lake Geneva WI, 53147
Name of Event where licensee will work: Venetian Festival
Date of Event: Aug 18-22 2021

APPLICANT SIGNATURE

Eric Akunt DATE: June 9/2021



CITY OF LAKE GENEVA TEMPORARY OPERATOR LICENSE



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APPLICANT INFORMATION

Name: AUGUST TYLER CHARLES
Last First Middle

Maiden Name: _____ Date of Birth: _____

Is your Certificate of Completion of a Beverage Server Training Course Attached? YES ☒ NO ☐
If No, will a Licensed Operator be serving or supervising the service of alcohol? ☒ YES ☐ NO

ORGANIZATION WHERE SERVICES OF LICENSEE WILL BE EMPLOYED

Organization Name: LG Jaycees
Address: PO Box 411 Lake Geneva
Name of Event where licensee will work: Venuefest
Date of Event: August 18-22nd

APPLICANT SIGNATURE

[Signature] DATE: 6/9/21



CITY OF LAKE GENEVA

TEMPORARY OPERATOR LICENSE



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APPLICANT INFORMATION

Name: Bartz Douglas Michael
Last First Middle

Maiden Name: N/A Date of Birth: [REDACTED]

Is your Certificate of Completion of a Beverage Server Training Course Attached? YES ☒ NO
If No, will a Licensed Operator be serving or supervising the service of alcohol? ☒ YES NO

ORGANIZATION WHERE SERVICES OF LICENSEE WILL BE EMPLOYED

Organization Name: Lake Geneva Jaycees
Address: P.O. Box 411, Lake Geneva, WI 53147
Name of Event where licensee will work: Venetian Festival
Date of Event: August 18-22 2021

APPLICANT SIGNATURE

[Signature] DATE: 6-9-2021



CITY OF LAKE GENEVA

TEMPORARY OPERATOR LICENSE



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APPLICANT INFORMATION

Name: Chambers III Joe W
Last First Middle

Maiden Name: Joe W Chambers III Date of Birth: [REDACTED]

Is your Certificate of Completion of a Beverage Server Training Course Attached? YES ☒ NO
If No, will a Licensed Operator be serving or supervising the service of alcohol? ☒ YES NO

ORGANIZATION WHERE SERVICES OF LICENSEE WILL BE EMPLOYED

Organization Name: Lake Geneva Jaycees

Address: _____

Name of Event where licensee will work: Venetian Festival

Date of Event: 9/18/21 - 9/22/21

APPLICANT SIGNATURE

Joe W Chambers III DATE: 6/9/21



CITY OF LAKE GENEVA

TEMPORARY OPERATOR LICENSE



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APPLICANT INFORMATION

Name: Holt Brian Elliott
Last First Middle

Maiden Name: _____ Date of Birth: _____

Is your Certificate of Completion of a Beverage Server Training Course Attached? YES ☒ NO
If No, will a Licensed Operator be serving or supervising the service of alcohol? ☒ YES NO

ORGANIZATION WHERE SERVICES OF LICENSEE WILL BE EMPLOYED

Organization Name: Lake Geneva Jaycees
Address: _____
Name of Event where licensee will work: Venetian Fest
Date of Event: 9-18-21 - 9-22-21

APPLICANT SIGNATURE

[Signature]

DATE: 6/9/21



CITY OF LAKE GENEVA

TEMPORARY OPERATOR LICENSE



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APPLICANT INFORMATION

Name: Twicki Bryan G
Last First Middle

Maiden Name: _____ Date of Birth: _____

Is your Certificate of Completion of a Beverage Server Training Course Attached? YES ☒ NO
If No, will a Licensed Operator be serving or supervising the service of alcohol? ☒ YES NO

ORGANIZATION WHERE SERVICES OF LICENSEE WILL BE EMPLOYED

Organization Name: Lake Geneva Jaycees
Address: PO Box 411, Lake Geneva
Name of Event where licensee will work: Venetian Fest
Date of Event: Aug 18th - 22nd, 2021

APPLICANT SIGNATURE

Bryan Twicki DATE: 6-9-2021



CITY OF LAKE GENEVA

TEMPORARY OPERATOR LICENSE



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APPLICANT INFORMATION

Name: Lasch Franklyn Jake
Last First Middle

Maiden Name: _____ Date of Birth: _____

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

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

ORGANIZATION WHERE SERVICES OF LICENSEE WILL BE EMPLOYED

Organization Name: Lake Geneva Jaycees

Address: PO Box 411 Lake Geneva WI 53147

Name of Event where licensee will work: Venetian Fest

Date of Event: 8-18-21 thru 8-22-21

APPLICANT SIGNATURE

F. Lasch DATE: 06-09-21



CITY OF LAKE GENEVA TEMPORARY OPERATOR LICENSE



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APPLICANT INFORMATION

Name: Lasch Ryan Christopher
Last First Middle

Maiden Name: Ryan Lasch Date of Birth: 

Is your Certificate of Completion of a Beverage Server Training Course Attached? YES ☒ NO
If No, will a Licensed Operator be serving or supervising the service of alcohol? ☒ YES NO

ORGANIZATION WHERE SERVICES OF LICENSEE WILL BE EMPLOYED

Organization Name: Lake Geneva Jaycees
Address: PO Box 411
Name of Event where licensee will work: Venetian Fest
Date of Event: August 16, 2021 thru August 22, 2021

APPLICANT SIGNATURE

Ryan Lasch DATE: 6-9-2021



CITY OF LAKE GENEVA

TEMPORARY OPERATOR LICENSE



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APPLICANT INFORMATION

Name: Love Nathan W
Last First Middle

Maiden Name: _____ Date of Birth: _____

Is your Certificate of Completion of a Beverage Server Training Course Attached? YES ☒ NO
If No, will a Licensed Operator be serving or supervising the service of alcohol? ☒ YES NO

ORGANIZATION WHERE SERVICES OF LICENSEE WILL BE EMPLOYED

Organization Name: Lake Geneva Jaycees Venetian Festival
Address: Flat Iron Park PO Box 411 Lake Geneva
Name of Event where licensee will work: Venetian Festival
Date of Event: August 19th - 22nd

APPLICANT SIGNATURE

[Signature] DATE: 6-9-2021



CITY OF LAKE GENEVA TEMPORARY OPERATOR LICENSE

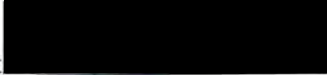


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APPLICANT INFORMATION

Name: Monahan Brian Michael
Last First Middle

Maiden Name: _____ Date of Birth: 

Is your Certificate of Completion of a Beverage Server Training Course Attached? YES ☐ NO ☒
If No, will a Licensed Operator be serving or supervising the service of alcohol? YES ☒ NO ☐

ORGANIZATION WHERE SERVICES OF LICENSEE WILL BE EMPLOYED

Organization Name: Lake Geneva Jaycees
Address: Po Box 411 Lake Geneva, WI
Name of Event where licensee will work: Venation Fest
Date of Event: 08/18- 08/22 /21

APPLICANT SIGNATURE

Brian Monahan DATE: 06/09/21



CITY OF LAKE GENEVA TEMPORARY OPERATOR LICENSE



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APPLICANT INFORMATION

Name: Ponsonby Nicholas Michael
Last First Middle

Maiden Name: _____ Date of Birth: _____

Is your Certificate of Completion of a Beverage Server Training Course Attached? YES ☐ NO ☒
If No, will a Licensed Operator be serving or supervising the service of alcohol? ☒ YES ☐ NO

ORGANIZATION WHERE SERVICES OF LICENSEE WILL BE EMPLOYED

Organization Name: Lake Geneva Jaycess
Address: PO Box 411 Lake Geneva, WI 53147
Name of Event where licensee will work: Venetian Fest
Date of Event: 8/18 - 8/22

APPLICANT SIGNATURE

[Signature] DATE: 6/9/21



CITY OF LAKE GENEVA

TEMPORARY OPERATOR LICENSE



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APPLICANT INFORMATION

Name: ROSS Travis John
Last First Middle

Maiden Name: _____ Date of Birth: _____

Is your Certificate of Completion of a Beverage Server Training Course Attached? ☒ YES NO
If No, will a Licensed Operator be serving or supervising the service of alcohol? YES NO

ORGANIZATION WHERE SERVICES OF LICENSEE WILL BE EMPLOYED

Organization Name: Lake Geneva Express
Address: PO Box 411 Lake Geneva, WI 53147
Name of Event where licensee will work: Venetian Fest
Date of Event: Aug 18th - 22nd 2021

APPLICANT SIGNATURE

[Signature] DATE: 6-8-2021



CITY OF LAKE GENEVA

TEMPORARY OPERATOR LICENSE



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APPLICANT INFORMATION

Name: Spiegelhoff Joshua J
Last First Middle

Maiden Name: _____ Date of Birth: _____

Is your Certificate of Completion of a Beverage Server Training Course Attached? YES ☒ NO ☐
If No, will a Licensed Operator be serving or supervising the service of alcohol? YES ☐ NO ☒

ORGANIZATION WHERE SERVICES OF LICENSEE WILL BE EMPLOYED

Organization Name: Lake Geneva Jaycees
Address: PO Box 411 Lake Geneva WI 53147
Name of Event where licensee will work: Venetian Fest
Date of Event: 8/18 - 8/22

APPLICANT SIGNATURE

[Signature] DATE: 06-09-2021



CITY OF LAKE GENEVA

TEMPORARY OPERATOR LICENSE



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APPLICANT INFORMATION

Name: Springer Jr. Michael Edward
Last First Middle

Maiden Name: Michael E Springer Jr Date of Birth: [REDACTED]

Is your Certificate of Completion of a Beverage Server Training Course Attached? YES ☐ NO ☒
If No, will a Licensed Operator be serving or supervising the service of alcohol? ☒ YES ☐ NO

ORGANIZATION WHERE SERVICES OF LICENSEE WILL BE EMPLOYED

Organization Name: Lake Geneva Jaycees

Address: _____

Name of Event where licensee will work: Venetian

Date of Event: 8/18 - 8/22

APPLICANT SIGNATURE

[Signature] DATE: 06/09/21



CITY OF LAKE GENEVA TEMPORARY OPERATOR LICENSE

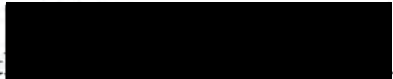


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APPLICANT INFORMATION

Name: Stelzer Ryan M
Last First Middle

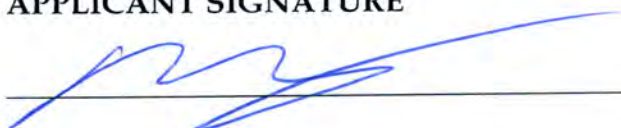
Maiden Name: _____ Date of Birth: 

Is your Certificate of Completion of a Beverage Server Training Course Attached? YES ☒ NO
If No, will a Licensed Operator be serving or supervising the service of alcohol? ☒ YES NO

ORGANIZATION WHERE SERVICES OF LICENSEE WILL BE EMPLOYED

Organization Name: Lake Geneva Jayces
Address: Po Box 411 Lake Geneva, WI 53147
Name of Event where licensee will work: Venetian Festival
Date of Event: August 18-22, 2021

APPLICANT SIGNATURE

 DATE: 6-9-21



CITY OF LAKE GENEVA

TEMPORARY OPERATOR LICENSE



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APPLICANT INFORMATION

Name: ZEGARRA CHRISTOPHER _____
Last First Middle

Maiden Name: NAVARRETE Date of Birth: _____

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

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

ORGANIZATION WHERE SERVICES OF LICENSEE WILL BE EMPLOYED

Organization Name: LAKE GENEVA JAYCEES

Address: P.O. BOX 411 LAKE GENEVA WI 53147

Name of Event where licensee will work: VENETIAN FEST

Date of Event: AUGUST 18TH - AUGUST 22ND

APPLICANT SIGNATURE

[Signature] DATE: 6-9-2021

RESOLUTION OF THE COMMON COUNCIL			
Resolution authorizing the write off of 2019 delinquent personal property taxes in the amount of \$718.93 deemed uncollectible			
Committee:	Finance considered on July 6, 2021		
Fiscal Impact:	N/A		
File Number:	21-R51	Date:	July 12, 2021

Whereas, the Lake Geneva Common Council approved the 2021 operating budget for the General fund, and

Whereas, it has been determined that certain delinquent personal property tax accounts from 2019 have balances that should be written off with the agreement of the City Administrator,

Whereas, it is the desire to have the City's accounts be current to properly reflect the financial status of the city in accordance with Generally Accepted Accounting Principles,

Now Therefore be it Resolved that the Lake Geneva Common Council approve this resolution to write off \$718.93 in the fiscal year 2021 for the delinquent personal property taxes as included in the attached schedule.

Granted by action of the Common Council of the City of Lake Geneva this 12^h day of July, 2021.

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

Mayoral Action: ☐ Accept ☐ Veto

Charlene Klein, Mayor

Date

Attest:

Lana Kropf, City Clerk

DELINQUENT PERSONAL PROPERTY TAXES**11-00-00-12320****6/6/2021****YEAR**

2019

Total

Write-offsComments

Antares Research & Development Inc.	2019	24.45	Inactive since 2019
Certified Auto Body	2019	9.29	Inactive since 2019
Cora Beauty & Lash Lounge	2019	24.45	Ceased Operations 1/2020
Dog Spot	2019	8.80	Ceased Operations 6/2019
Geneva Lake Brewing Co.	2019	214.71	Ceased Operations 1/2019
Hippie Sisters	2019	48.92	Ceased operations 9/2020
Inmortgage Co.	2019	24.45	Inactive since 2019
Line Honors	2019	19.56	Inactive since 2019
Magic Hands	2019	34.23	Ceased operations 6/2019
Management Recruiters of Lake Geneva	2019	59.68	Inactive since 2019
Martin Stern	2019	24.45	Ceased operations 6/2019
Midwest Action Cycle Inc.	2019	53.31	Ceased operations 11/2019
Sailors Wife	2019	7.82	Inactive since 2019
Sophie Fong-Long Nails	2019	107.60	Ceased Operations 6/2019
Stephen Electric	2019	10.27	Ceased Operations 6/2019
Supply Corporation	2019	17.12	Inactive since 2019
Thrivent Financial	2019	24.45	Inactive since 2019
Verve Art Gallery	2019	2.93	Inactive since 2019
Wishing Well Bookstore LLC	2019	2.44	Inactive since 2019

718.93

AN ORDINANCE CREATING SECTION X-XX,
LAKE GENEVA MUNICIPAL CODE,
RELATING TO REMOTE ATTENDANCE AT MEETINGS AND POLICY FOR RECORDING OF MEETINGS

THE COMMON COUNCIL OF THE CITY OF LAKE GENEVA DOES ORDAIN AS FOLLOWS:

SECTION X. Section X-XX, LAKE GENEVA Municipal Code, is hereby created to read:

Sec. X-XX. Remote attendance at meetings.

(a) Remote attendance permitted. Any City employee, member of a governmental body, or any other person may appear at any meeting, as defined in Wis. Stats. § 19.82, by telephone, video conference, or other remote method of participation.

(b) Remote attendance by members. Any member of a City governmental body desiring to attend a meeting remotely shall be entitled to participate and vote to the fullest extent possible.

(1) Exception. No member shall participate or vote on any matter that requires the visual assessment of physical evidence or exhibits that have not been previously reviewed by the member.

(2) Quorum. A member who appears remotely under this section shall count toward a quorum during said appearance.

(3) Proper equipment. Appropriate equipment shall be used so that the attending public can readily observe or hear such person's participation in the meeting.

(c) Notice. The agenda for any meeting of a governmental body shall specifically and conspicuously provide information concerning all available methods of attendance.

SECTION 2. All ordinances, or parts of ordinances, in conflict herewith are hereby repealed.

SECTION 3. Effective date. This ordinance shall take effect on and after its passage and publication. Dated at LAKE GENEVA, Wisconsin, this _____ day of _____, 2021.

In attempt to facilitate attendance by members who may not otherwise be able to attend a specific meeting and to reduce the demands currently being placed on the city's limited IT consulting staff, the City is providing the following options for hosting and recording of official meetings: While highly recommended as outlined below; adjustments may be made if circumstances absolutely require it.

Remote attendance via zoom, audio recording and television broadcasting:

- ☐ Common Council
- ☐ Committee of the Whole
- ☐ Planning Commission

Remote attendance via "go to meeting" and audio recording:

- ☐ Personnel Committee
- ☐ Finance, License and Regulation Committee
- ☐ Public Works Committee
- ☐ Piers, Harbors and Lakefront Committee
- ☐ Tourism Commission

Optional use of "go to meeting" and required audio recording:

- ☐ Avian Committee
- ☐ Board of Park Commissioners
- ☐ Geneva Lake Environmental Agency
- ☐ Tree Board
- ☐ Historic Preservation Committee

Method / Policy for Remote Attendance and Recording of Meetings to be determined by specific commissions and boards:

- ☐ Police & Fire Commission
- ☐ Utility Commission
- ☐ Library Board
- ☐ Business Improvement District
- ☐ Board of Review

APPROVED:

Mayor

ATTEST:

Clerk

Sec. 6.

2021-04 Pg 3/4

Agreement

1. The proposer shall hereby agree to provide to the City all of the items in the request for proposals including the advertisement for same and required Insurance packet.

2. Bid bond included. 5% \$ 4,125.00

3. Total contract price in numbers \$ 82,500.00

4. Total contract price in words Eighty-thousand and five hundred dollars

5. Submitted by, Company, Premier Roofing Design dba Top Roofing

6. Representative (print name) Abner Catugy

a. Position in company CEO

b. Signature  Date 06 / 14 / 2021

c. Representatives email toproofinc@gmail.com

Sec. 7.

Acceptance by the City of Lake Geneva.

a. City Clerk Ms. Lana Kropf.

Signature: _____ Date ____/____/2021

b. Mayor.

Signature: _____ Date ____/____/2021

Sec. 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.

1. City of Lake Geneva Comptroller Ms. Karen Hall.

Signature: _____ Date ____/____/2021

Sec 10.

Decking

1. Cost of R&R additional 4x8 sheets of $\frac{3}{4}$ " OSB per sheet \$ 145.00
2. Cost of R&R additional 4x8 sheets of $\frac{7}{16}$ " OSB per sheet \$ 120.00
3. Cost of R&R per lineal foot of additional 1x boards \$ 4.00

Sec. 11.

Project time table

1. Project must be substantially complete by 01 Nov., 2021
2. Project must be fully complete by 30 Nov., 2021.



DATE AND ATTACH TO ORIGINAL BOND
AUTO-OWNERS INSURANCE COMPANY
LANSING, MICHIGAN
POWER OF ATTORNEY

NO. BD155334

KNOW ALL MEN BY THESE PRESENTS: That the AUTO-OWNERS INSURANCE COMPANY AT LANSING, MICHIGAN, a Michigan Corporation, having its principal office at Lansing, County of Eaton, State of Michigan, adopted the following Resolution by the directors of the Company on January 27, 1971, to wit:

"RESOLVED, That the President or any Vice President or Secretary or Assistant Secretary of the Company shall have the power and authority to appoint Attorneys-in-fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity, and other writings obligatory in the nature thereof. Signatures of officers and seal of Company imprinted on such powers of attorney by facsimile shall have same force and effect as if manually affixed. Said officers may at any time remove and revoke the authority of any such appointee."

Does hereby constitute and appoint Paul D. Oppenlander

its true and lawful attorney(s)-in-fact, to execute, seal and deliver for and on its behalf as surety, any and all bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof, and the execution of such instrument(s) shall be as binding upon the AUTO-OWNERS INSURANCE COMPANY AT LANSING, MICHIGAN as fully and amply, to all intents and purposes, as if the same had been duly executed and acknowledged by its regularly elected officers at its principal office.

IN WITNESS WHEREOF, the AUTO-OWNERS INSURANCE COMPANY AT LANSING, MICHIGAN, has caused this to be signed by its authorized officer this 1st day of August, 2016.

Denise Williams

Denise Williams

Senior Vice President

STATE OF MICHIGAN } ss.
COUNTY OF EATON }

On this 1st day of August, 2016, before me personally came Denise Williams, to me known, who being duly sworn, did depose and say that they are Denise Williams, Senior Vice President of AUTO-OWNERS INSURANCE COMPANY, the corporation described in and which executed the above instrument, that they know the seal of said corporation, that the seal affixed to said instrument is such Corporate Seal, and that they received said instrument on behalf of the corporation by authority of their office pursuant to a Resolution of the Board of Directors of said corporation.



My commission expires March 10, 2022.

Susan E. Theisen

Susan E. Theisen

Notary Public

STATE OF MICHIGAN } ss.
COUNTY OF EATON }

I, the undersigned First Vice President, Secretary and General Counsel of AUTO-OWNERS INSURANCE COMPANY, do hereby certify that the authority to issue a power of attorney as outlined in the above board of directors resolution remains in full force and effect as written and has not been revoked and the resolution as set forth is now in force.

Signed and sealed at Lansing, Michigan. Dated this 15th day of June, 2021.



William F. Woodbury

William F. Woodbury, First Vice President, Secretary and General Counsel

BID BOND

KNOW ALL MEN BY THESE PRESENTS:

That we, PREMIER ROOFING DESIGN, INC. DBA TOP ROOFING 2206 N MAIN ST STE 204 WHEATON, IL 60187-9140 as Principal, hereinafter called the Principal, and Auto-Owners Insurance Company as Surety, hereinafter called the Surety, are held and firmly bound unto CITY OF LAKE GENEVA 626 GENEVA ST, LAKE GENEVA WI 53147-1914 as Oblige, hereinafter called the Oblige, in the penal sum of Five percent of bid dollars (5% of attached bid) for the payment of which the Principal and the Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, that WHEREAS, the Principal has submitted or is about to submit a proposal to the Oblige on a contract for REPLACEMENT OF THE ROOFING SYSTEM ON CITY HALL

NOW, THEREFORE, if the said contract be timely awarded to the Principal and the Principal shall, within such time as may be specified, enter into the contract in writing, and give bond, if bond is required, with surety acceptable to the Oblige for the faithful performance of the said contract, then this obligation shall be void; otherwise to remain in full force and effect.

SIGNED AND SEALED this 15TH day of JUNE, 2021.

[Signature]
Witness

Susan E. Theisen
Susan E. Theisen
Witness



PREMIER ROOFING DESIGN, INC.
Principal

By [Signature]

Auto-Owners Insurance Company
Surety

By Paul D. Oppenlander
Paul D. Oppenlander
Attorney-in-Fact



Bond Number BD155334

ACKNOWLEDGEMENT BY SURETY

STATE OF MICHIGAN

County of Eaton

On this 15TH day of JUNE, 2021, before me personally appeared Paul D. Oppenlander, known to me to be the Attorney-in-Fact of Auto-Owners Insurance Company, the corporation that executed the within instrument, and acknowledged to me that such corporation executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal, at my office in the aforesaid County, the day and year in this certificate first above written.



Susan E. Theisen

Notary Public in the State of Michigan
County of Kent

SUSAN E. THEISEN
NOTARY PUBLIC-STATE OF MICHIGAN
COUNTY OF KENT
My Commission Expires March 10, 2022
Acting in the County of Eaton

REFERENCES

1	Project Name & Address:	Urbana & Champaign Sanitary District - 1100 E University Ave, Urbana		
	Contact:	Rupa Ganguly	Phone:	217.367.3409
	Value	\$ 252,000.00	Size:	11,200 SF
	Description of Project:	060 EPDM fully adhered Versico, gypsum coverboard & vapor barrier on concrete deck. 2 buildings		
2	Project Name & Address:	Medinah Park District REC Center - 22W130 Thorndale Ave, Medinah		
	Contact:	Andreas Symeonides	Phone:	630.344.1012
	Value:	\$ 49,000.00	Size:	6,800 SF
	Description of Project:	Fully adhered TPO, replace copings, install commercial gutters and downspouts.		
3	Project Name & Address:	Historic House Re-roof - 311 Windy Point Dr, Glendale Heights		
	Date:	Phillip Mahan	Phone:	630.351.8200
	Value:	\$ 50,000.00	Size:	
	Description of Project:	Certainteed certified shingle install and fascia		
4	Project Name & Address:	Stonegate Condominiums - 197 W Armitage Ave, Elmhurst		
	Contact:	Dave Bartlett	Phone:	630.439.4152
	Value:	\$ 210,000.00	Size:	14,000 SF
	Description of Project:	5-story condo tear-off, tuck pointing, sheetmetal, full drain replacement, tapered insulation & Fully adhered TPO.		
5	Project Name & Address:	Hermon Center Zion Park District - 2400 Dowie Memoria Dr, Zion		
	Contact:	Todd Peck	Phone:	847.746.5500 ext 1421
	Value:	\$ 72,000.00	Size:	8,400 SF
	Description of Project:	Fleeceback fully adhered TPO. Install new skylights. Commercial gutters & downspouts.		
6	Project Name & Address:	Fairfield City Hall - 109 NE 2nd St, Fairfield		
	Contact:	Gail Kiser	Phone:	618.263.3254
	Value:	\$ 68,000.00	Size:	8,500 SF
	Description of Project:	060 mil TPO, complete tear-off, fully adhered, masonry brick work.		
7	Project Name & Address:	Village of Cary - 301 Spring St / 189 River Dr / 266 Moders St / 106 Ann st / 103 Carlisle Ct		
	Contact:	Scott Fish	Phone:	847.639.0003
	Value:	\$ 55,000.00	Size:	14,000 SF
	Description of Project:	Re-roof multiple water houses. Asphalt shingles, gutters, flashings & carpentry on 5 different city water houses.		

8	Project Name & Address: Panera Bread New Construction - 385 Lake Cook Rd, Deerfield			
	GC Capitol Construction	Tom	Phone:	630.881.3621
	Value:	\$ 36,000.00	Size:	7,000 SF
	Description of Project: 060 mil TPO fully adhered.			
9	Project Name & Address: School House Apartments - 45 Oak St, Lake Zurich			
	Contact:	John Schweda	Phone:	847.738.5200
	Value:	\$ 49,000.00	Size:	4,500 SF
	Description of Project: 060 mil TPO, complete tear-off, fully adhered. Masonry brick work.			
10	Project Name & Address: Warehouse - 818 Spring Beach Way, Cary			
	Contact:		Phone:	
	Value:	\$ 22,000.00	Size:	8,000 SF
	Description of Project: 060 mil TPO, full tear-off, 5.5 ISO, fully adhered, 20 yr Genflex warranty.			
11	Project Name & Address: Buffalo Grove Park District - 150 Raupp Blvd, Buffalo Grove			
	Contact:		Phone:	
	Value:	\$ 20,000.00	Size:	18,000 SF
	Description of Project: JM 060 TPO Rhinobond roof recover.			
12	Project Name & Address: St Collette School - 3940 Pheasant Dr, Rolling Meadows			
	Contact:		Phone:	
	Value:	\$ 29,000.00	Size:	33,940 SF
	Description of Project: JM 060 TPO Rhinobond roof recover.			
13	Project Name & Address: Extra Storage Space - 1002 E 87th St, Chicago			
	GC: Mariottini	Brian Spino	Phone:	331.225.0644
	Value:	\$ 120,000.00	Size:	25,000 SF
	Description of Project: Mechanically fastened 060 mil TPO, half inch recovery.			
14	Project Name & Address: Hustisford Middle School - 600 S Hustis St, Hustisford, Wisconsin			
	Contact:	JT	Phone:	262.442.8149
	Value:	\$ 160,000.00	Size:	28,000 SF
	Description of Project: Remove & Replace 060 EPDM fully adhered, apply corrections to tapered sections & repair drains.			

22	Project Name & Address:	Warehouse - 1250 Pratt blvd, Elk Grove Village		
	Advanced Roofing:	Charles	Phone:	
	Value:		Size:	50,000 SF
	Description of Project:	060 mil TPO, recover board, fully adhered, Carlisle 20 yr warranty.		
23	Project Name & Address:	Warehouse - 1600 Fleetwood Dr, Elgin		
	Contact:	Charles	Phone:	
	Value:	\$ 200,000.00	Size	
	Description of Project:	060 mil TPO, recover board, fully adhered, Carlisle 20 yr warranty.		
24	Project Name & Address:	Webster Memorial Library - 200 N Phelps St, Decatur		
	Chenoweth Roofing:	Keri	Phone:	269.532.1700
	Value:		Size:	10,000 SF
	Description of Project:	060 mil TPO, loosely laid insulation, ballasted system, 20 yr Johns Manville warranty		
25	Project Name & Address:	Freehand Hotel - 17 E Ohio St, Chicago		
	Contact:	Hotel Owner	Phone:	
	Value:		Size:	8,000 SF
	Description of Project:	3ply ModBit, full tear-off, 5.5 ISO, fully adhered, 14 stories, engineered crane, 20 yr Mulehide warranty		
26	Project Name & Address:	Warehouse - 680 Industrial Dr, Cary		
	Advanced Roofing:	Charles	Phone:	
	Value:		Size:	9,000 SF
	Description of Project:	060 mil TPO, recover board, invisiweld install, 20 yr Carlisle warranty.		
27	Project Name & Address:	Manor Hotel - 23926 W Eames St, Channahon		
	EcoShield:	Andrew McGraw	Phone:	630.901.5447
	Value:		Size:	8,200 SF
	Description of Project:	060 mil TPO, concrete fastened, fully adhered, Genflex warranty.		
28	Project Name & Address:			
	Contact:		Phone:	
	Value:			
	Description of Project:			



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
09/03/2020

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 CRH Insurance Agency, LLC 1381 Wind Energy Pass Batavia IL 60510	CONTACT NAME: Michele King	FAX (A/C. No.): (630) 208-8497	
	PHONE (A/C. No. Ext.): (630) 208-8496	E-MAIL ADDRESS: admin@crinsurance.net	
INSURED Premier Roofing Design, Inc. dba Top Roofing 2206 N. Main St. Wheaton IL 60187	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Auto Owners Insurance		32700
	INSURER B: Technology Insurance		
	INSURER C: Evanston Insurance Company		
	INSURER D:		
	INSURER E:		
INSURER F:			

COVERAGES	CERTIFICATE NUMBER:	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	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC OTHER:	X	X	07927014	07/20/2020	07/20/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COM/OP AGG \$ 3,000,000 \$
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS NON-OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY	X	X	52-810465-01	07/20/2020	07/20/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Physical Damage \$ 50,000
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION \$			52-810465-00	07/20/2020	07/20/2021	EACH OCCURRENCE \$ 3,000,000 AGGREGATE \$ 3,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	X	TARIL1025856-00	06/08/2020	06/08/2021	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Contractor's Pollution Liability			3836202	07/20/2020	07/20/2021	\$1,000,000

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

CERTIFICATE HOLDER Sample Certificate XXXXXXXXXXXXXXXXXXXX XXXXXXXXXXXXXXXXXXXX, XX	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  <MK>
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State of Illinois

Department of Financial and Professional Regulation Division of Professional Regulation

LICENSE NO.
104.015954
105.005929

The person, firm, or corporation whose name appears on this certificate has complied with the provisions of the Illinois Statutes and/or rules and regulations and is hereby authorized to engage in the activity as indicated below:

EXPIRES:
12/31/2021

LICENSED ROOFING CONTRACTOR
UNLIMITED



PREMIER ROOFING DESIGN INC
DBA TOP ROOFING
ABNER D S CATUGY
2206 N MAIN ST STE 204
WHEATON, IL 60187



DEBORAH HAGAN
SECRETARY

CECILIA ABUNDIS
ACTING DIRECTOR

The official status of this license can be verified at www.idfpr.com

14136292

Cut on Dotted Line



BID TAB**City Hall Roof Replacement****Premier Roofing Design dba Top Roofing**

Bid Amt \$82,500.00 Bid Bond: \$4,125

Total: **\$82,500.00**

Decking:

Cost of additionl 4x8 sheets 3/4"OSB: \$145.00 per sheet

Cost of additional 4x8 sheets 7/16" OSB: \$120.00 per sheet

Cost per lineal foot additional 1x boards: \$4.00

Request for Proposals, Main Shop Roof Project, 2021-01

City of Lake Geneva Public Works

1055 Carey St, Lake Geneva WI 53147

Sec. 1. General

- a. Building use; DPW
- b. Any and all required State Approved Plans shall be the responsibility of the proposer.(None required.)
- c. Local permits if required including but not limited to, building, plumbing, electrical, etc. shall be the responsibility of the proposer and approved as 'no-fee' by the City.
- d. All State and local code compliance shall be followed including but not limited to; energy (IECC), electrical, plumbing, building, snow and wind loads, etc.
- e. All roof systems that are part of this contract shall have a minimum 10 year parts and labor warranty starting from the day of final payment in addition to manufacturer's warranty.
- f. The City is exempt from Federal Excise Tax and State Sales tax therefor proposals shall be made exclusive of these taxes. Proper tax exempt certifications shall be made available to the successful proposer.
- g. The City shall reserve the right to reject any and/or all proposals and to accept the proposal deemed most advantageous to the City.

Sec. 2. Excavation, foundation, heating, electrical,

N/A

Sec. 3. Roof, venting, ceiling, walls, man doors.

- 1. Roof. Existing roof panels to be removed and replaced including light panels with;
 - a. FABRAL Grand Rib 3 Plus or approved alternate. Lifetime film integrity warranty, 35 year fade and chalk warranty. G-90 galvanizing . White.
 - b. All roof protrusions shall be appropriately flashed and sealed. All non-used protrusions shall be removed upon consulting with Superintendent. Tube heat exhaust to be re-routed out walls.

- c. Roof shall be installed per industry standards in a workman like manner.
- d. Fasteners shall match color of roof.
- e. All soffit/fascia to be repaired/replaced as needed in kind per Superintendent.
- f. *Roof/ceiling insulation found to be unusable shall be removed and replaced upon approval of Superintendent.

Sec. 4. Remarks

The successful proposer must be pre-qualified by the City by obtaining and submitting an approved Pre-Qualification packet including Insurance information from the City Clerk. The City may accept proposals without pre-qualification, but the contract shall not be awarded until pre-qualification is approved.

- 1. All RFP holders shall submit an email address for anyone wishing to be copied on all questions/answers asked by holders regarding the RFP. Questions shall be accepted by the DPW Director at tearle@cityoflakegeneva.com up to five (5) days prior to due date and all answers shall be sent to all email addresses provided a minimum of three (3) days prior to due date.
- 2. This RFP shall be considered all-inclusive with no aspects being considered as to be 'done by others' unless specifically stated in RFP.
- 3. Substantial completion shall be within six (6) months of acceptance by the City with extensions being approved as needed at the sole discretion of the City.
- 4. The Advertisement for this RFP shall be part of this contract/proposal.

Sec. 5. Insurance and Liabilities

- 1. The successful proposer shall have Liability Insurance as outlined in Sec 4 with the pre-qualification packet obtained from the City clerk. Bidder must provide indemnity and acceptable insurance in amounts approved by the City."

Sec. 6. Payments

1. 15% down prior to start.
2. Monthly draws approved by City.
3. Minimum 5% retainage until final approval.

Sec. 7. Agreement

1. The proposer shall hereby agree to provide to the City all of the items in the request for proposals including the advertisement for same.

2. Bid bond included. 5% required \$ 2,800.00
3. Total contract price in numbers \$ 52,375.00
4. (Blank) Fifty Two Thousand Three Hundred Seventy Five
5. Submitted by, Company, Humphreys Contracting LLC
6. Representative (print name) Chris Humphreys
7. Position in company owner Email CHRISHUMPHREYS99@GMAIL.COM
- Signature; [Signature] Date 1 / 1 / 2021

8. Acceptance by the City of Lake Geneva.

- a. City Clerk Ms. Lana Kropf.

Signature: _____ Date / /2021

- b. Mayor. Ms Charlene Klein.

Signature: _____ Date ____/____/2021

9. 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.

10. The City confirms that adequate funds are available and dedicated for this project.

- a. City of Lake Geneva Comptroller Ms. Karen Hall.

Signature: _____ Date ____/____/2021

*Roof/ceiling insulation removal/replace in kind per sq/yd as approved by the DPW Superintendent.

\$_____sq/yd R&R



Request for Proposals, Main Shop Roof Project, 2021-02

City of Lake Geneva Public Works

1065 Carey St, Lake Geneva WI 53147

Sec. 1. General

- a. Building use; DPW
- b. Any and all required State Approved Plans shall be the responsibility of the proposer.(None required.)
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- d. All State and local code compliance shall be followed including but not limited to; energy (IECC), electrical, plumbing, building, snow and wind loads, etc.
- e. All roof systems that are part of this contract shall have a minimum 10 year parts and labor warranty starting from the day of final payment in addition to manufacturer's warranty.
- f. The City is exempt from Federal Excise Tax and State Sales tax therefor proposals shall be made exclusive of these taxes. Proper tax exempt certifications shall be made available to the successful proposer.
- g. The City shall reserve the right to reject any and/or all proposals and to accept the proposal deemed most advantageous to the City.

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N/A

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- 1. Roof. Existing roof panels to be removed and replaced including light panels with;
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- d. Fasteners shall match color of roof.
- e. All soffit/fascia to be repaired/replaced as needed in kind per Superintendent.
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Sec. 6. Payments

1. 15% down prior to start.
2. Monthly draws approved by City.
3. Minimum 5% retainage until final approval.

Sec. 7. Agreement

1. The proposer shall hereby agree to provide to the City all of the items in the request for proposals including the advertisement for same.

2. Bid bond included. 5% required \$ 4500.00
3. Total contract price in numbers \$ 91,650.00
4. (Blank) nine thousand six hundred fifty
5. Submitted by, Company, Humphreys Contracting
6. Representative (print name) Chris Humphreys
7. Position in company owner Email ChrisHumphreys99@gmail.com
- Signature: [Signature] Date / / 2021

8. Acceptance by the City of Lake Geneva.

a. City Clerk Ms. Lana Kropf.

Signature: _____ Date / / 2021

b. Mayor. Ms Charlene Klein.

Signature: _____ Date / / 2021

9. 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.

10. The City confirms that adequate funds are available and dedicated for this project.

a. City of Lake Geneva Comptroller Ms. Karen Hall.

Signature: _____ Date / / 2021

*Roof/ceiling insulation removal/replace in kind per sq/yd as approved by the DPW Superintendent.

\$ _____sq/yd R&R



Humphreys Contracting LLC

P.O. Box 444

Lake Geneva, WI 53147

262 749 8438

6/15/21

To:

City of Lake Geneva

Attn: Tom Earle

Re: St. Department building bid

Tom, regarding the supplemental price for providing and installing insulation as needed on the steel re-roof project.

We propose to provide and install the materials for a price of \$40 per square yard.

The following work shall be completed for the sum of: \$

Terms: Net due upon completion. A service charge of 1-1/2 % per month will be charged on all accounts over 30 days. This proposal is submitted by Chris Humphreys DBA Humphreys Contracting. This proposal may be withdrawn after 10 days upon our discretion. The document shall serve as contract upon signing.

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. We authorize Humphreys Contracting to do the work as described. Payment will be made as outlined above. Please sign and return.

Signature_____Date_____

Request for Proposals, Main Shop Roof Project, 2021-01

City of Lake Geneva Public Works

1055 Carey St, Lake Geneva WI 53147

Sec. 1. General

- a. Building use; DPW
- b. Any and all required State Approved Plans shall be the responsibility of the proposer. (None required.)
- c. Local permits if required including but not limited to, building, plumbing, electrical, etc. shall be the responsibility of the proposer and approved as 'no-fee' by the City.
- d. All State and local code compliance shall be followed including but not limited to; energy (IECC), electrical, plumbing, building, snow and wind loads, etc.
- e. All roof systems that are part of this contract shall have a minimum 10 year parts and labor warranty starting from the day of final payment in addition to manufacturer's warranty.
- f. The City is exempt from Federal Excise Tax and State Sales tax therefor proposals shall be made exclusive of these taxes. Proper tax exempt certifications shall be made available to the successful proposer.
- g. The City shall reserve the right to reject any and/or all proposals and to accept the proposal deemed most advantageous to the City.

Sec. 2. Excavation, foundation, heating, electrical,

N/A

Sec. 3. Roof, venting, ceiling, walls, man doors.

- 1. Roof. Existing roof panels to be removed and replaced including light panels with;
 - a. FABRAL Grand Rib 3 Plus or approved alternate. Lifetime film integrity warranty, 35 year fade and chalk warranty. G-90 galvanizing . White.
 - b. All roof protrusions shall be appropriately flashed and sealed. All non-used protrusions shall be removed upon consulting with Superintendent. Tube heat exhaust to be re-routed out walls.

- c. Roof shall be installed per industry standards in a workman like manner.
- d. Fasteners shall match color of roof.
- e. All soffit/fascia to be repaired/replaced as needed in kind per Superintendent.
- f. *Roof/ceiling insulation found to be unusable shall be removed and replaced upon approval of Superintendent.

Sec. 4. Remarks

The successful proposer must be pre-qualified by the City by obtaining and submitting an approved Pre-Qualification packet including Insurance information from the City Clerk. The City may accept proposals without pre-qualification, but the contract shall not be awarded until pre-qualification is approved.

- 1. All RFP holders shall submit an email address for anyone wishing to be copied on all questions/answers asked by holders regarding the RFP. Questions shall be accepted by the DPW Director at tearle@cityoflakegeneva.com up to five (5) days prior to due date and all answers shall be sent to all email addresses provided a minimum of three (3) days prior to due date.
- 2. This RFP shall be considered all-inclusive with no aspects being considered as to be 'done by others' unless specifically stated in RFP.
- 3. Substantial completion shall be within six (6) months of acceptance by the City with extensions being approved as needed at the sole discretion of the City.
- 4. The Advertisement for this RFP shall be part of this contract/proposal.

Sec. 5. Insurance and Liabilities

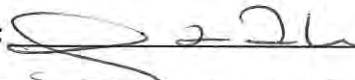
- 1. The successful proposer shall have Liability Insurance as outlined in Sec 4 with the pre-qualification packet obtained from the City clerk. Bidder must provide indemnity and acceptable insurance in amounts approved by the City."

Sec. 6. Payments

1. 15% down prior to start.
2. Monthly draws approved by City.
3. Minimum 5% retainage until final approval.

Sec. 7. Agreement

1. The proposer shall hereby agree to provide to the City all of the items in the request for proposals including the advertisement for same.
2. Bid bond included. 5% required \$ 2,024⁰⁰
3. Total contract price in numbers \$ 40,480⁰⁰
4. (Blank)
5. Submitted by, Company, Midwest Roofing & Construction LLC
6. Representative (print name) Doug Fowler
7. Position in company Estimator Email doug@midwestroofingpros.com

Signature:  Date 6/16/2021

8. Acceptance by the City of Lake Geneva.

- a. City Clerk Ms. Lana Kropf.

Signature: _____ Date ____/____/2021

- b. Mayor. Ms Charlene Klein.

Signature: _____ Date ____/____/2021

9. 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.

10. The City confirms that adequate funds are available and dedicated for this project.

- a. City of Lake Geneva Comptroller Ms. Karen Hall.

Signature: _____ Date ____/____/2021

*Roof/ceiling insulation removal/replace in kind per sq/yd as approved by the DPW Superintendent.

\$ 300[±]/sq sq/yd R&R



POWER OF ATTORNEY
RLI Insurance Company
Contractors Bonding and Insurance Company

9025 N. Lindbergh Dr. Peoria, IL 61615
Phone: 800-645-2402

Know All Men by These Presents:

That this Power of Attorney is not valid or in effect unless attached to the bond which it authorizes executed, but may be detached by the approving officer if desired.

That **RLI Insurance Company and/or Contractors Bonding and Insurance Company**, each an Illinois corporation, (separately and together, the "Company") do hereby make, constitute and appoint:

Mark Santas, Julie L. Crouch, Ashlee Sarver, Mathew Santas, Jennifer Saelens, jointly or severally

in the City of Beloit, State of Wisconsin its true and lawful Agent(s) and Attorney(s) in Fact, with full power and authority hereby conferred, to sign, execute, acknowledge and deliver for and on its behalf as Surety, in general, any and all bonds and undertakings in an amount not to exceed Twenty Five Million Dollars (\$25,000,000.00) for any single obligation.

The acknowledgment and execution of such bond by the said Attorney in Fact shall be as binding upon the Company as if such bond had been executed and acknowledged by the regularly elected officers of the Company.

RLI Insurance Company and/or Contractors Bonding and Insurance Company, as applicable, have each further certified that the following is a true and exact copy of a Resolution adopted by the Board of Directors of each such corporation, and is now in force, to-wit:

"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, any 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."

IN WITNESS WHEREOF, the **RLI Insurance Company and/or Contractors Bonding and Insurance Company**, as applicable, have caused these presents to be executed by its respective Vice President with its corporate seal affixed this 10th day of February, 2021.



RLI Insurance Company
Contractors Bonding and Insurance Company

By: Barton W. Davis Vice President

State of Illinois }
County of Peoria } SS

CERTIFICATE

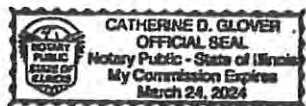
On this 10th day of February, 2021, before me, a Notary Public, personally appeared Barton W. Davis, who being by me duly sworn, acknowledged that he signed the above Power of Attorney as the aforesaid officer of the **RLI Insurance Company and/or Contractors Bonding and Insurance Company** and acknowledged said instrument to be the voluntary act and deed of said corporation.

I, the undersigned officer of **RLI Insurance Company and/or Contractors Bonding and Insurance Company**, do hereby certify that the attached Power of Attorney is in full force and effect and is irrevocable; and furthermore, that the Resolution of the Company as set forth in the Power of Attorney, is now in force. In testimony whereof, I have hereunto set my hand and the seal of the **RLI Insurance Company and/or Contractors Bonding and Insurance Company** this 16th day of June, 2021.

By: Catherine D. Glover
Catherine D. Glover Notary Public

RLI Insurance Company
Contractors Bonding and Insurance Company

By: Jeffrey D. Fick Corporate Secretary



Bid Bond

CONTRACTOR:

(Name, legal status and address)

Midwest Roofing & Construction
LLC, 4949 County Road YZ
Dodgeville, WI 53533

SURETY:

(Name, legal status and principal place of business)

RLI Insurance Company
9025 N. Lindbergh Dr. Peoria, IL 61615
P.O. Box 3967 Peoria, IL 61612

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
1055 Carey Street
Lake Geneva, WI 53147

BOND AMOUNT:

5% of Bid Amount

PROJECT:

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

Main Shop Roof Project

Project Number, if any:

2021-01

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

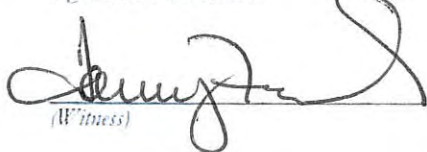
16th

day of

June

2021

Midwest Roofing & Construction LLC


(Witness)

(Principal)

(Seal)

(Title)

Kelsey Kuehl
(Witness)

RLI Insurance Company

(Surety)

(Seal)

(Title) Julie L. Crouch

Attorney in Fact



By arrangement with the American Institute of Architects, the National Association of Surety Bond Producers (NASBP) (www.nasbp.org) makes this form document available to its members, affiliates, and associates in Microsoft Word format for use in the regular course of surety business. NASBP vouches that the original text of this document conforms exactly to the text in AIA Document A310-2010, Bid Bond. Subsequent modifications may be made to the original text of this document by users, so careful review of its wording and consultation with an attorney are encouraged before its completion, execution or acceptance.

Request for Proposals, Main Shop Roof Project, 2021-02

City of Lake Geneva Public Works

1065 Carey St, Lake Geneva WI 53147

Sec. 1. General

- a. Building use; DPW
- b. Any and all required State Approved Plans shall be the responsibility of the proposer.(None required.)
- c. Local permits if required including but not limited to, building, plumbing, electrical, etc. shall be the responsibility of the proposer and approved as 'no-fee' by the City.
- d. All State and local code compliance shall be followed including but not limited to; energy (IECC), electrical, plumbing, building, snow and wind loads, etc.
- e. All roof systems that are part of this contract shall have a minimum 10 year parts and labor warranty starting from the day of final payment in addition to manufacturer's warranty.
- f. The City is exempt from Federal Excise Tax and State Sales tax therefor proposals shall be made exclusive of these taxes. Proper tax exempt certifications shall be made available to the successful proposer.
- g. The City shall reserve the right to reject any and/or all proposals and to accept the proposal deemed most advantageous to the City.

Sec. 2. Excavation, foundation, heating, electrical,

N/A

Sec. 3. Roof, venting, ceiling, walls, man doors.

- 1. Roof. Existing roof panels to be removed and replaced including light panels with;
 - a. FABRAL Grand Rib 3 Plus or approved alternate. Lifetime film integrity warranty, 35 year fade and chalk warranty. G-90 galvanizing . White.
 - b. All roof protrusions shall be appropriately flashed and sealed. All non-used protrusions shall be removed upon consulting with Superintendent. Tube heat exhaust to be re-routed out walls.

- c. Roof shall be installed per industry standards in a workman like manner.
- d. Fasteners shall match color of roof.
- e. All soffit/fascia to be repaired/replaced as needed in kind per Superintendent.
- f. *Roof/ceiling insulation found to be unusable shall be removed and replaced upon approval of Superintendent.

Sec. 4. Remarks

The successful proposer must be pre-qualified by the City by obtaining and submitting an approved Pre-Qualification packet including Insurance information from the City Clerk. The City may accept proposals without pre-qualification, but the contract shall not be awarded until pre-qualification is approved.

- 1. All RFP holders shall submit an email address for anyone wishing to be copied on all questions/answers asked by holders regarding the RFP. Questions shall be accepted by the DPW Director at tearle@cityoflakegeneva.com up to five (5) days prior to due date and all answers shall be sent to all email addresses provided a minimum of three (3) days prior to due date.
- 2. This RFP shall be considered all-inclusive with no aspects being considered as to be 'done by others' unless specifically stated in RFP.
- 3. Substantial completion shall be within six (6) months of acceptance by the City with extensions being approved as needed at the sole discretion of the City.
- 4. The Advertisement for this RFP shall be part of this contract/proposal.

Sec. 5. Insurance and Liabilities

- 1. The successful proposer shall have Liability Insurance as outlined in Sec 4 with the pre-qualification packet obtained from the City clerk. Bidder must provide indemnity and acceptable insurance in amounts approved by the City."

Sec. 6. Payments

1. 15% down prior to start.
2. Monthly draws approved by City.
3. Minimum 5% retainage until final approval.

Sec. 7. Agreement

1. The proposer shall hereby agree to provide to the City all of the items in the request for proposals including the advertisement for same.
2. Bid bond included. 5% required \$ 5,001⁰¹
3. Total contract price in numbers \$ 100,020⁰²
4. (Blank)
5. Submitted by, Company, Midwest Roofing & Construction LLC.
6. Representative (print name) Doug Fowler
7. Position in company Estimator Email doug@midwestroofingpros.com
Signature:  Date 6 / 16 / 2021
8. Acceptance by the City of Lake Geneva.
 - a. City Clerk Ms. Lana Kropf.
Signature: _____ Date ____/____/2021
 - b. Mayor. Ms Charlene Klein.
Signature: _____ Date ____/____/2021
9. 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.
10. The City confirms that adequate funds are available and dedicated for this project.
 - a. City of Lake Geneva Comptroller Ms. Karen Hall.
Signature: _____ Date ____/____/2021

*Roof/ceiling insulation removal/replace in kind per sq/yd as approved by the DPW Superintendent.

\$ 300⁰⁰ / sq sq/yd R&R



POWER OF ATTORNEY

RLI Insurance Company Contractors Bonding and Insurance Company

9025 N. Lindbergh Dr. Peoria, IL 61615
Phone: 800-645-2402

Know All Men by These Presents:

That this Power of Attorney is not valid or in effect unless attached to the bond which it authorizes executed, but may be detached by the approving officer if desired.

That RLI Insurance Company and/or Contractors Bonding and Insurance Company, each an Illinois corporation, (separately and together, the "Company") do hereby make, constitute and appoint:

Mark Santas, Julie L. Crouch, Ashlee Sarver, Mathew Santas, Jennifer Saelens, jointly or severally

in the City of Beloit, State of Wisconsin its true and lawful Agent(s) and Attorney(s) in Fact, with full power and authority hereby conferred, to sign, execute, acknowledge and deliver for and on its behalf as Surety, in general, any and all bonds and undertakings in an amount not to exceed Twenty Five Million Dollars (\$25,000,000.00) for any single obligation.

The acknowledgment and execution of such bond by the said Attorney in Fact shall be as binding upon the Company as if such bond had been executed and acknowledged by the regularly elected officers of the Company.

RLI Insurance Company and/or Contractors Bonding and Insurance Company, as applicable, have each further certified that the following is a true and exact copy of a Resolution adopted by the Board of Directors of each such corporation, and is now in force, to-wit:

"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, any 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."

IN WITNESS WHEREOF, the RLI Insurance Company and/or Contractors Bonding and Insurance Company, as applicable, have caused these presents to be executed by its respective Vice President with its corporate seal affixed this 10th day of February, 2021.



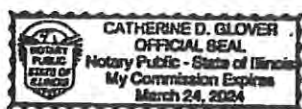
RLI Insurance Company
Contractors Bonding and Insurance Company

By: Barton W. Davis Vice President

State of Illinois }
County of Peoria } SS

On this 10th day of February, 2021, before me, a Notary Public, personally appeared Barton W. Davis, who being by me duly sworn, acknowledged that he signed the above Power of Attorney as the aforesaid officer of the RLI Insurance Company and/or Contractors Bonding and Insurance Company and acknowledged said instrument to be the voluntary act and deed of said corporation.

By: Catherine D. Glover
Catherine D. Glover Notary Public



CERTIFICATE

I, the undersigned officer of RLI Insurance Company and/or Contractors Bonding and Insurance Company, do hereby certify that the attached Power of Attorney is in full force and effect and is irrevocable; and furthermore, that the Resolution of the Company as set forth in the Power of Attorney, is now in force. In testimony whereof, I have hereunto set my hand and the seal of the RLI Insurance Company and/or Contractors Bonding and Insurance Company this 16th day of June, 2021.

RLI Insurance Company
Contractors Bonding and Insurance Company

By: Jeffrey D. Fick Corporate Secretary

Bid Bond

CONTRACTOR:

(Name, legal status and address)

Midwest Roofing & Construction
LLC, 4949 County Road YZ
Dodgeville, WI 53533

SURETY:

(Name, legal status and principal place of business)

RLI Insurance Company
9025 N. Lindbergh Dr. Peoria, IL 61615
P.O. Box 3967 Peoria, IL 61612

OWNER:

(Name, legal status and address)

City of Lake Geneva
1055 Carey Street
Lake Geneva, WI 53147

BOND AMOUNT:

5% of Bid Amount

PROJECT:

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

Main Shop Roof Project

Project Number, if any:

2021-02

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

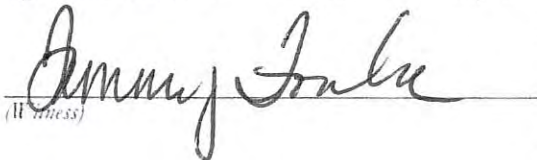
16th

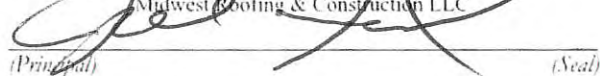
day of

June

2021

Midwest Roofing & Construction LLC

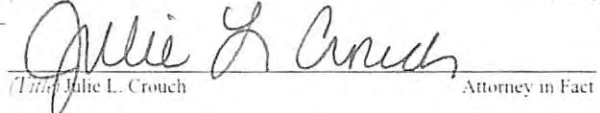

(Witness)


(Principal) (Seal)

Owner
(Title)


(Witness)

RLI Insurance Company
(Surety) (Seal)


(Title) Julie L. Crouch Attorney in Fact



By arrangement with the American Institute of Architects, the National Association of Surety Bond Producers (NASBP) (www.nasbp.org) makes this form document available to its members, affiliates, and associates in Microsoft Word format for use in the regular course of surety business. NASBP vouches that the original text of this document conforms exactly to the text in AIA Document A310-2010, Bid Bond. Subsequent modifications may be made to the original text of this document by users, so careful review of its wording and consultation with an attorney are encouraged before its completion, execution or acceptance.

BID TAB**Department of Public Works Roof Replacement****Humphrey's Contracting LLC**

2021-01: \$52,375.00 Bid Bond: \$2,800

2021-02: \$91,650.00 Bid Bond: \$4,500

Total: **\$144,025.00**

Midwest Roofing & Construction LLC

2021-01: \$40,480.00 Bid Bond: \$2,024.12

2021-02: \$100,020.00 Bid Bond: \$5,001.00

Total: **\$140,500.00**

Proposal to Provide Professional Engineering Services for

City of Lake Geneva, 2022 Street Improvement Program

June 21, 2021



Presented To:

Tom Earle
Director of Public Works
City of Lake Geneva
626 Geneva Street
Lake Geneva, WI 53147

Presented By:

Greg Governatori, PE
Associate/Burlington Manager
Kapur

June 21, 2021

Tom Earle, Director of Public Works
City of Lake Geneva
626 Geneva Street
Lake Geneva, WI 53147

RE: Proposal for the 2022 Street Improvement Program

Dear Mr. Earle,

Kapur is pleased to submit this proposal to the City of Lake Geneva for the 2022 Street Improvement Program. This proposal was prepared in accordance with the instructions included in the Request for Proposals and with the insight of our firm's prior experience providing engineering services to the City of Lake Geneva.

Over the years of working with the City of Lake Geneva and other local municipalities, we have developed a comprehensive understanding of the expectations required for successful completion of street improvement programs. Our unique experience in working with the City of Lake Geneva gives us an intimate familiarity with quality of life residents expect, as well as the importance of tourism to the city. Every project considers tourism as a primary focus when designing and planning infrastructure improvements throughout Lake Geneva.

Our process is centered on our planning and communication with the City. Because these projects were developed in the study we performed with the City in 2019 and 2020, we have a jumpstart on understanding both the complexity of each project and the details to make these projects successful. We already have a sense of ownership in these projects, and both Naomi and Greg are dedicated to ensuring the projects are a success.

Because of this sense of ownership, you can trust Kapur to address stakeholder concerns while balancing the requirements of the City as we develop our designs and meet the technical aspects of every project. This approach is taken during planning, survey, design, public involvement, meetings with special interest groups, bid openings, construction administration, and project close outs.

As we assist municipalities through our professional engineering and construction oversight services, we always keep their vision and expectations in mind. Because our experience and services include a vast range of deliverables starting with planning and grant assistance, we become a partner in your projects and not just an engineering firm delivering a street or sidewalk. We take great pride in this sense of ownership and know that the roads, sidewalks, utilities, parks, trails, civic campuses, DPW yards, and wastewater facilities we design improve the standard of living across the City.

We appreciate the opportunity to submit our proposal and look forward to delivering the 2022 Street Improvement Program. Please contact me directly if you have any questions about our submittal. We look forward to hearing from you.

Sincerely,

Naomi Rausch, PE
Project Manager
262.758.6032 / nrauch@kapurinc.com

Greg Governatori, PE
Associate/Burlington Branch Manager
262.758.6010 / ggovernatori@kapurinc.com

FIRM BACKGROUND

Kapur is a 300-person full-service engineering firm established in 1981 with headquarters in Milwaukee. We employ a diversified staff delivering a full range of services at our offices Burlington, Appleton, and Wausau, as well as our national offices in Chicago, Louisville, and Indianapolis.

Kapur provides services to municipalities of all sizes, from towns to villages, cities, and counties. We also work with private development clients, Milwaukee Metropolitan Sewerage District, Division of State Facilities, the Wisconsin Department of Transportation, utilities, sanitary, and water districts for 40 years.

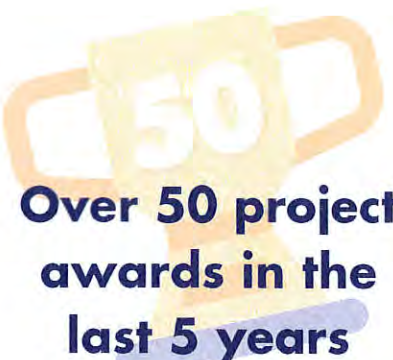
We have become a trusted partner and leader in the industry by providing exceptional expertise and technical knowledge across every phase of a project. The individual and collective efforts of our personnel provide cost-effective sustainable solutions in a timely manner.

Services Include:

- Full-Service Survey Department
- Street Design, Inventory, Rehabilitation, & Management Planning
- Water Studies/Elevated Tank & Reservoir Design
- Well, Water Treatment, & Pump House Design
- Sanitary Sewer Design/Rehabilitation
- Clean Water Fund Loan
- Traffic Engineering
- Rural/Urban Highway Design
- Storm Sewer Design
- Bike Path Planning
- CMAQ Grant
- Stormwater Management Plans
- Capital Improvement Planning
- WPDES/MS4 Compliance
- Floodplain - Hydraulic Modeling
- Watershed Management Studies
- Park & Recreation Facilities
- Retaining Walls, Culverts, & Bridges
- Manage Grants & Loans
- Review CSM/Plats
- Traffic Signal Design
- Create & Implement Public Assessment Policies
- Create & Manage TIF Districts
- Review Private Development Submittals
- Agency Coordination/Permitting
- Street Lighting
- GIS Data/Website Maintenance

COMPANY FACTS

- Established 1981
- Headquartered in Milwaukee
- Full-Service Offices in:
 - Burlington
 - Appleton
 - Wausau
 - Chicago
 - Indianapolis
 - Louisville
- 305 employees
- 53 professional engineers
- 12 licensed surveyors
- ENR Top 500 (#357)
- Top Midwest Design Firms (#44)
- Milwaukee Journal Sentinel Top Workplaces (last 12 years)
- Milwaukee Business Journal Best Places to Work (5 years)
- Daily Reporter Top Projects


**Over 50 project
awards in the
last 5 years**

Our mission at Kapur is to develop a close, professional, and honest relationship with our clients that enables us to fully understand their needs and expectations and allows us to provide quality services that exceed their definition of success. We're passionately committed to delivering infrastructure, protecting the environment, designing meaningful projects, cultivating relationships, and connecting with the community.



GREG GOVERNATORI, PE | PRINCIPAL

BS, Civil Engineering, University of Wisconsin-Milwaukee

Greg has 21 years of experience in all aspects of municipal engineering including sewer design, stormwater management, construction plan review, drainage, utility design, roadway design, permitting, inspection, bid preparation, and construction administration. He will be responsible for project management, design, review, and plan preparation along with permitting, hydraulic analysis, bidding, and specifications. His vast municipal experience is an asset that gives him the ability to anticipate expectations as well as future project requirements. Greg's relevant experience includes acting as Project Manager for resurfacing and reconstruction projects in the City of Lake Geneva street program since 2015. He has led our services on the Burlington Street Program since 2005. These programs include utility replacements, sidewalk improvements, signage, traffic control and detouring, specifications, permitting, and bidding. Greg has functioned as Project Manager for the entirety of our projects for the City of Lake Geneva.

NAOMI RAUCH, PE, CFM | PROJECT MANAGER

BS, Civil Engineering, University of Wisconsin-Madison

Naomi has 10 years of experience specializing in stormwater management, drainage systems, hydrology, and hydraulic studies. Her previous projects include hydraulic models for dewatering plans, stormwater pollution prevention plans, hydraulic analyses, and floodplain delineation. Naomi's background also includes site development review, permitting, certification, and agency coordination. Since joining Kapur she has been the face of our communication with the City of Lake Geneva. Naomi attends all meetings, works with the City during plan review, actively manages all hydrology, hydraulic, and stormwater management of projects, and is essential to our cooperative efforts with the City. She has assisted the City since 2017 on street and development projects.

MIKE TIMMERS, PE | CONSTRUCTION PROJECT MANAGER

BS, Civil Engineering, University of Wisconsin-Milwaukee

Mike will be responsible for construction administration and QA/QC of public works projects. He has 24 years of experience managing the construction of municipal projects including street and utility reconstruction, utility replacements, to large drainage projects. Mike keeps the community in mind when making decisions in the field and demands quality work from every contractor. His experience includes construction oversight of pavement replacement, concrete pavement repairs, replacement of curb and gutter, new sidewalks, storm sewer, erosion control, pulverizing and pave, mill and pave, pavement marking, traffic signals, restoration, and landscaping.

GARY SPLINTER, PS | SURVEY PROJECT MANAGER

BS, Geography & Cartography, University of Wisconsin-Platteville

Gary coordinates and leads our survey staff in this region. He will manage all survey activities including control, topo, mapping, and alignments. If required, Gary has a strong background in the development/delivery of plats including leading survey and platting for the Burlington Bypass, US 14, and the STH 36/STH 83 projects.

WYATT PLOETZ | PROJECT ENGINEER

BS, Civil Engineering, University of Wisconsin-Milwaukee

Wyatt is a Project Engineer with seven years of experience in the Burlington office and is responsible for design, plan preparation, and construction oversight. His experience includes the design of roadways, drainage, utilities, permitting, bid assistance, and construction inspection. This includes recent construction inspection services on the Commerce Court extension and Court Street in the City of Elkhorn, as well as delivering design and construction inspection on City of Lake Geneva Street Program projects.

EMMA CONNELL | STAFF ENGINEER

BS, Civil Engineering, University of Wisconsin-Madison

Emma has two years of experience in the design of roadways and sidewalks. During this time, she has been exclusively performing design and plan production for street and sidewalk projects in the City of Lake Geneva. Emma has experience in preliminary and final design of roads, staging, traffic control, stormwater, utility design, quantities, construction plans, and has assisted in delivery of permitting and design reports.





Education

BS, Civil Engineering,
University of Wisconsin-
Milwaukee, 1998

Professional Experience

2003-Present: Kapur,
Burlington, WI

1999-2003: Metropolitan
Engineering Inc.,
Waukesha, WI

1995-1998: Town of
Caledonia, WI

Professional Affiliations

American Society of Civil
Engineers (ASCE)

Registration

Professional Engineer: IL,
WI (#36034)
LEED AP BD+C

Certifications

FEMA Certified Floodplain
Manager, CFM

PROFILE

Greg is the leader of our Burlington office and has more than 21 years of experience in Municipal Design. He is responsible for overall team success, as well as overseeing project management, design, review, and will be a key reviewer for QaQc.

PROJECT EXPERIENCE

Street Improvement Program (2011-2014), Burlington, WI

Project Engineer for annual City Street Improvement Program. Projects included resurfacing or full reconstruction of various streets, utility replacements, sidewalk improvements, signage, traffic control and detouring, specifications, permitting, bidding, and all items required for full project execution.

Townline Trails, Lake Geneva, WI

Project Engineer for residential development consisting of 55 single family lots on 21 acres. Design included complete urban roadway design of 4,500 feet of urban roadway, sanitary sewer, water main, storm sewer design, permitting, and cross sections, along with two wet detention facilities. A full grading and erosion control plan were provided, and intersection plans to local roadway.

Northgate Retail Center, Lake Geneva, WI

Commercial redevelopment consisting of creating three commercial lots on 4.6 acres. Design included layout, parking lot design, sanitary sewer, water main, landscaping, lighting, storm sewer, permitting, grading, and erosion control, along with an infiltration basin with pretreatment. Project challenges included working directly with architects, planners, and the city for development of three separate use parcels as a concurrent project.

Town Engineer, Linn, WI

Town Engineer responsible for plan and construction documentation, stormwater and erosion control site reviews, drainage studies, and infrastructure inspection on the town's behalf.

Village/Town Engineer, Bloomfield, WI

Village/Town Engineer responsible for plan and construction documentation, construction, plat, CSM, stormwater and erosion control site reviews, drainage studies, and infrastructure inspection.

Great Lakes Components, Elkhorn, WI

Project Manager responsible for the design, grading, utilities, landscaping, stormwater runoff, parking, layout, permitting, rezoning, and erosion control for the redevelopment of an 8-acre contaminated site.

Veterans Terrace, Burlington, WI

Project Engineer responsible for the design, grading, storm sewer, parking, and erosion control plan directly next to White River. Challenges included storm sewer system in floodplain, lower-level floor elevations below floodplain, and erosion control and floodplain filling concerns.





Education

BS, Civil Engineering,
University of Wisconsin-
Madison, 1998

Professional Experience

2019-Present: Kapur,
Burlington, WI

Registration

Professional Engineer: WI
(#36098)

Certifications

Certified Floodplain
Manager

PROFILE

After two years of working with Lake Geneva delivering roadway and drainage projects, Naomi is taking over as Project Manager for our work in the City. With over 10 years of experience, Naomi will be responsible for the entirety of our design and delivery for the 2022 Improvements. Although she will be overseeing the design, she will still be active in the engineering for all of the roadway, stormwater, drainage, utilities, and permitting for this year's road program.

PROJECT EXPERIENCE

City Engineer, Lake Geneva, WI

City Engineer responsible for site plan review for proposed developments, coordination with city staff in the building and zoning department, public works, and utility commission to ensure development meets city ordinance requirements. Provide input and assistance with ordinance development, development procedures, and technical guidance. Prepare drainage reports for site specific drainage concerns and provide recommendations for drainage improvements.

Silver Creek Zone A Floodplain Determination, Random Lake, WI

Performed hydrology study using HEC-HMS for unstudied Zone A reach of Silver Creek that included a critical duration analysis and regression equation calculations. Successfully complete a backwater hydraulic analysis of Silver Creek for Wisconsin Department of Natural Resources (WDNR) and Federal Emergency Management Agency (FEMA) approval of a Zone A 100-year floodplain elevation along the study reach. Coordinated study results with regulatory agencies, client, and design team.

Kilbourn Ditch Dewatering Plan, Mount Pleasant, WI

Assisted team in creating a dewatering plan for an unexpected intrusion of Kilbourn ditch during a sanitary main boring operation. The plan included a small temporary dam, multiple pumping locations, dewater bags, energy dissipation devices, and restoration plan. Prepared hydraulic analysis for Wisconsin Department of Natural Resources to support dewatering plan.

Geneva Lake Dam, Geneva Lake Level Corporation, Lake Geneva, WI

Performed 10-year inspection and completed report for Wisconsin Department of Natural Resources (WDNR) approval. Updated Emergency Action Plan and Inspections, Operations, and Maintenance Manual for Geneva Lake Level Corporation (GLLC).

Lake County Planning Building and Development, Lake County, IL

Senior Engineer responsible for site development review of all commercial development within the county. Coordinated with planning and building departments to ensure development compliance with the Unified Development Ordinance. Performed routine sediment and erosion control inspections and enforced compliance. Maintained Association of State Floodplain Managers certification for the department.





Education

BS, Civil Engineering,
University of Wisconsin-
Milwaukee, 1997

Professional Experience

1997-Present:
Kapur, Milwaukee, WI

Registration

Professional Engineer: WI
(#37578)

Certifications

WisDOT Certified:
AGGTEC Sampling,
NucDensity TEC and
PCCTEC-1

Wisconsin Department of
Commerce Certified: Soil
Erosion Inspector

PROFILE

Mike has 24 years of experience in construction management and construction inspection. Mike is a member of the Construction Management Department.

PROJECT EXPERIENCE

2001-2021 Street Improvement Program, Burlington, WI

Project Engineer for improvements to city streets. Major items include grading, EBS, base course, concrete curb and gutter, concrete sidewalk, ADA ramps, sanitary sewer and water, force main installation and live tap, utility relays, retaining walls, concrete bridge deck overlays and repairs, storm sewer, rubblizing, milling, pulverizing, asphaltic pavement, concrete pavement repair, traffic signal equipment, concrete bases, pull boxes, conduit and cable, and landscaping.

2019 Street Improvement Program, Lake Geneva, WI

Construction Project Manager various streets resurfacing within the city including erosion control, excavation, grading, milling, curb and gutter, concrete sidewalks, ADA ramps, asphalt paving, traffic control, and landscape restoration.

2018 Elkhorn Street Project, Elkhorn, WI

Project Engineer for improvements to city streets and city parking lot. Major items include erosion control, excavating, grading, EBS, base course, concrete curb and gutter, concrete sidewalk, ADA ramps, sanitary sewer and water, storm sewer, storm sewer pipe underdrains, milling, pulverizing, asphaltic pavement, traffic control, pavement marking, and landscape restoration.

Market Street Extension, Elkhorn, WI

Construction Project Engineer for the construction of a new section of roadway that stretches one mile connecting two roadways together. Major items include erosion control, excavating, EBS, grading, base course, sanitary sewer relay, new storm sewer, retention ponds, curb and gutter, mixed-use pedestrian path, ADA ramps, traffic control, and landscape restoration.

South 43rd Street Reconstruct (2016), Greenfield, WI

Construction Project Manager of the 1-mile reconstruction and reconfiguration from a rural to an urban section of South 43rd Street. Major items include erosion control, common excavation, grading, clearing and grubbing, EBS, asphalt paving, pavement marking, concrete pavement, concrete sidewalks, ADA ramps, concrete driveways, curb and gutter, storm sewer, sanitary sewer, watermain, street lighting, bioretention facility, and landscape restoration.

Lynndale Avenue/33rd Street Reconstruction (2015), Greenfield, WI

Construction Project Manager of the complete reconstruction and reconfiguration from a rural to an urban section, of approximately 1.5 miles of roadway. Major items include erosion control, common excavation, grading, EBS, clearing and grubbing, asphalt paving, pavement marking, concrete pavement, concrete sidewalks, concrete driveways, curb and gutter, storm sewer, sanitary sewer, watermain, street lighting, modular retaining wall, traffic control, and landscape restoration.





Education

Surveying, Milwaukee Area
Technical College, 2001

Computer Math,
Montgomery College, 1987

BS, Geography &
Cartography, University of
Wisconsin-Platteville, 1985

Professional Experience

1994-Present: Kapur,
Milwaukee, WI

1988-1994: J.C.
Zimmermann Engineering,
Greendale, WI

1985-1988: Defense
Mapping Agency,
Brookmont, MD

Registration

Land Surveyor: IL
(#035003754), WI
(#2239)

PROFILE

Gary has 35 years of experience in all aspects of land development, including subdivisions, certified survey maps, and condominium development. Extensive background in ALTA/NSPS Land Title surveys, right-of-way plat development, roadway and building construction surveys, network control surveys, design surveys, remonumentation of Public Land Survey System (PLSS) corners, GPS surveys, municipal survey support, and topographical surveys.

PROJECT EXPERIENCE

Symphony Bay and Symphony Bay Duplex Subdivisions, Walworth County, WI
Planned unit developments subdivision in the City of Lake Geneva.

Municipal Review Surveyor for Lake Geneva, Burlington, Elkhorn, Big Bend, Waterford, and Bloomfield, WI
Plan and plat reviews for each of the communities.

Southland Farms Subdivision, Walworth County, WI
Planned unit development subdivision for the 170 acres with 260 lots in the City of Lake Geneva.

Elk Creek Subdivision, Walworth County, WI
Planned unit development subdivision for the 240 acres with 480 lots in the City of Elkhorn.

Schaal Woods, Burlington, WI
Conservation subdivision development for eight lots on 22 acres.

Lakeside Townhomes, Twin Lakes, WI
Condominium townhome development and easements.

Lake Elizabeth Condominium, Paddock Lake, WI
Condominium development and easements.

Riverfront Development, Burlington, WI
Platting reviews, control, and design survey.

STH 32, 7th Street to CTH KR, Kenosha County, WI
Research and plat development for right-of-way acquisition.

Burlington Bypass, Racine County, WI
GPS control and design survey as well as research and plat development for right-of-way acquisition.

Zoo Interchange, Milwaukee County, WI
Right-of-way plat development for the several plats and approximately 600 parcels included in the Zoo Interchange project.

Marquette Interchange, Milwaukee, WI
GPS control and design survey as well as right-of-way plat development.





Education

BS, Civil Engineering,
University of Wisconsin-
Milwaukee, 2014

Professional Experience

2014-Present: Kapur,
Burlington, WI

Certifications

WisDOT Certified:
PCCTEC-1

PROFILE

Wyatt is a member of the Municipal Department at the Burlington office. He is responsible for design and plan preparation of construction documents as well as construction management. He has seven years of experience in municipal engineering, drainage analysis, utility design, road and highway design, agency permitting, and bid preparation. Wyatt also performs construction management including day-to-day inspection, pay applications, quantity verification, ensuring specification compliance, and field requests.

PROJECT EXPERIENCE

2020 Street Improvement Program, Elkhorn, WI

Construction inspection and management of Court Street, Getzen Street, and Page Street reconstruction, totaling over 2,300 feet of roadway. All three streets received full depth reconstruction with extensive base repair, new sanitary sewers, and all new curb and gutter. In addition, Page Street received a new storm sewer collection system, a new water main extension, and lead water service replacements. Court Street also received spot sidewalk repairs, lead water service replacements, upgraded fire hydrants, and revised storm sewer.

2020 Street Improvement Program, Lake Geneva, WI

Staff Engineer responsible for design and plan preparation for Sage Street, Madison Street, Horace Street, Carey Street, Sue Ann Drive, Maytag Road, Heather Circle, and Andria Drive. Project also included two alleyways, two alley entrance ramps, and the pedestrian path along Townline Road. These various streets received treatments such as new asphalt surfacing, spot curb and gutter repair, and ADA ramp replacement.

Elkhorn TID #4 Project (2019), Elkhorn, WI

Construction inspection and management of O'Connor Drive reconstruction and widening, Tasch Drive resurfacing, and the Commerce Court extension. O'Connor Drive received both full depth reconstruction and resurfacing. Commerce Court was extended approximately 850 feet to connect to Koopman Lane, including additional storm sewer installation. The intersection of O'Connor Drive and STH 67 also received brand new traffic signals.

Main Street Reconstruction (2018), Lake Geneva, WI

Construction inspection and management for 850 feet of road reconstruction and 1,400 feet of new water main installation in downtown Lake Geneva. Project also included brand new curb and gutter, spot sidewalk replacements, lead water service replacements, and revisions to the existing storm sewer system.

South Jackson Street (2017), Elkhorn, WI

Staff Engineer responsible for design, plans, and construction management for the 1,500-foot reconstruction project. Project included adding curb and gutter and sidewalks to the south half of the project, reconstructing the existing sanitary sewer, replacing the existing hydrants, and upgrading the storm sewer catch basin collection system.





City of Burlington

- Maryland Ave. Reconstruction (2021)
- State St. Resurfacing (2019)
- Kendal St. Reconstruction (2017)

Mr. Peter Riggs, Director of Public Works
300 N. Pine St., Burlington, WI 53105
262.539.3770 / priggs@burlington-wi.gov
CLIENT FOR 23 YEARS



City of Elkhorn

- Court St. Rehabilitation (2020)
- Commerce St. Extension (2018)
- Market St. Extension (2017)

Mr. James Heilman, City Administrator
9 S. Broad St., Elkhorn, WI 53121
262.723.2219 / jheilman@cityofelkhorn.org
CLIENT FOR 6 YEARS



City of Greenfield

- Grange Area - 43rd St. to 48th St. (2020)
- St. Francis Neighborhood (2019)
- Edgerton Ave. Reconstruction (2017)

Mr. Jeff Katz, City Engineer
7325 W. Forest Home Ave., Greenfield, WI 53220
414.939.8322 / jeffrey.katz@greenfieldwi.us
CLIENT FOR 16 YEARS



Village of Fox Point

- Lake Dr. Reconstruction (in design)
- Calumet Rd. Rehabilitation (2019)
- Green Tree Rd. Reconstruction (2013)

Mr. Scott Brandmeier, Director of Public Works
7200 N. Santa Monica Blvd., Fox Point, WI 53217
414.351.8900 / sbrandmeier@villageoffoxpoint.com
CLIENT FOR 27 YEARS



City of Plymouth

- Smith St. Reconstruction (2019)
- Mill St. Rehabilitation (2018)
- Reed St. Rehabilitation (2017)

Ms. Cathy Austin, Director of Public Works/City Engineer
900 CTH PP, PO Box 277, Plymouth, WI 53073
920.893.1471 / caustin@plymouthutilities.com
CLIENT FOR 40 YEARS

"Kapur has successfully completed street design, street repair, grant writing, construction inspection, environmental contamination, and site planning/design assignments for Greenfield. Common denominators in these assignments have been sound background preparation, consistent communication with City staff and taxpayers, and strong technical expertise with a constant eye focused on efficient project completion. We especially like the way the firm aggressively deals with resident concerns plus the user-friendly format of the record drawings that they produce. When compared with others, what impresses me most about Kapur is their consistent delivery of the best 'value', which I define as the combination of cost and a quality construction project or service."

**- Richard Sokol, former City of Greenfield
Director of Neighborhood Services**

EXPERIENCE WITH STREET, UTILITY, AND SIDEWALK PROGRAMS

Greenfield, Burlington, Plymouth, Milwaukee, Elkhorn, Mequon, Elkhart Lake, Random Lake, Howards Grove, Adell, Bayside, Fox Point, Waterford, and Fredonia

These programs begin by coordinating with municipal staff on five-year street improvement programs. We review street conditions using PACER ratings and analyze needed utility and sidewalk improvements to determine each year's street, utility, and sidewalk repair/replacement needs.



City of Burlington Annual Street and Sidewalk Program

Since 2002, Kapur has been delivering Burlington's Annual Street and Sidewalk Program. Our services typically include survey, design, stormwater, and construction administration. Because this program varies from year to year, these projects have also required hazardous materials investigation, lighting, structural design, streetscaping, and green infrastructure solutions. Construction costs typically range from \$100,000 to \$1.8 million annually and recently we have delivered such projects as Maryland Avenue reconstruction (2020), State Street resurfacing (2019), and Kendal Street reconstruction (2017).

City of Elkhorn Annual Street and Sidewalk Program

For the last six years, Kapur has been providing survey, design, and construction administration services for the City of Elkhorn Street and Sidewalk Program. These projects have ranged from full reconstruction to pavement rehabilitation projects. More notable projects include Court Street rehabilitation (2020), Commerce Street extension (2018), and the Market Street extension (2017).

City of Greenfield Annual Street and Sidewalk Program

For over 15 years, Kapur has been providing street reconstruction, rehabilitation, and sidewalk design for the City of Greenfield. We began providing services to the city in 2005 by delivering street rehabilitations one neighborhood at a time, but we have since become the primary provider of street reconstruction. Our services also include grant assistance, park improvements, bicycle facilities and trails (as part of safe routes to school), and the delivery of notable projects including the Grange area neighborhood (2020), St. Francis neighborhood area (2019), and Edgerton Avenue reconstruction (2017).

Village of Fox Point Annual Street and Utility Program

In 1994, Kapur began delivering road and utility design services to the village. Since then, we have been planning utility improvements followed by road design. Over the 25+ years of delivering street and sidewalk improvements to the village, we have improved over 15 miles of roadway. Projects include Lake Drive reconstruction (in design phase), Calumet Avenue rehabilitation (2020), and Green Tree Road reconstruction (2013).

City of Plymouth Annual Street and Utility Program



Kapur has been the Engineer of Record providing road design and corridor improvements for the City of Plymouth for over 40 years. From numerous industrial parks and TIF district improvements, to three-party WisDOT roadways, we have designed nearly every type of project for the city. We continue to deliver roadways and sidewalks as well as utility design for the city. This includes recent projects such as Smith Street complete reconstruction (2019), Mill Street rehabilitation (2018), and Reed Street rehabilitation (2017).

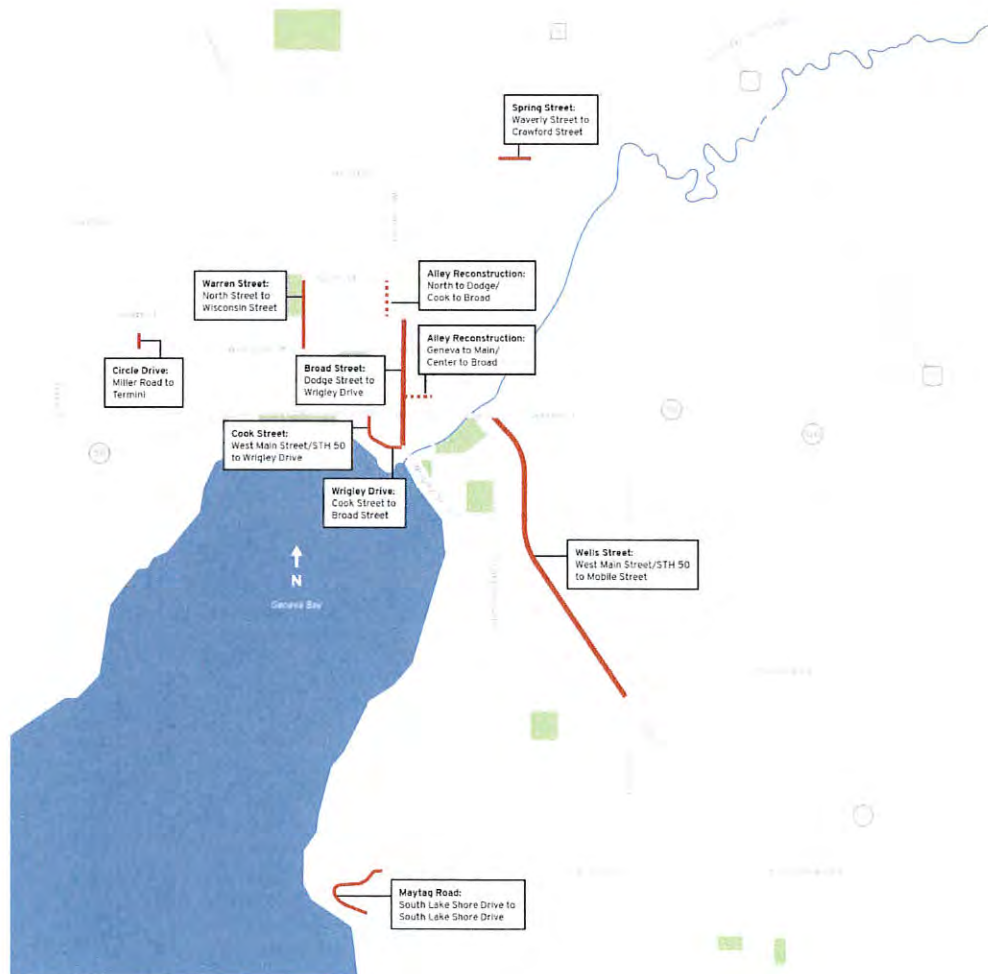
UNDERSTANDING LAKE GENEVA

The City of Lake Geneva is a proactive smart growth community. As a community attractive to industrial, residential, and commercial growth with average to below average taxes and service rates, future growth is anticipated. The community's growth over the past 10-15 years has been the result of smart development and redevelopment decisions, strong relationships with quality developers, focused administration and elected officials, and improved infrastructure.

Despite this growth, the community achieved the goal of maintaining a small town feel and a high standard of living for the existing residents, industry, and retailers. Maintaining your standard of living requires close attention to infrastructure improvements and continual improvements. This is critical to keeping businesses and residents in the City.



*Kapur understands your community needs
and will work with you to achieve your goals.*



2022 Street Improvement Program map



City of Lake Geneva, 2022 Street Improvement Program

PROJECT PROCESS

Kapur's goal is always to balance improvements with cost. Keeping costs within reason and making Lake Geneva livable for property owners attracts new residents and businesses to the community. As engineer in the City of Lake Geneva, we will continue our open dialog and communication with City staff to ensure we meet your expectations and work together to implement improvements at your pace while enhancing your standard of living.

OUTSTANDING SERVICE

Street, Utility, and Sidewalk programs require a wholistic approach when providing service. Our background knowledge of what is anticipated to be improved the next 5-10 years in Lake Geneva allows us to find cost savings for you community.

This approach also requires a firm which provides full, comprehensive municipal engineering services to completely understand your infrastructure, as well as a full range of technical and professional resources to deliver improvements. Integrated with our public involvement and communication skills to convey both how and why these projects are necessary, and you have more than a designer for projects. You have a partner that can help you improve you community through sound public relations.

Our Full Range of Municipal Services Include:

- Full-Service Survey Department
- Street Design, Inventory, Rehab, and Management Planning
- Water Studies/Elevated Tank and Reservoir Design
- Well, Water Treatment and Pump House Design
- Sanitary Sewer Design/Rehab
- Clean Water Fund Loan
- Traffic Engineering
- Rural/Urban Highway Design
- Storm Sewer Design
- Bike Path Planning
- CMAQ Grant
- Storm Water Management Plans
- Capital Improvement Planning
- WPDES/MS4 Compliance
- Floodplain - Hydraulic Modeling
- Watershed Management Studies
- Park and Recreation Facilities
- Retaining Walls, Culvert, Bridge
- Manage Grants & Loans
- Review CSM/Plats
- Traffic Signal Design
- Create and Implement Public Assessment Policies
- Create and Manage TIF Districts
- Review Private Development Submittals
- Agency Coordination/Permitting
- Street Lighting
- GIS Data/Website Maintenance

Having delivered projects in the City of Lake Geneva for over 15 years, we are extremely familiar with the design and development process within the City.

Kapur's municipal experience and the knowledge of the City will allow our team to provide prompt, sound solutions for any issues that come up through the design of the street improvement program.



Kapur provides reconstruction and rehabilitation of streets throughout Southeast Wisconsin

City of Lake Geneva, 2022 Street Improvement Program PROJECT PROCESS



Our analysis of the projects to be improved during the 2022 season is provided below.

This program is a combination of efforts from the City and Kapur as part of our combined efforts to maintain infrastructure in the 5 year Capital Improvement Plan. Each year, working with City staff, we develop a list detailing each street within Lake Geneva and utilize the PASER rating scale to determine which roadways are in greatest need of rehabilitation. The final street improvement program considers sewer and water utilities, project budget, sidewalk conditions, drainage, road location proximity, and scheduling with festivals and/or large events that may be impacted by road closures and construction.

Current Pavement Rating and Year	Surface			On Route	At Route	Toward Route	Section Length (Feet)	Section Area (Square Yards)	Maintenance Unit Cost	Maintenance Estimate	Accumulated Maintenance Estimate	Recommended Treatment
	Type	Year	Width									
6 (2020)	65	2006	26	N Wells St	Cass St	W Main St/STH 50	1,109	3,204	\$22.50	\$72,085.00	\$72,085.00	2" Mill & OL
6 (2020)	65	2006	26	N Wells St	Baker St/ S Lake Shore Dr	Cass St	370	1,069	\$22.50	\$24,050.00	\$96,135.00	2" Mill & OL
6 (2020)	65	2006	26	N Wells St	Campbell St	Baker St/S Lake Shore Dr	422	1,219	\$22.50	\$9,495.00	\$105,630.00	2" Mill & OL
7 (2020)	65	2006	26	N Wells St	Lake Geneva Blvd	Campbell St	1,637	4,729	\$22.50	\$36,832.50	\$142,462.50	2" Mill & OL
7 (2020)	65	2006	36	N Wells St	Mobile St/Wells St	Townline Rd	528	2,112	\$22.50	\$11,880.00	\$154,342.50	2" Mill & OL
7 (2020)	65	2006	26	N Wells St	Townline Rd	Lake Geneva Blvd	422	1,219	\$22.50	\$9,495.00	\$163,837.50	2" Mill & OL
7 (2020)	65	2006	36	N Wells St	Mobile St/Wells St	Townline Rd	528	2,112	\$22.50	\$11,880.00	\$175,717.50	2" Mill & OL
5 (2020)	70	1970	30	Circle Dr	Miller Rd	Termini	106	353	\$22.50	\$7,950.00	\$183,667.50	2" Mill & OL
5 (2020)	65	1997	30	Warren St	Dodge St	North St	528	1,760	\$22.50	\$39,600.00	\$223,267.50	2" Mill & OL
4 (2020)	70	1999	30	Warren St	Wisconsin St	Dodge St	475	1,583	\$22.50	\$35,625.00	\$258,892.50	2" Mill & OL
6 (2020)	60	2010	60	Broad St	Dodge St	Wisconsin St	422	2,813	\$22.50	\$63,300.00	\$322,192.50	2" Mill & OL
6 (2020)	60	2010	60	Broad St	Wisconsin St	Geneva St	475	3,167	\$22.50	\$71,250.00	\$393,442.50	2" Mill & OL
6 (2020)	60	2006	60	Broad St	Geneva St	W Main St/STH 50	422	2,813	\$22.50	\$63,300.00	\$456,742.50	2" Mill & OL
6 (2020)	60	2005	60	Broad St	W Main St/STH 50	Wrigley Dr	475	3,167	\$22.50	\$71,250.00	\$527,992.50	2" Mill & OL
4 (2020)	65	1999	30	Spring St	Waverly St	Crawford St	475	1,583	\$22.50	\$35,625.00	\$563,617.50	2" Mill & OL
4 (2020)	65	2000	16	Maytag Rd	Ceylon Ct	S Lake Shore Dr/W South St	158	281	\$22.50	\$6,320.00	\$569,397.50	2" Mill & OL
5 (2020)	65	1999	15	Maytag Rd	S Lake Shore Dr	Ceylon Ct	1,373	2,441	\$22.50	\$30,892.50	\$600,830.00	2" Mill & OL
			16	Alley	Geneva St/W Main St	Center St/Broad St	430	764	\$40.00	\$30,577.78		3" Mill & OL
			16	Alley	North St/Dodge St	Cook St/Broad St	470	836	\$40.00	\$33,422.22		3" Mill & OL
				Pedestrian Improvements						\$60,000.000		
				Sidewalk Repairs						\$30,000.00		
										\$754,830.00	Includes Survey/Eng/CM	

Being an integral part of this process allows our staff to hit the ground running when it comes to both maintenance projects and full reconstruction of streets and utilities. Using the knowledge we already have on hand, the kickoff meeting is merely a formality because we already know the type of rehabilitation treatment selected, whether it is a full reconstruction, a pulverize and overlay, or the more common mill and overlay.

We also know the location and length/area of curb and gutter and sidewalk replacements, areas of roadway replacement and removals, plan and profiles of utility replacements, typical sections, and construction details.

What we bring to the scope of each project is listed below:



Design and Construction: Our commitment to the City of Lake Geneva

Design and Bidding Services

- We utilize the latest survey equipment and technologies to continue to reduce the cost of design solutions for the City and improve the quality of plans. By using GPS survey equipment, our survey costs have been reduced by using more one-man crews.
- We utilize Autodesk Civil 3D for design to create three-dimensional plans that allow us to “virtually” build the projects before the contractors are on site. We see any potential conflicts with other utilities or errors in the plan before a contractor can generate a contract change order.
- Our QA/QC process includes the standard survey and plan review checklists but adds this next level of review (review of the model or virtual plan) to further improve the quality of our plans and reducing the risk of contract change orders.
- Utilizing this technology not only saves time during the design process and produces a higher quality plan set but also reduces as-built time and produces a higher quality GIS based systems map. Reduced engineering/CAD time increases value for the City.
- We produce clean, precise bidding documentation to clarify specification for the contractors; increased clarity equates to lower bids. We continuously review our bid documents to provide clarity and precision to the bid documents, specifications, and the contract agreement. We obtain feedback and make adjustments to the project manual based on comments from the following stakeholders:
 - City Staff: Documentation must comply with the way the City will fund the project to minimize City staff (and engineer’s) time focused on project completion. Your time is valuable, and accurate documentation from Kapur has minimized City staff efforts.
 - City Attorney: Assure the City is secure in completing the contract. If complications arise during a project, the proper steps are taken to protect the City’s interests and minimize any time/costs to resolve an issue.
 - Contractors: Listen to new ideas, they profit from efficiencies – why not include these ideas in our plans if valuable to the City!
 - Electronically bid plans: This dramatically reduced the cost of plan production and bidder tracking.
 - Thorough review of all bid documents and contractor’s qualification statements prior to recommendation of award to the Council.



Construction Management and Inspection Services

Construction Management is often thought of as a final phase of a municipal project. Construction Management starts at the inception of every project at Kapur, Inc. Our construction staff is consulted early in the design process when their knowledge and experience can provide the most benefit and cost savings to a project. Consequently, our projects consistently bid below budgeted amounts and contract change orders during construction are well below industry standards. Bids are sent out early to assist in opportunities for the best pricing.

The City can rely on Kapur to provide quality inspection, detailed reports and as-builts, and prompt and regular updates during construction projects. Quality inspection assures the contractor is providing all of the services in the manner and schedule that were bid. Finally, contractors that bid our municipal projects respect our construction management staff. This results in more contractors bidding and better pricing for your projects.



Construction Services offered:

- Quality Audit Review of Design Plans
- Construction Administration
- Construction Inspection
- Contract Administration
- Pre-Construction Meetings
- Regular Updates to City Staff
- Regular Contractor Meetings
- Available to Public
- Daily Log Reporting
- Manage Quantities/Pay Request
- Materials Testing
- Construction Survey
- Quality Control
- Scheduling
- Utility Coordination

Construction Administration Services

- Organize and manage the pre-construction conferences. Assure that the contractor has full understanding of the City's goals and address those critical items within the project's scope such as schedule, communication with property owners, environmental constraints, etc.
- Efficiently provide construction staking and survey services. Because we are building a model of the project during design, the entire design is loaded into the rover and one surveyor can stake any point on the project. This same rover is in the hands of our construction management staff, so if a point needs to be reset, we do not need to call in a surveyor to re-stake. This also allows us to keep the contractor moving. There is no need to wait for survey staff to get to the jobsite to re-stake.
- Provide thorough construction oversight and reporting. We feel this is the most important and valuable service we can provide to the City. The largest costs of an infrastructure improvement are the construction costs (80-90% of total costs). Assuring that the contractor is performing to the plans and specifications is vital to assuring the efforts put forth during the design stage of a project do not get wasted, the project will meet or exceed its expected useful life, and any cost overruns are managed. Our knowledge and ability to work fairly with the contractor all play a key role in the success of the City's construction projects.
- Log, photograph, and as-built activities daily. These records are tracked not only to confirm installation is completed appropriately but also to allow for quick access to information needed 10 days or 10 years after the work is done. Linking this information to an online GIS system ensures all data is available at the touch of a button to City staff located in the office or in the field.
- Construction oversight for both City of Lake Geneva and private development projects will be completed with the same level of care and effort.



We bid early with full packages to obtain bids below budget. Final costs remain low with below industry standard change orders

Other Services Tailored Specifically for the City of Lake Geneva

Natural Resources

Kapur specializes in natural resource issues as they relate to construction projects, and we are CPESC (Certified Professional in Erosion Control and Sediment Control) accredited. Our team of professionals has varied experience including wetland delineation and design and permitting of lakeshore and stream bank improvement. We serve our clients as an agency liaison (DNR, County, USACE, and EPA) and coordinator for various permitting and compliance issues related to the Clean Water Act.

These services will assist the City of Lake Geneva in protecting its waterfronts and the adjoining environmentally sensitive areas. Our CPESC background will help ensure “accidents” don’t happen that may impact the City for projects abutting the lakeshore.

Services offered:

- Wetland delineation
- Wetland mitigation & enhancement
- Ordinary High-Water Mark (OHWM)
Point of Navigability Determination
- Stream corridor restoration
- Lakeshore improvements
- Natural resource inventories
- Construction site erosion and sediment control
compliance inspection, management, and education
- State and Federal Grant applications
 - Runoff Management Grants
 - Stewardship Grants
 - Lake Management and Protection Grants
 - Coastal Grants
- Site Evaluation for Storm Water Infiltration
- Bioengineering and Green Infrastructure design
- Chapter 30, Water Quality Certification and NOI permitting



Protect City natural resources, waterfronts, and green spaces

Environmental Engineering

Kapur’s Environmental Engineering Department provides complete planning, permitting, design, and construction monitoring services for:

- Environmental / HazMat investigations
- Preparation of abatement and demolition documents
- Brownfield services
- Leaking underground storage tank remediation
- Emergency management plans and emergency spill response
- Environmental oversight during construction

Our Environmental Engineering Department has remained current with the changing WDNR and Wisconsin Department of Commerce regulations related to hazardous materials, remedial actions, stormwater and deicing runoff, environmental site closures, and remedial activities.



Review projects to avoid costly environmental surprises and redevelop areas needing remediation.

Services offered:

- Phase I Environmental Site Assessments
- Phase II Environmental Site Assessments
- Brownfield and SAG Grant Applications
- Brownfield Remediation and Redevelopment
- Underground Storage Tank Management
- Solid and Hazardous Waste Investigation and Remediation



Construction Signage And Staging

When designing the plan for construction signage for any project, we consider the distinct characteristics of each project environment including vehicular and pedestrian traffic, maintaining access to businesses and residences, and physical anomalies such as sight distance and ambient light. We then use this insight to determine the best sign configuration (size, color, static or dynamic, etc.) with an emphasis on safely informing travelers what to expect before entering the construction zone. Then, we design signage to maintain traveler awareness while through the construction zone informing them of the presence of work crews, alternate traffic patterns, or temporary/reconfigured access points. Finally, we include adequate signage to inform travelers when they reach the end of the construction zone

Utility Coordination

Kapur strives to reduce as many conflicts as possible during construction which is evident in our commitment to utility coordination prior to construction. We understand how utilities can affect project timing and costs. The first step to successful utility coordination is identifying where both public and private utilities are located. From there, we're able to notify the appropriate parties and review and approve relocation plans if necessary. We can then execute the utility contract and create a utility status report, so the contractor is given a clear picture of status of affected utilities prior to bidding.

Permitting

Having been in the industry for over 40 years, the Kapur team has worked alongside multiple agencies and regarding necessary environmental and construction permits including the Wisconsin DNR and WisDOT. Our team will work with the appropriate agencies to obtain all required permits for this project and keep the project running smoothly

Survey

Accurate surveys are critical to the success of any engineering project. Our professional survey team includes registered land surveyors and field crews with extensive knowledge in performing geodetic control surveys, section corner retracements, major boundary surveys, topographic surveys, and construction surveys. Our registered survey staff's experience with land description and land division activities assures accurate documentation, which minimizes future conflicts.

Services offered:

- **Parcel Mapping**
- **Property Boundary Surveys**
- **Construction Layout**
- **Monumentation (Public Land Survey System)**
- **ALTA/ACSM Land Title Surveys**
- **Subdivision Platting**
- **Construction Staking**
- **Right-of-Way Platting**
- **Land Records Research**
- **Legal Descriptions**
- **As-Built Surveys**
- **Zoning Maps/Descriptions**
- **Hydrographic Survey**
- **Topographic Surveys**



Using the latest in technology to save time and money.

- *LiDAR Scanning*
- *UAV Survey (Drones)*
- *GPS Rovers (One Man Verification)*
- *SPAR Underground 3D Locating*

CONTINUALLY COMMUNICATE WITH CITY

Throughout the course of a project, from planning to design and all the way through completion of construction, we rely on city staff and value their input. We speak with city staff to gather specific background knowledge they may have about certain problem areas or known issues within the city, to assist with preparing a street program, and subsequently designing and constructing the project.

Our coordination with city staff during plan preparation is vital to the review and commentary on progress sets to ensure we are meeting the city's desired results and expectations. We continually consult with city staff during design and construction to assist with decisions regarding budget impacts, alternative designs to achieve a better product, and to keep the project within the construction timeframe.

Communication is critical to the entire project and decision making process. We communicate with the city as often and frequently as they desire. Many small decisions are handled by our staff, any decisions that impact the city or its residents are discussed with city staff. This communication is part of our overall objective of providing the best product possible, and city input is part of that plan.

We document any critical decisions made during the project development, design, bidding, and construction process. If questions arise, either during the project or after, we have the ability to present documentation that shows a decision was made in a cooperative manner with city staff.





220 E. Buffalo Street
Suite 201
Milwaukee, WI 53202

P (414) 296-4333

www.msa-ps.com

June 18, 2021

Lana Kropf, City Clerk
City of Lake Geneva
626 Geneva Street
Lake Geneva, Wisconsin 53147

Re: Proposal for the City of Lake Geneva 2022 Street Improvement Program

Dear Ms. Kropf:

We at MSA Professional Services, Inc. (MSA) are excited about the opportunity to assist you and the City of Lake Geneva to enhance the infrastructure within your community. We have developed the enclosed proposal that includes a detailed scope of services that highlights our understanding of the project needs and deliverables, any assumptions we have made and explains our commitment to providing these services by dedicating the necessary time and personnel.

The project team we have assembled specifically for this project is supported by over 350 technical experts here at MSA. Many of the team members who have the availability and expertise to complete your upcoming infrastructure improvement projects are in our close Milwaukee and neighboring Madison offices.

In fact, many members of this project team have a personal interest in your community as we remember visiting Lake Geneva while growing up—and still to this day visit frequently to enjoy many activities the community offers. We understand the unique position the City is in to serve as such a large tourist destination, while also addressing the needs of both the residents who have been in the community for generations and newer residents drawn to the area for its appeal. Lake Geneva is certainly a community that stands out from the rest in many ways, and our team is excited at the opportunity to help enrich the City by delivering a beneficial and successful project.

MSA has recently completed successful projects with the Lake Geneva Utility Commission and has familiarity with the City. This experience has laid the foundation for a better understanding of the community's needs, and we plan to build upon that knowledge to deliver a quality product for your 2022 Street Improvement Program. Please do not hesitate to reach out to me using my contact information below. I look forward to getting to know you more and sharing what differentiates our firm from the rest, and why many clients in Wisconsin lean on us for similar services.

PROCESS & SCOPE OF SERVICES

PHASE 1 – ROAD EVALUATION

Project Kick-off Meeting

MSA will plan, attend, and facilitate a kick-off meeting with City Staff to discuss the timeline, site constraints, project objectives, project expectations, deliverables, and other issues for this project. After the meeting, MSA should also understand upcoming utility project needs which will be considered in the roadway selection process that may influence the decision process for roadways to be completed. The goal of these conversations will be to determine the streets that would be most beneficial to improve for the overall Lake Geneva community.



Lana Kropf, City Clerk
City of Lake Geneva
June 18, 2021



Site Visits

MSA will conduct site visits (with City staff if desired) of potential streets/alleys to be repaired. MSA will provide a thorough evaluation of the existing street conditions using visual observations and will assign PASER ratings to each street that is evaluated to ensure the ratings align with those listed in WISLR. Evaluation of curb ramps will also be included, where applicable, in each street that is evaluated for improvement. Aside from visual shortfalls, MSA will also consider stormwater flow and underground utility conditions of each roadway.

Selection of Streets for Reconstruction

After the street/alley walk-throughs, MSA will discuss the findings with City staff. If desired, GIS can be used to output road rankings based on a system that weighs out the determining factors. MSA is successful in implementing GIS output that can rank roadways to provide guidance on selecting projects. Factors such as PASER ratings, utility issues, traffic, and past repairs can be evaluated to complete a quick summary for helping us quickly focus our efforts.

The streets with potential improvement projects will move forward to have preliminary cost estimates completed. It is critical to have preliminary project estimating completed during planning for the 2022 budgeting process. Based on these preliminary cost estimates, MSA will work with City Staff to determine which streets will be recommended to the City Council for improvement. MSA will update the GIS Map Exhibit to reflect all potential improvement projects, including showing a summary of their costs.

Grant Applications

MSA will investigate if any of the proposed improvements would be projects to potentially qualify for grants. Potential grant opportunities would be discussed with the City Staff, and if appropriate, brought to the City Council. MSA can assist the City with completion of applicable grant applications as additional services, if authorized. MSA is a leader in securing funding for Wisconsin communities. We would not only consider funding for 2022, but for projects that may occur over the next five years. Our goal would be to come up with an improvement program approach that enables the City to seize any funding opportunities that present themselves.

City Council Meeting

If desired MSA will attend a City Council meeting during this phase to discuss the preliminary cost estimates and recommended streets for improvement as an additional service. The City Council will select the street improvements that are to be designed.

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Phase 1 Deliverables

- GIS map exhibit showing all potential roadways to be improved.
- Preliminary cost estimates of roadways to consider for improvement.
- GIS Map Exhibit showing all potential roadways to be improved, with their projected costs. (Roadways to be narrowed down from original list based on walk-throughs.)
- Recommendation of which roads to select for improvement.
- Recommendation of grant applications, if applicable.



PHASE 2 – PRELIMINARY DESIGN

The preliminary design stage includes the bulk of the design work – utility coordination, estimate preparation, plan design, realizing impacts that may occur outside of the right-of-way, understanding impacts to property owners, residents, businesses and tourists, and along with all of this, public outreach. This stage involves frequent coordination with City Staff to ensure plans are developing in the right direction to address the City's needs.

Project Management

MSA will provide project management for the preliminary design phase of the project. The project manager will be available to City Staff for communications regarding the project. MSA would attend the appropriate meetings to discuss design considerations with the City.

Design Kick-off Meeting

MSA will plan, attend and facilitate a design kick-off meeting with City Staff to discuss the timeline, site constraints, project objectives, project expectations, deliverables and other issues specific to the streets that were chosen. After the meeting the MSA project team and City Staff will have an understanding of the following for each road segment to be improved:

- General scope of street improvements.
- If roadway geometry needs to be evaluated for improvement.
- Sidewalk improvement goals.
- Stormwater management goals.
- How the project bid tab should look to address different funds that the project will be paid from.
- Review special assessment process.
- Determine how grading issues will be addressed (via TLE, temporary construction easement). Understand course of action to be taken where/if required.

Review Existing Records

MSA will review available records for areas of the projects being considered.

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Topographic Survey

Once a consensus of which streets will be reconstructed has been made, a surveyor will gather field data and utility information as necessary to supplement City records. A topographic model will be drawn for each street being improved. Existing right-of-way will be determined based on field monumentation and available survey and shown on the plans.

Verify Existing Field Conditions

MSA will visit the project site with the topographic survey information in hand in order to determine the correct information was gathered for design.

Utility Coordination

MSA will complete utility coordination with utilities along the project to evaluate potential conflicts, discuss potential upgrades companies may want to do while work is being completed in the area, and verify the information gathered from the project topographic survey matches the utility's records.

Soil Boring Coordination

In this stage, MSA will complete a review of the soil boring needs on the project and coordinate with a geotechnical firm to complete soils borings and provide a soils report for the project.

Preliminary Design – 30%

In this stage, MSA will complete 30% preliminary design of the roadway and storm sewer for streets to be improved. Preliminary plans will be completed using the City's policies and ordinances. MSA will incorporate applicable city standards into the design and plan set. At this stage, MSA will discuss tree protection or removals needed in order to accomplish the design and any other design considerations that may require Public Works or City Council input.

Preliminary Cost Estimate – 30%

MSA will update the construction cost estimate to reflect 30% plan stage.

Preliminary Design – 60%

In this stage, MSA will complete 60% preliminary design of the roadway and storm sewer for streets to be improved. Preliminary plans and specifications will be completed using the City's policies and ordinances. MSA will incorporate applicable city standards into the specifications, design, and plan set. Incorporation of City Staff feedback would be included in this phase. Verification of tree protection or removals needed in order to accomplish the design would also be required at this point. Grading concerns (steep grading, grading needs outside of the right-of-way) would be discussed.

Preliminary Cost Estimate – 60%

MSA will update the construction cost estimate to reflect 60% plan stage.

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Construction Staging & Scheduling

Around the time of 60% plans, MSA would also discuss proposed construction staging and scheduling with City Staff. A determination of construction staging, signing and scheduling will be made while also considering impacts to the tourist season. The goal of construction staging and signing would be to minimize the impact to tourists to the greatest extent possible, and similarly to minimize the impact to businesses who will be hoping to fully recover in the year 2022 from the impacts of COVID. A determination of businesses and the degree that they depend on tourism will be made. Another topic to discuss will be impacts to children commuting to school via bus, walking or biking, as well as community members with special needs who may need access in or around the project sites.

Public Information Meeting (PIM)

Around the time of 60% plans is a stage where public involvement can be beneficial. A PIM would be appropriate at this point to hear from residents and business owners who may have information that helps steer the design. In some cases, this is not necessary depending on the extent of a project that's chosen. If desired MSA can assist the City in planning and attending a PIM as an additional service.

Phase 2 Deliverables

- Proposed soil boring location map.
- 30% plans and construction cost estimate.
- 60% plans and construction cost estimate.
- List of any design considerations that require Public Works or City Council input.
- Proposed construction staging and scheduling.
- Maps of design for appropriate meetings.

PHASE 3 – FINAL DESIGN & BIDDING

The final design stage includes final polishing of the design work. This stage involves completing project permitting, incorporating the City's comments into the final bidding package, and closing any loose ends on the required utility coordination.



Project Management

MSA will provide project management for the final design phase of the project. The project manager will be available to City Staff for communications regarding the project. MSA will attend the appropriate meetings to discuss design considerations with the City.

Utility Coordination

MSA will complete utility coordination with utilities along the project to evaluate any issues once the plans are far enough along to be able to determine conflicts. There are several projects within the community that will potentially be impacted by utilities. Sheridan Springs and Sky Lane will require some potential utility improvements that will need to be coordinated with Lake Geneva Utilities.

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Final Design – Roadway & Storm Sewer

The project plans and specifications will be brought to final design for roadway and storm sewer improvements. At this point, all foreseeable project improvements will be included in the proposed bidding documents. Final incorporation of City Staff feedback would be completed.

Final Design – Sidewalk Ramps

Bringing curb ramps to ADA guidelines is a necessary part of construction. Design of intersection curb ramps would be included in the project deliverables. See the *ROW Sidewalk Ramp Upgrades Experience* section in our attachments for our methodology. MSA will provide the City with the final list of properties where temporary construction easements are needed.

Final Cost Estimate

MSA will update the construction cost estimate to reflect final plan stage.

Specifications

MSA will complete project specifications and full project manual in accordance with City standards.

Permitting

MSA will determine the permitting needs for the project. We are prepared to submit the permits necessary to complete the project work. Permitting will begin as early as possible in order to avoid last-minute hurdles caused by agency review.

City Council Meeting

If desired by the City, MSA will attend a City Council meeting to discuss the proposed bidding documents and to gain the City Council's approval to bid the project as an additional service.

Bidding Administration

MSA services during the bidding phase include the following:

- Prepare an Advertisement for Bids and send to the local paper.
- Post the project on Quest CDN.
- Upload bidding documents to Quest CDN for contractors for bidding.
- Attend a pre-bid conference, if deemed appropriate for the project.
- Answer bidders' questions.
- Prepare and issue clarifying data (addenda).
- Conduct bid opening, download and review bids in coordination with the City Clerk's office.
- Provide the Owner with the bid results via email.
- Assist the Owner in the selection of a general contractor.

Phase 3 Deliverables

- Final bidding documents including plans and specifications.

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- Final construction cost estimate.
- Maps of design for appropriate meetings.
- Permit applications for City signature.
- Preliminary Assessment Schedule.
- Final Special Assessment Schedule (updated to include bid pricing).
- Prepare clarifying data (addenda).
- Recommendation of bid award.

PHASE 4 – CONSTRUCTION

Construction Related Services (CRS)

If the City Council awards the bid, MSA will assist the City with construction related services (CRS). The project manager involved in the design of the project would continue their role as project manager during the construction stage, overseeing the bigger picture, while a construction manager would oversee construction activities and assist with scheduling of construction observation.

The preliminary construction services would include assisting the City with construction contract administration, providing submittal reviews, and planning, attending and facilitating one (1) pre-construction conference.

Once construction begins, MSA would provide construction observation of construction activities as requested. MSA will provide an eligible construction inspector with an extensive understanding of the project to oversee the road reconstruction process. The inspector will document the events and progress of the project, contact and inform property owners of any disturbance they may encounter, and answer questions or provide direction to the contractor when necessary. The exact activities that would be observed part time, full time or not observed would be discussed with the City before the construction phase began. Depending on what is included in each project, MSA and the City will work together to determine the best approach for having staff on site that balances goals and cost.

As part of the provided CRS, MSA will provide periodic report updates to the City throughout construction. If desired, we do have the ability to provide electronic field notes that can be reviewed daily reports by the community. Our communities can see this at any point from their own APPIA account. MSA will also encourage the timely submittal of payment applications from the contractor and will review and recommend said payment applications to the City. MSA will be available to attend City meetings as requested throughout construction.

Depending on the scope of each project segment, weekly meetings with the contractor and City are sometimes desired. MSA will determine the need for this, and discuss with the City, to determine an action plan for weekly progress meetings.

Project Close-out

The project close-out phase will include completing a preliminary post-construction walk-through noting

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items that need attention from the contractor. After those items are worked out with the contractor typically a walk-through with the project manager, construction observer and City Staff would be completed. MSA would assist the City in ensuring all punchlist items were addressed by the contractor. MSA would also recommend completing a spring walk-through of projects after they have been through their first winter within the 1-year warranty period.

Phase 4 Deliverables

- Log of daily construction reports.
- Project close out documentation and procedures.
- Record drawings.
- As-built topo of new utilities, if desired for City's GIS system.

SERVICES NOT INCLUDED IN SCOPE

The following services are not included in the scope fee but can be provided if necessary:

1. Right-of-way acquisition.
2. Design of water and sewer utilities.
3. Special assessment schedule.

CITY EXPECTATIONS

MSA intends to have an open flow of communication with the City of Lake Geneva throughout the project. Frequent communication between the City's project manager and the MSA project manager is crucial to meeting the City's expectations and schedule. MSA has the expectations that the City will:

- Participate and provide insight for recommendation of streets to be reconstructed along with various improvements.
- Provide available records relating to existing project conditions.
- Answer clarification questions to aid MSA through the design process.
- Provide payment for permitting fees.
- Provide payment for geotechnical firm to complete soil borings.

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City of Lake Geneva
June 18, 2021

SCHEDULE

It is understood that Lake Geneva has a heavy tourist population and limiting public inconvenience while keeping the aesthetic is a known priority. The construction schedule will be highly dependent on which roadways are chosen, the extent of improvements needed, where the roadways are in relation to residential areas, businesses and tourist attraction areas, and the weather.

PHASE	START	COMPLETE
Award & Execute Professional Services Contract	06/28/2021	07/09/2021
Phase 1: Road Evaluation	07/12/2021	08/27/2021
Phase 2: Preliminary Design*	08/30/2021	12/30/2021
Phase 3: Final Design & Bidding	1/3/2022	02/14/2022
Phase 4A: Construction Contract Administration, Submittal Review & Preconstruction Meeting	2/15/2022	04/08/2022
Phase 4B: Construction Work Occurring	04/11/2022	09/16/2022
Phase 4C: Project Close-out	9/19/2022	11/4/2022

**It would be ideal to complete 30% plans prior to finalizing the budget for 2022.*



Lana Kropf, City Clerk
City of Lake Geneva
June 18, 2021

PROJECT COST

PROJECT PHASE	PROFESSIONAL FEES
1 – Road Evaluation	\$2,000.00
2 – Preliminary Design	\$17,000.00
3 – Final Design & Bidding	\$13,000.00
TOTALS – DESIGN PHASE	\$32,000.00
4 – Construction	\$10,000 - \$20,000 Estimated Fee on Time & Material Basis*

*MSA provides construction related services (CRS) and project close-out on a time and material basis. The information with the proposal / RFP cannot fully determine the anticipated time without the opportunity to understand the full scope of the projects that are chosen. Due to the nature of the projects and potential assistance with the DPW, services can range for a street project. MSA will work with staff and make sure we fulfill expectations for CRS.

Sincerely,
MSA Professional Services, Inc.



John Jenkins, PE | Project Manager



Terri Meyerhofer, PE | Lead Project Engineer

MSA PROFESSIONAL SERVICES, INC.

MSA Professional Services, Inc. (MSA) specializes in the sustainable development of communities. We achieve this by building honest, open relationships that go beyond the project to become a trusted source of expertise and support for immediate challenges and long-term goals. Big or small, we do whatever it takes to meet each need, working to make communities stronger in the process. **It's more than a project. It's a commitment.**

MSA's roots reach back to the 1930s. Once a rural land survey company, our firm now consists of 350+ engineers, architects, planners, funding experts, surveyors, GIS experts and environmental scientists. MSA excels at helping clients identify grant and funding sources and then delivering high-quality, cost-effective solutions.

KEY STAFF

Our team is staffed to handle the needs of your projects. We are a group of experienced transportation and municipal engineers and surveying specialists backed by more than 350 other technical specialists who are accustomed to working together on similar projects. Our familiarity with each other will enable us to meet your workload and timeline requirements. **Specifically for this project, we have chosen a team that reflects the expected needs, including familiarity with similar-sized projects, and the expertise for the City, as well as a team who has a personal interest in seeing your community thrive.** Below are some of the people you will interact with on your upcoming street improvement projects.



John Jenkins, PE
PROJECT MANAGER

John will provide project leadership and serve as the City's primary point of contact. He has acted as village engineer for multiple municipalities and prepared scopes of work, budgets, construction plans, specifications, bidding documents, and construction estimates. He has also conducted meetings and coordinated project planning with clients, regulatory agencies, and the public. John's work includes the design of streets, storm sewers, designed streets, storm sewers, water mains, sanitary sewers, water distribution systems, stormwater management facilities, grading and erosion control plans. He is also skilled at coordinating construction with municipalities, utilities, contractors, and the public.



Terri Meyerhofer, PE
LEAD PROJECT ENGINEER

Terri provides municipal engineering and construction-related services to clients throughout southeastern Wisconsin. Her organization and attention to detail serves her well during the design phase of a project and in the field during construction. Terri's background includes a strong emphasis in municipal street reconstruction, and in those projects she has been involved in public coordination and outreach; business coordination and outreach; agency coordination; right of way acquisition; utility coordination; permitting; roadway design; public utility design and funding.



Joe DeYoung, PE
TEAM LEADER, QA/QC

Joe serves as engineer of record for numerous communities throughout southern Wisconsin. With an understanding of the opportunities and challenges Wisconsin's communities regularly face, Joe is an experienced team leader with expertise in design and construction inspection of municipal projects, funding opportunities, site plans and subdivision development. He works on all phases of engineering projects, including design, inspection, quality control, layout surveying and construction staking, for both public and private clients. He is skilled in the preparation of construction contract documents including construction plans and specifications.



Brian Huibregtse, PE, PTOE
SR. TRAFFIC ENGINEER

Brian's 17 years of experience has included design, construction and management of projects from scoping through PS&E, such as interchanges, rehabilitations, urban streets and rural highways. Brian excels in environmental documentation, agency coordination, Trans 220 utility coordination, traffic ICE reports, design study reports, TMPs, public involvement, construction staging and PS&E documentation. He also leads MSA's effort on ADA and MUTCD compliance and is extremely familiar with guidelines and requirements for areas within the public right of way.



Jon Goetz
CONSTRUCTION OBSERVATION ENGINEER

Jon provides a wide range of skills, particularly construction observation. Based out of MSA's Milwaukee office, Jon is proficient in AutoCAD, Civil 3D, fire flow testing, construction observation and survey work. His enthusiastic personality and positive attitude make him a pleasure to work with.



Brad Stuczynski, PE,
LEED® AP
UTILITIES ENGINEER

Brad works closely with municipal governments planning, designing, and constructing water, sanitary sewer, and storm sewer infrastructure systems. Since starting at MSA in 2003, he has grown to specialize in potable water supply systems for Wisconsin municipalities. These projects include planning, report writing, estimating, scheduling, coordination with funding programs, as well as fulfilling requirements of state and local governmental review agencies.



Amber Converse
SR. GIS ANALYST

Amber is a geographic information systems (GIS) professional with experience in the application of GIS technologies for support of engineering design/construction projects and information management. She has a strong background in both scientific and engineering projects. Prior to joining MSA, Amber provided spatial data management and support for renewable energy engineering design and construction. Her experience includes map production, database management, GPS and survey support, web-based mapping and spatial modeling with Esri ArcGIS software.



Kevin Lord, PE, PLS, ENV SP
SR. PROJECT SURVEYOR

Having served as project manager on numerous municipal projects, including parking and paving design, Kevin understands the importance of staying within budget and is able to provide clients with guidance, helping them understand the long-term implications and goals of every project. He is familiar with permitting processes, surveying services, including developing transportation project plats, plats of surveys, plats of highways, plats of subdivision, easement surveys, airport surveys, utility surveys and topographic surveys.

AVAILABILITY

Based on our honest commitment to our clients, we immediately establish accountability of all personnel involved in a project's completion. When our team starts a project, we analyze the proposed schedule and compare it to each team member's potential workload. We then obtain commitments from all individuals on the project team to complete the work as identified within the proposed schedule. This approach helps to foster a team mentality and results in personal accountability of all team members involved.

In addition, MSA utilizes a client liaison system, in which a single professional is responsible for all communication with a particular client. This "single-point-of-contact" approach ensures that your community will receive consistent, personalized communication throughout the duration of your project, and well into the future.

ROADWAY DESIGN PROJECTS

JANESVILLE, WI

The City of Janesville has been experiencing a revitalization of their community and investing in a number of infrastructure projects. For over a decade, MSA has provided roadway design services to the City for the majority of their most complex roadway improvements. These designs have ranged from rural-to-urban conversion projects to roadways that run through their historic downtown. The following roadways have been designed by MSA:

***Ruger Avenue, W. Milwaukee Street, Main Street,
Milwaukee Street Bridge, River Road, Rotamer Road,
Morse Street, Deerfield Drive, McCormick Drive***

Due to MSA's diversity of services, our in-house team has provided traffic engineering, landscape architecture, stormwater analysis, water main and sanitary sewer design, utility coordination, environmental services and street lighting design — and for all of these projects, maximizing efficiencies and minimizing design costs. Our team has also completed a number of right-of-way plats for the City that have included both easements and new right of way for the roadway projects. MSA has also then led the acquisition services for the City.

MSA is currently working on the E. Milwaukee Street project for the City that runs within five historic districts and will include streetscaping enhancements and upgraded sidewalks to improve ADA compliance in their downtown. The most recently constructed road project is the Ruger Avenue design that included the conversion of a rural two-lane road to an urban cross section with new bike and pedestrian accommodations. Improvements to crosswalks was a priority to improve access to the adjacent parks.



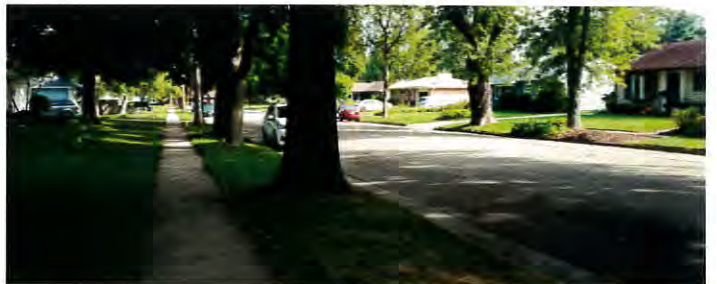
TASKS	BUDGETED	EXPENDED
Engineering Design	\$364,000	\$364,000

HUBBARD AVENUE RECONSTRUCTION

MIDDLETON, WI

MSA worked with the City of Middleton to complete the design for approximately 1.3 miles of residential urban street reconstruction and incorporate public opinion into the design process. The goals of the project were to address deteriorating street conditions, needed utility improvements and alleviate flooding issues at three intersections.

MSA provided the topographic survey for the project and drew in the project right of way. The survey was tailored to the City's desire to spot repair curb throughout the majority of the project. The design scope included design of storm sewer and of select intersections in order to address flooding issues. The full project limits included design of water main, spot repair of sanitary sewer and design of roadway improvements. The process also involved assisting the City with holding a virtual public information meeting and fielding questions from residents. The challenging part of the design included providing alternate designs for one segment of the project that would add sidewalk while saving trees. The final design in this segment included narrowing the roadway and adding sidewalk, which ended up saving all of the trees in the project corridor. Project work also included assistance with



TASKS	BUDGETED	EXPENDED
Engineering Design	\$59,495	\$59,495
General Fund – Street Construction & Professional Construction Related Services (CRS)*	\$1,465,000	\$1,447,245
Water Utility Construction	\$1,050,000	\$726,677
Sewer Utility Construction	\$400,000	\$296,424
Total	\$2,974,495	\$2,529,843

and organization of the special assessment process. MSA will complete construction-related services for the project, which have begun with construction contract administration and submittal review. Construction will be complete by fall of 2021.

*The City's budget did not separate out the street construction costs from the Professional CRS. The CRS Services are not yet complete. The table reflects total contracted amount for CRS in the "Expended" column.

ON-CALL TRANSPORTATION EXPERIENCE

WISCONSIN DELLS, WI

Wisconsin Dells is very similar to Lake Geneva in being known for its seasonal increase in traffic. The Dells, an area of only approximately 5,000 permanent residents, bursts with over four million visitors annually. For the past decade, MSA has become the City's consultant of choice for a wide range of traffic engineering projects including signal design, circulation studies, roundabout design, public involvement, signal retiming, pedestrian studies, traffic impact analyses and downtown parking analyses.

MSA views our relationship with the City as a mutual partnership, with the goal to enhance the success of the City for those who live and visit the community.

A specific example of our work was the Downtown Alternative Traffic Study (2017-2018). MSA reviewed existing conditions throughout the downtown. Traffic counts were completed that showed during the summer peak, over 20,000 pedestrians and 26,000 vehicles utilize a number of intersections in the core of downtown Wisconsin Dells. The goals of the study were to improve pedestrian accommodations, vehicle progression, parking utilization and improvements to public spaces. Also included was the evaluation of three different circulation alternatives that were intended to spur redevelopment, relieve congestion and expand the downtown area. At the end of the study, MSA provided new traffic signal design plans at a critical intersection.



TASKS	BUDGETED	EXPENDED
Engineering Design	\$105,193	\$104,219
Engineering Construction Related Services (Hourly)	\$89,215	\$89,215
Construction	\$754,050	\$738,420
Total	\$948,457	\$931,853

ROW SIDEWALK RAMP UPGRADES EXPERIENCE

MSA prides itself in providing equal access for all abilities, and as such, takes meeting the Americans with Disabilities Act (ADA) guidelines for sidewalk curb ramps very seriously. **For the City of Janesville, MSA evaluated every intersection for ADA compliance and utilized GIS for management of the improvements. MSA, and Brian Huibregtse, have not only presented this project at local conferences but also have been selected to present at the National APWA conference.** MSA always stresses the importance of upgrading ramps to current ADA guidelines when recommended or required by law. To meet these guidelines, we follow the WisDOT Standard Details, which regularly are updated to stay in compliance with ADA. We also promote these details, as they also factor construction tolerances into their design to give contractors a small level of flexibility during construction to ensure the ramps are built compliant. In our experience, meeting guidelines often means lowering existing sidewalks, which in turn can pose challenges. In some cases, pedestrian curb is required behind the sidewalk, or when unavoidable, temporary easements or construction permits may be needed for grading purposes. The process for obtaining these easements varies by funding type. We are well equipped to assist municipalities with temporary construction easements, permits and exhibits, and if asked, are comfortable approaching property owners to discuss the easements. MSA has internal staff who are passionate about accessibility, have trained our engineers, and have also presented classes at the state and national level on the subject. With our experience, we are positioned to help you make the City of Lake Geneva accessible for all.

WHAT OUR CLIENTS ARE SAYING

Below is contact information for four clients who have worked with members on this project team on similar projects. We encourage you to reach out to them directly for more information about the services we provide and their experience working with us.

JANESVILLE, WI | ROADWAY DESIGN PROJECTS

BRAD REENTS | ASSISTANT CITY ENGINEER

P: (608) 373-6070

E: reentsb@ci.janesville.wi.us

MIDDLETON, WI | HUBBARD AVE. RECONSTRUCTION

RICH WEIHERT | ENGINEERING TECHNICIAN

P: (608) 821-8383

E: rweiher@ci.middleton.wi.us

WISCONSIN DELLS, WI | ON-CALL TRANSPORTATION EXPERIENCE

CHRIS TOLLAKSEN | DPW

P: (608) 253-2542

E: ctollaksen@dellscitygov.com

LAKE GENEVA UTILITY COMMISSION | DODGE TOWER RAISING & SEWER SYSTEM MODELING

JOSH GAJEWSKI | UTILITY DIRECTOR

P: (262) 248-2311 ext. 6115

E: jgajewski@lguutilities.org

June 21, 2021

Mr. Tom Earle
Director of Public Works
City of Lake Geneva
626 Geneva Street
Lake Geneva, WI 53147

raSmith

CREATIVITY BEYOND ENGINEERING

16745 W. Bluemound Rd.
Brookfield, WI 53005-5938

RE: Request for Proposal | City of Lake Geneva 2022 Street Improvement Program

Dear Mr. Earle:

raSmith is pleased to be considered for the City's 2022 street improvement program. raSmith has over 165 professionals in our Wisconsin offices, which includes experts in municipal engineering, roadway design, water resources, wetlands, and structural engineering. Our project team is very excited about the opportunity to provide exceptional services to the City of Lake Geneva. Cory Horton, a former Director of Public Works and City Engineer for the City of Fitchburg, will manage the project for raSmith and be your primary contact. We believe he is an excellent fit for your project due to his diverse experience in various municipal engineering projects, his ability to understand the community's viewpoint, and his ability to collaborate well with staff, citizens, and elected officials.

During evaluation of a consultant, please consider the following advantages that raSmith offers:

Extensive Experience

raSmith's municipal services division only serves local municipalities, so all staff are sensitive to the needs of communities. We are regularly involved in annual road improvement programs for 11 community clients each year. We are knowledgeable and trusted in the industry. Our municipal staff of engineers, technicians, and specialists allows us to provide the right personnel when needed and with the right experience.

Project Approach

Our reputation as a trusted advisor to our clients revolves around our ability to solve even the most complex challenges in a common sense and cost-effective manner. While we certainly draw from our experience, we look at each project individually to identify and recommend the best solutions. raSmith understands the scope of services desired and has provided similar services for our community clients.

Staff Availability & Schedule

raSmith has a reputation for delivering projects on time while maintaining the highest quality standards for our clients. Based on the likely schedule for the work, we are able to meet the expectations of Lake Geneva. We also have a large construction services and survey staff to enable us to promptly schedule work and personnel as needed to facilitate a smooth and successful design and construction sequence.

Thank you for the opportunity to provide our proposal for this exciting project.

Sincerely,
raSmith



Leonard J. Roecker, P.E., PLS
Director of Municipal Services

Firm Qualifications

raSmith is a multi-disciplinary consulting firm comprising civil engineers, structural engineers, land surveyors, development managers, landscape architects, and ecologists. Our services are focused on our public and private sector clients' needs in design and construction including land development, site planning and design, structural engineering, municipal engineering, transportation and traffic, surveying, construction services, and geographic information systems (GIS). We work on projects nationwide.

Our mission is to design with vision, deliver excellence, and provide the most responsive service to our clients. Simply stated, raSmith offers the City of Lake Geneva the luxury of local design professionals with the benefit of deep and varied regional experience.



Municipal Engineering

Since 1979, raSmith has served as the engineer of record for many cities, villages, towns, counties, and utilities. On a daily basis, we offer creative solutions to communities as they work to both maintain and improve their transportation system, structures, water and wastewater systems, parks and open spaces, and public safety facilities. At raSmith, we advocate for practical, cost-effective solutions. Our municipal staff is invested in strong project management, communication, and responsiveness.

Services include:

- Right-of-way public infrastructure design
- Land surveying
- Structural engineering
- Sanitary and storm pumping & lift stations
- Wastewater treatment facilities
- Wastewater facilities planning
- Operating and maintenance manuals
- Sewer use ordinances
- Sewer user charge systems
- Construction services and shop drawing review
- Flow attenuation CSO/SSO
- Sewer system evaluation studies (SSES)
- Capital improvement planning
- GIS mapping

Key Staff

We have assembled an experienced, diverse design team to exceed the City of Lake Geneva's expectations for the 2022 Street Improvement Program. Learn more about our design team in the following overview and resumes.



Cory Horton, P.E., CFM, CPESC, Env-SP | Project Manager

Cory is a municipal senior project manager at raSmith. He brings more than 20 years of experience in the industry. Most importantly, he has worked directly in the government sector as a Director of Public Works / City Engineer, County Engineer, and even served as an elected official (Village Trustee). This gives him the ability to see projects from different viewpoints and helps our team to design solutions that will work for the citizens, the staff, and your elected officials. As a Director of Public Works, he was responsible for implementing road programs and capital projects. This

experience has given him unique tools to stretch available funding to obtain the biggest impact. This also gives him a unique staff perspective as well as knowledge of working with citizens before, during, and after the project. He is an excellent communicator who will keep you informed on the projects' progress and issues. If issues arise, you can trust Cory to identify these early on and come to you with **solutions**.

The following is our experience for selected clients who utilize our full municipal engineering services.

Town of Lake Mills, 3 years

Assist with development reviews, stormwater design, roadway design, permitting, grant writing, and infrastructure maintenance.

Village of Nashotah, 21 years

Town of Delafield, 22 years

Develop annual road paving program; review development plans; prepare reports for the Plan Commission; attend Plan Commission and Town and Village board meetings, as necessary; drainage problem investigation and resolution; inspection of construction by developers; coordination of projects with surrounding municipalities and County; NPDES stormwater permit compliance; erosion control inspections; grant application preparation; salt storage building construction coordination; surveying, inspection of construction by developers; zoning administration; office hours two partial days per week.



Village of Raymond, 16 years

Town of Ixonia, 9 years

Plan and plat review; attend meetings as requested; develop stormwater utility (Raymond); paving program design and inspection; stormwater project design and inspection; and grant application.



Village of West Milwaukee, 28 years

Department of Public Works management; street system design and construction; sewer and water design and construction; and facilities management.



Village of Greendale, 17 years

Street design and construction; stormwater/drainage management; GIS implementation; and MMSD sanitary sewer I&I study.



Village of Butler, 21 years

Park path design and improvement; sewer and water issue consultation; Hampton Avenue rehabilitation design; parking lot improvement design; drainage problem resolution; project cost estimating; and grant applications (EPA and Fund for Lake Michigan).



Current Ongoing Town/Village/City/County Engineer & Annual Paving Programs

Village of Nashotah
Village of West Milwaukee
Village of Butler
Village of Greendale
Village of Darien
Town of Delafield
Town of Ixonia
Town of Lake Mills
Village of Raymond
Village of Salem Lakes
Town of Wheatland
Town of Brighton
Kenosha County

Communities Served Through Project Design Within the Last Two Years (in addition to the communities listed above)

City of Fitchburg
City of Middleton
City of Wauwatosa
City of St. Francis
City of South Milwaukee
City of Sun Prairie
Village of Pleasant Prairie
Village of Sussex
Village of Mount Pleasant
City of Franklin
City of Portage
City of Oak Creek
City of Madison
City of New Berlin
City of West Allis
City of Brookfield
City of Muskego
City of Cudahy
City of Fond du Lac

W Carroll, W Conant, and Summit Road Reconstruction, City of Portage

raSmith Manager: Cory Horton, P.E., CFM, CPESC, Env-SP

Reference: Aaron J. Jahnke, P.E., Director of Public Works/City Engineer, (608) 742-2176, ext. 325

Engineer's Estimate vs Construction Cost: Estimate \$1,500,200 Construction Cost—\$1,441,744

This 8,600-foot long local streets reconstruction took place in three phases. The three phases involved the design of the reconstruction of West Carroll Street and West Conant Street from Wisconsin Street to Pierce Street. The design also included Summit Street from West Carroll Street to River Street. Along West Carroll, West Conant, and Summit Streets the existing roadway and curb and gutter were extremely deteriorated, and the existing infrastructure did not provide adequate stormwater drainage. The watermain and sanitary sewer were beyond their functional lifespan and the roadway lacked pedestrian safety and accessibility. To address these issues, raSmith's designs included pedestrian improvements (new curb ramps, new sidewalk as well as multi-use paths along Summit St.), new curb and gutter, new storm sewer, sanitary sewer reconstruction, new water main, new sanitary force main, and in-place sanitary sewer rehabilitation.



The purpose of the project was to improve pavement condition, underground utility infrastructure, and pedestrian safety. raSmith provided survey, staking and layout, engineering design, specifications, bidding documents, and record drawings. The project presented many challenges including steep slopes, tight right-of-ways, many driveways, preservation of trees, maintaining adequate access to the roadways as well as utilities for the residents during reconstruction, and floodplain management. raSmith successfully addressed these concerns, resulting in the construction of phases one and two in 2018 and 2019. Due to other roadway construction in the city, phase three has an anticipated construction date in 2022.

Kirkwood Avenue Reconstruction, City of St. Francis (Currently In Progress for their 2021 Road Improvement Program)

raSmith Manager: Tim Barbeau, P.E., PLS

Reference: Melinda K. Dejewski, P.E., Director of Public Works/City Engineer, (414) 481-2300

Engineer's Estimate vs Construction Cost: Estimate \$493,311 Construction Cost—\$519,711 (City added scope)



raSmith provided survey and structure inspection, engineering design, specifications, and bidding documents for the rehabilitation of this 900-foot-long local street. The existing roadway was deteriorating, and the pavement was in poor condition. The project was bid as an asphalt pavement with concrete pavement as an alternate. Design services included storm sewer improvements, spot repair of curb and gutter, reconstruction of accessible curb ramps, asphalt pavement milling and paving, and utility adjustments.



Project challenges included the replacement of shallow storm sewer at intersections, which was addressed by reconfiguring the storm system, reducing pipe sizes, and installing manholes in the terrace to accommodate minimum cover. All accessible curb ramps were detailed with spot grades to ensure compliance with current ramp requirements, which resulted in curb flow line modifications. By detailing the intersection ramps and storm sewer, we were able to adjust final road grades, storm catch basin grates, and curb to meet all desired design grades.

City of Wauwatosa Village Redevelopment

raSmith Team: Troy Hartjes, P.E., Dave Reiter, P.E., Matt Garon, P.E., Ryan Mann, John Bruggeman, P.E., PTOE

Reference: Mike Steiner, P.E., Assistant City Engineer, City of Wauwatosa, (414) 479-8974



The City of Wauwatosa undertook a \$25 million, four-phase redevelopment of its downtown area well known as “The Village of Wauwatosa.” This urban center is a mix of historic architecture and European character where people enjoy walking, biking, eating and shopping. At the core of this redevelopment project is a new curbsless plaza, allowing the roadway to be shared with pedestrians and vehicles. Distinctive to this project are the decorative bollards (lighted posts) that outline the roadway and parking lanes that create a pedestrian-friendly design. The bollards (rather than curb and sidewalk) provide a flush design and maximize space, while still providing a safe environment for motorists

and pedestrians. This unique, plaza-type open space appeals to those visiting the downtown area as well as to increase opportunities for economic development.

The uniqueness of this project includes: eight blocks of roadway and utility reconstruction, intersection realignments, four traffic signal replacements and one new traffic signal, back-in parking on one-way streets, parklettes for on-street dining, two park redevelopments, a unique water feature, decorative festoon string lighting over State Street, LED light poles, railroad pedestrian crossings, pedestrian bridges, riverbank improvements, hollow sidewalks, European-style brick pavers, wayfinding signs and kiosks, and bike racks. raSmith provided all civil engineering, traffic and roadway planning, and construction services. Extensive project coordination was necessary to accommodate existing and new development, private developments underway during construction, and local businesses remaining open during construction.

2019 Fitchburg Construction Observation, City of Fitchburg

raSmith Manager: Cory Horton, P.E., CFM, CPESC, Env-SP

Reference: Tracy Foss, P.E., Utilities Engineer, (414) 481-2300

Engineer’s Estimate vs Construction Cost: Developer funded—costs not known

raSmith assisted the City of Fitchburg with construction engineering services for several developments that occurred in 2019. The developments included Terravessa, a 162-acre, 157-lot mixed use-residential development; Fahey Fields Phase 3, an 18-lot single-family development expansion; and the East Cheryl Parkway roadway reconstruction and roundabout construction.

raSmith staff provided resident project representation during the installation of new storm sewer, sanitary sewer, watermain, curb and gutter, street lighting, landscaping, sidewalk, multi-use paths, roadway construction, erosion and sediment control, and coordination with local businesses and residents. Plans to communicate early and often with stakeholders of the projects were established and maintained throughout each project. raSmith worked alongside City of Fitchburg representatives to keep everyone up to date on each project’s progress and anticipated schedule so that all representatives on the projects could speak to issues and discuss how those issues would affect concerned businesses and residents.

Terravessa observation entailed not only the areas mentioned above, but also included unforeseen storm sewer replacement, coordinating between different contractors and subcontractors, and project setbacks due to weather. Fahey Fields construction had a tight deadline to meet in order to begin building homes for the Parade of Homes in 2020; this deadline was met in the proposed timeframe. The East Cheryl Roundabout was completed within the 60-day roundabout shutdown, and the Fahey Glen road extension was completed in spring of 2020.



Project Approach

Project Understanding

The City of Lake Geneva has continued its commitment to the residents of the City by progressively making continuous infrastructure improvements. The improvements for the projects cited in this RFP include developing a street improvement strategy that aligns with the City's Capitol Borrowing Schedule and sidewalk SSA program to identify and maintain streets and rights-of-way throughout the City. This street improvement plan must consider the tourist season when thinking about scheduling, prioritizing locations, and minimizing impact to residents and visitors alike. We are very familiar with these project areas and are able to identify key elements, potential challenges, and critical activities that must be properly designed, monitored, guided, and enforced. Listed below are some of the key aspects of our qualifications and approach to meeting the City's needs.

Communication & Coordination

Early and ongoing coordination and communication are key to the success of any project. As such, our management, design, and inspection staff will meet with the City's project manager before the start of the project to establish the best means of communication for all parties involved. Our staff will participate in preconstruction meetings and progress meetings throughout the duration of projects. Our staff will report concerns to the City's project manager and work toward proper resolutions. Our staff has experience with project coordination and is skilled at addressing and managing public relations concerns that may arise. Staff are also equipped with smartphones and laptop computers, ensuring accessibility.

Design Services

With a total staff of over 215 people, raSmith brings a tremendous depth and breadth of experience to the table. We have most services that you could need — all under one roof. At the same time, we are small enough to provide a very personal approach to customer service. Our division focuses on municipal engineering with extensive experience in all aspects of public infrastructure. We also have many specialties covered including: surveying, water resources, structural engineering, roundabout design, traffic engineering, landscape architecture, and a DNR-assured wetland delineator.

Cory's knowledge as a previous director of public works also gives us unique knowledge of City infrastructure and

process. This gives us the ability to "see the big picture" from day one. We will work in concert with City staff to minimize design time and costly plan revisions. We are also available, as needed, to participate in public meetings and the public involvement process.

Project Surveying

raSmith has one of the largest cadre of survey crews (11 crews!) in the state. We are adept at using the latest surveying technology to produce accurate results. We have cutting-edge, land-based Total Station and GPS equipment, aerial surveying capability, laser scanning capability, and even equipment for completing bathymetric surveys under water. raSmith survey crews will be scheduled to provide the necessary surveying for the project. Our large surveying capacity will make sure the survey is completed efficiently, and that adequate design time is available to meet the project deadlines.

Selection of Roads to be Resurfaced

We understand that you would like assistance with developing your street program. While the PASER road condition is one tool for prioritizing road projects, consideration should be given to existing utilities (storm, sanitary, and watermain) within the proposed streets prior to resurfacing. raSmith is accustomed to working hand-in-glove with our clients to prepare a road program with robust metrics for identifying and prioritizing road improvements. This means that we will coordinate with City staff within the Utility Commission to identify any potential defects in the existing utilities prior to resurfacing. Any information that the City can provide based on past televising reports or maintenance requests will aid in ensuring the utilities will not weaken the longevity of the future roads. raSmith frequently assists our clients in developing a matrix to best identify the projects with the biggest bang for the buck. Beyond road condition, we also look at traffic volume, road speed, safety concerns, drivability, future utility replacements, economic development, and life cycle cost benefits.

The City of Lake Geneva has identified four roads in their five-year Street Program Plan that they would like to address in 2022. These streets include: Campbell Street (S Lake Shore Drive to S Wells Street), Sky Lane Drive (W Main Street to Linda Street), Spring Street (Crawford Street to Waverly Street), and E Sheridan Springs Road (Interchange N to

Project Approach

Edwards Boulevard). The City also identified that they may want to move up Cook Street from Main to Wrigley and Wrigley Street from W Main Street to Broad Street to the 2022 improvements list. These six streets total 4,919 linear feet and 21,331 square yards of improvements. raSmith evaluated the different streets and concluded that the five streets required various forms of resurfacing. raSmith suggests that the Campbell, Spring, and Wrigley Street corridors be mill and overlay. The severe spider cracking on Sky Lane Drive suggests that a full reconstruct may be necessary to correct subgrade issues. If the City does not have access to past soils information, a geotechnical subconsultant could be added to the scope and fee at a later time to analyze the existing roadway and determine the causes of the base failure. This would help to ensure the correct solution is applied for Sky Lane Drive. All pavement treatment measures will ultimately be reviewed and approved by the City.

With the high pedestrian traffic, it is of utmost importance to ensure people of all abilities are able to enjoy the City of Lake Geneva and all it has to offer. With that in mind, accessibility needs to be provided with proper ramps that meet ADA requirements. raSmith has experience checking existing ramps for proper requirements, as well as a strong background in designing ramps that meet the ADA codes. raSmith can complete a pre-design survey with levels to determine which ramps are out of compliance and then detailed survey attained for those ramps out of compliance. Design will include minimizing grading outside the right-of-way by including pedestrian curb in certain circumstances and will utilize WisDOT experience in providing a means to either attain compliance with ADA requirements or establish detailed parameters and documentation when those ramps are not able to be brought into compliance.

After input from staff, we then work to develop costs for various solutions, such as overlay paving, mill and overlay, pulverize and pave, and full reconstruction. Although these may not be fully reflective of the work to be performed on a roadway, it will allow a relative comparison between roadways based on cost. Taking into account the evaluation matrix with cost and input from public works staff, a priority list is developed. Depending on the budget, we will work with the public works staff to determine which roads can be improved. The desired outcome is to develop a list of roads and budgetary numbers that can be extrapolated out for 5 to 10 years to

either determine the budget needed or to determine the amount of roadways that can be improved, given the budget constraints.

Let's face it — budgets are tight. We need to stretch our dollars to make the biggest impact, and thoughtful evaluation and planning are essential for success. Once the road program is set up, we can also assist the City with setting long-term road funding strategies, grant writing, and even funding mechanisms to reduce impact to the general fund, reduce reliance on borrowing, or to reduce special assessments. We even have key staff who are involved with developing transportation utility fees for various municipalities throughout Wisconsin to reduce or remove special assessments altogether.

List of Alternate Locations

We understand that certain roads with a lower PASER rating may not be high on the priority list due to ADT. If any additional projects are taking place in the City of Lake Geneva that would encourage a road resurfacing at the same time, raSmith is open to the suggestion and willing to work with City staff to make the necessary adjustments a reality.

Utilities

One of the biggest causes of project construction delays and cost overruns is inadequate utility coordination and relocation. We anticipate utility notification and coordination will be ongoing throughout the design process, as discovery during design will lead to dialogue with all invested parties. As soon as the project scope is determined, utilities will be contacted to provide them with ample time to prepare for the upcoming projects.

We will evaluate all facilities in order to develop a design that considers all utilities attempting to minimize all utility conflicts. We will look to minimize conflicts with utilities, but we recognize some relocations will likely be needed.

Required Permitting

raSmith has provided permitting services to many municipal clients in the past and is well-versed with DNR permit requirements from NOI to Chapter 30 individual permits, City-specific permitting, and other permits that may be required for road projects and disturbance.

Project Approach

Preparation of Engineering Specs/Contract Documents/Construction Signage

raSmith believes that the success of any project comes down to good communication and clear guidance. So often communication and guidance breaks down within specifications and construction documents. This is why raSmith takes extra care when preparing plan sets and specifications. Our field experience mixed with our design knowledge allows us to see the bigger picture and predict potential hiccups within construction, which helps us to design with a greater understanding. We will provide the City of Lake Geneva specifications and construction documents to help with a smooth project completion. We also have experience designing construction signage plans.

We understand that the tourism in Lake Geneva is critical to the success of the City, and that having proper and clear construction signage, detours, and guidance for City residents and visitors alike is of utmost importance for an enjoyable visit.

Timeline

We are prepared to provide these services for the City to ensure that you are able to bid the projects, review contracts, and prepare for the construction in a timely manner. Since Lake Geneva is such a popular tourist destination, we understand that avoiding peak tourism times is ideal for a smooth construction period. raSmith will help to prepare construction contracts with contractors to ensure that not only is it economical to construct the project, but also that impacts to businesses are minimized. This means working through a specified timeline with contractors and entering into an agreement that if the schedule is not met, then there will be liquidated damages for the inability to stick to the timeline. We are also open to creating designated work days/hours (for high congestion/traffic areas such as Wrigley Drive). This can create a construction schedule that corresponds to times when traffic/tourism is not as busy.

Cost Estimates

raSmith has an extensive database of unit prices from recent projects that can be used to prepare accurate construction cost estimates. Using these real life unit prices within the SE Wisconsin region, raSmith is able to generate sound cost estimates to provide the City with a clear picture of what it will take to fund these street projects. If the estimates are greater than the funds available, raSmith will work alongside the City to find a

meaningful solution that will provide the City with lasting improvements, rather than a band-aid fix.

Advertisement of Project/Bid Opening/Bid Tabulation/Recommendation to City/Contract Acceptance with Clerk's office

raSmith is experienced in the entire public bidding process. From start to finish, we will walk alongside you and provide the City of Lake Geneva with all necessary bidding support services. We have experience providing advertisements via the newspaper, newsletters, phone calls, and online bidding services such as QuestCDN. We can provide a pre-bid meeting and issue any necessary bid addenda and responses to contractor questions. Once the bids have been submitted, we will provide bid opening services. Once bids are received, raSmith will review all bids, create a tabulation, and conduct reference checks. Using quality and cost in concert with one another, raSmith will provide the City with a recommendation for the lowest responsible bidder. While cost is important, ensuring that the City receives quality construction that will result in a long-lasting street is of utmost importance. Once the City has decided on the winning bid, raSmith will work alongside the City Clerk's office to prepare contract documents (contract/bonds/insurance/etc.) for the selected contractor.

Coordination of Construction Meetings/Project Inspection in Cooperation with DPW/Pay Requests/Project Closeout

Once a contract has been established, raSmith is equipped to help the City with as many construction logistics as deemed necessary. raSmith staff have experience leading preconstruction and weekly update meetings, taking meeting minutes, and communicating between municipalities and contractor throughout the entire construction process. raSmith firmly believes that clear communication abates many issues and ultimately leads to a better project product.

Our staff has the experience and expertise to accurately assess construction processes, perform material inspection, and ensure project compliance. We will also make sure all inspection staff are familiar with and coached on the Lake Geneva standards.

- We take the stance that no matter what is constructed, it is only as good as the

Project Approach

foundation it is built on. raSmith inspectors have a solid understanding of base preparation, including excavation below subgrade, compaction, proof rolling, and proper construction methods to ensure subbase and bases are properly graded and compacted.

- We take a proactive stance on environmental concerns and protecting the environment. Our inspection staff understands erosion control and is adept at looking forward to ensure proper stabilization and seeding timelines. Most importantly, we work with the contractor to find ways to improve erosion and sediment control while minimizing costs.
- We will also be cognizant of issues that extend beyond the construction boundary. We know that many issues can arise such as noise, dust, dewatering, traffic control, parking, and coordination with utilities. We will work with the City and contractor to address these issues in order to minimize complaints.
- Inspection of asphalt/concrete work on this project will begin by verifying source materials and mix designs followed by checks for proper installation, slopes, and ADA compliance. Our staff is aware of the changing standards for ADA compliance and will work with the survey crew as well as the contractor for proper installation.
- Our inspectors also have experience tracking quantities and preparing pay requests. raSmith even has digital inspection forms that track quantities, daily activities, and erosion control measures, and we can generate multiple pay requests at any increment the City would prefer. Construction inspection notes can be provided within 24 hours of the activities completed or at a time interval chosen by the City.
- We understand that responsiveness is of utmost importance during construction. We strive to answer all inquiries in a very timely manner. We provide a direct line to management staff that can address any concerns quickly. This connection will be available to you, your residents, and your businesses.
- Our billing for construction observation field time will be for only time on-site. This allows our staff to provide better value than even firms with a local office.



CITY OF LAKE GENEVA 2022 STREET IMPROVEMENT PROJECT							
	Sr. Project Manager	Civil Engineer	Civil Technician	Survey Manager	Survey Crew	TOTAL HOURS	TOTAL TASK COST
Hourly Rate	\$172	\$131	\$127	\$141	\$105		
Task 1. Kickoff Meeting							
A. Meet with City Public Works Department to review scope and work plans, establish schedule	4	4				8	\$1,212
Task 2. Select Roadways							
A. Evaluate 5-year plan. Create roadway selection matrix based on condition/ADT/safety/economic development/etc.	2	8				10	\$1,392
B. Meet with City Public Works Department to select final roads for inclusion in the 2022 program	2					2	\$344
C. Meet with City Public Works Department to select alternate road locations for the 2022 program	2					2	\$344
Task 3. Project Surveying							
A. Request utility locates					1	1	\$105
B. Complete site survey for final and alternate road locations				4	120	124	\$13,164
Task 4. Utility Coordination / Permitting							
A. Utility and permitting coordination meeting	2	2				4	\$606
B. Permit Applications	4	4				8	\$1,212
Task 5. Plans Specifications and Construction Estimates							
A. Plan Preparation							
(i) Title sheet							
(ii) Typical cross sections and general notes							
(iii) Special details							
(iv) Plan and profile sheets - streets							
(v) Cross sections (at 50' intervals)							
(vi) Traffic control plan including detour plan							
(vii) Erosion control plan							
(viii) Project overview map							
(ix) Marking and signing plan	16	60	120			196	\$25,852
B. Specifications and Estimates	8	16				24	\$3,472
Task 6. Bid Phase Assistance							
A. Bid advertisement and posting	2	2				4	\$606
B. Pre-bid meeting	2					2	\$344
C. Bid Addenda and responses to questions	2	4				6	\$868
D. Bid opening, tabulations, reference checks and recommendation	4	8				12	\$1,736
E. Bid acceptance	2	2				4	\$606
Task 7. Construction Phase Assistance							
A. Project coordination meetings	4	4				8	\$1,212
B. Construction observation	8		80			88	\$11,536
C. Pay requests	2		8			10	\$1,360
D. Project closeout	8		8			16	\$2,392
TOTAL HOURS	74	114	216	4	121	529	
TOTAL COST	\$12,728	\$14,934	\$27,432	\$564	\$12,705		\$68,363
TOTAL COST \$68,363 TOTAL HOURS 529							

2022 Street Improvement Program

City of Lake Geneva

Tom Earle

Director of Public Works

Cory Horton, P.E., CFM, CPESC, Env-SP

Project Manager

Tim Barbeau, P.E., PLS

Quality Assurance/Quality Control

SURVEY

**Michael Ratzburg,
PLS**

Survey Manager
Survey Services

Survey Crew

11 Survey Crews

ENGINEERING SERVICES

Dave Reiter, P.E.

Senior Project Engineer
Design/Specifications

Heldi Jeninga, EIT

Design Engineer
Design/Specifications

Steve Roncke

Senior Engineering
Technician
Plan Preparation

Stephen Peterson

Engineering Technician
Plan Preparation

CONSTRUCTION SERVICES

Paul Schafer, P.E.

Construction Services
Manager
Construction Observation

Cory L. Horton, P.E., CFM, CPESC, Env-SP

Senior Project Manager



Cory is the municipal senior project manager for the Madison office of raSmith. With more than 20 years in the industry, Cory has extensive experience with municipal engineering, water and natural resources, and development projects.

Project Experience

City of Fitchburg, Fitchburg, WI: Previously the Director of Public Works and City Engineer for the City of Fitchburg. Cory oversaw a staff of over 40 and was responsible for oversight of the engineering, building inspection, parks, utility, streets, and building maintenance divisions. Reviewed numerous developments from the land division process through construction. Responsible for implementation of capital projects and budgets for the City's Public Works Department.

Central Park Place Roundabout, Fitchburg, WI: Cory was the project manager responsible for project facilitation and permitting for the extension of Central Park Place and design of a new roundabout. The project included wetland delineations, roundabout design, coordination with the City, surrounding property owners, and permitting. Construction will occur in 2019.

Carroll Street Reconstruction, Portage, WI: Cory was the engineer of record responsible for this 8,600-foot long roadway reconstruction project for the City of Portage. The project included full street reconstruction, pedestrian improvements, new storm sewer, sanitary sewer reconstruction, new water main, new sanitary force main, and in-place sanitary sewer rehabilitation. Phase one was completed in 2018 and phase two was completed in 2019. Phase three has an expected construction of 2021.

Lacy Road, Fitchburg, WI: Cory was responsible for this TAP-funded roadway reconstruction project in the City of Fitchburg. The reconstruction added a 1.5-mile-long 10-foot-wide multi-use path, buffered on street bike lanes, water and sanitary sewer extensions, the construction of a new roundabout, as well as the reconstruction of the roadway from a rural to urban cross section. Cory was involved with the TAP application, public involvement, design, property acquisition, permitting, public bidding through the WisDOT process, and construction observation for the project.

Roadway Improvements and Design Engineering, Mundelein, IL: Project manager for the complete redevelopment of streets within an existing neighborhood that consisted of narrow roads, 30- to 33-foot rights-of-way, and inadequate pavement drainage. An existing draining channel from Diamond Lake bisected the area and caused frequent flooding. A new 30" storm sewer bypass was designed to alleviate this flooding, along with other storm sewer improvements to address the roadway drainage. The road was completely reconstructed with new curb and gutter and sidewalk.

Coordination with Lake County Stormwater Management, Illinois Department of Transportation and the U.S. Army Corps of Engineers was required.

Education

M.S. Civil and Environmental Engineering, University of Wisconsin–Madison, 1999
B.S. Civil Engineering, University of Wisconsin–Madison, 1997
A.S. Engineering Science, College of DuPage, 1995

Professional Registrations

Professional Engineer: Wisconsin, Illinois

Certifications

Certified Floodplain Manager
Certified Professional in Erosion and Sediment Control
Envision Sustainability Professional

Professional Affiliations

American Society of Civil Engineers
American Public Works Association

Timothy G. Barbeau, P.E., PLS

Quality Assurance/Quality Control



Education

B.S. Civil Engineering, Marquette University, Milwaukee, 1990
B.S. Construction Administration, University of Wisconsin-Madison, 1982

Professional Registration

Wisconsin Professional Engineer
Wisconsin Professional Land Surveyor

Professional Affiliations

American Public Works Association
National Society of Professional Engineers
Institute of Transportation Engineers, Wisconsin Section

Continuing Education

Sustainable Design in Public Works
Stormwater Detention Basin Design
Roadway Maintenance Workshop
Plan Commissioners Workshop
Pavement Management for Local Roads
Planning and Zoning for Community Land Use Management
Pipeline Design Life Seminar
Improving Public Works Construction Inspection Skills

Tim has more than 32 years of civil engineering and surveying experience, and has been with raSmith for more than 25 years. Tim's main focus has been serving area municipalities, both as a municipal engineer representing the community and as a project engineer/project manager for numerous and varied projects. He has strong skills in public relations with private citizens, elected officials, regulatory agencies, and other municipal engineers. In fact, Tim makes presentations at the communities he serves, attends public involvement meetings for all of his road improvement projects and meets with individual property owners on a regular basis. His dual registration as an engineer and surveyor and his extensive experience as a municipal engineer allow him to play a key role in our service to municipal clients.

Project Experience

Bay Lane Road, City of Muskego, WI: Project manager and design advisor for a mixed combination of rural and urban road reconstruction sections, placing storm sewer in some ditches to accommodate a pedestrian path, widening sections for student pickup at a local school and developing stormwater management for the project.

South Kansas Avenue, City of St. Francis, WI: Project manager for the complete reconstruction of 1350 lineal feet of S. Kansas Avenue between E. Layton Avenue and S. Whitnall Avenue. Work included survey, curb and gutter, sidewalk, roadway, driveway approaches, and storm sewer. The project was specified and bid for both asphalt and concrete.

Weyer Road, City of Pewaukee: Project manager for 4,000 feet of two-lane rural road reconstruction and water main improvements. Work included improving vertical curves, new roadside ditches, extension of culverts and new base course, and asphalt surface. Water main extension was approximately 8,000 feet along Duplainville Road and Weyer Road.

Les Paul Parkway Water Main Extension, Waukesha Water Utility, Waukesha, WI: Project manager for this two phase 11,000-foot, 24-inch and 12-inch water main extension in STH 164/59. Work included design, permitting from Union Pacific RR, WisDOT, WDNR, and the City of Waukesha. Challenges included minimizing work in the WisDOT pavement; traffic control design, phasing, cathodic protection decisions and avoiding multiple wet and dry utilities.

South Kingan Avenue Reconstruction, City of St. Francis: Project manager for complete reconstruction (rural to urban) of this 900-foot local street between E. Lunham Avenue and E. Denton Avenue that included survey, storm sewer improvements, new curb and gutter, and concrete pavement, sidewalk, driveway approaches, and utility adjustments. The project was specified and bid for both asphalt and concrete.

Drexel Avenue Road Reconstruction, City of Oak Creek: Project manager for this 3,300-foot, two-lane rural to four-lane urban reconstruction project; included coordination with WisDOT, Oak Creek and the utilities. Work included ground improvements through wetlands, floodplain and a bicycle and pedestrian path.

David R. Reiter, P.E. — Senior Project Engineer



Education

B.S. Civil Engineering, Marquette University, May 1998

Professional Registrations

Professional Engineer: Wisconsin, 2003
E.I.T. Certificate, 1997

Professional Affiliations

American Society of Civil Engineering

Dave has 17 years experience in a broad range of civil engineering areas such as utility design, drainage, paving, grading, and preliminary site engineering reports. Dave also has experience as an inspection engineer with the Wisconsin Department of Transportation and private consultants. His inspection experience includes storm sewer, sanitary sewer, water main, paving, grading, landscaping, retaining wall and curb and gutter installation. In addition, Dave has worked on survey crews using total stationing equipment.

Project Experience

Weyer Road, Pewaukee, WI: Design and plan preparation for 4,000 linear feet of 2-lane, rural road reconstruction and water main improvements; work to include improving vertical curves, new roadside ditches, extension of culverts and new base course and asphalt surface. Water main extension to be approximately 8,000 linear feet along Duplainville Road and Weyer Road.

CTH Q, Kenosha County, WI: Design and plan preparation for a roundabout intersection, 2,600 linear feet of roadway, 1,600 linear feet of new storm sewer, and a stormwater pond.

CTH K, Kenosha County, WI: Design and plan preparation for 4,900 linear feet of roadway, 6,500 linear feet of new storm sewer, and a stormwater pond.

Petrifying Springs Park Dam Removal & Bridge Construction, Kenosha County, WI: Design, plan preparation and specifications for 2,600 linear feet of roadway. Work included redesigning of the vertical alignment to facilitate a new bridge, grading of the park area, erosion control, and layout of pedestrian and multi-use paths.

S. 41st Street Redevelopment District Public Utilities & Public Street Improvements Projects, West Milwaukee, WI: Design and plan preparation for public utilities and public roadways improvements. Work included designing of the vertical and horizontal alignment of the public roadways, public utilities, erosion control, traffic control staging, pavement marking, and permanent signage. Infrastructure: 2,000 linear feet of public storm sewer, 370 linear feet of 12-inch public water main, 1,200 linear feet of 8-inch public water main, 600 linear feet of 12-inch public sanitary sewer, 400 linear feet of 8-inch public sanitary sewer, and 1,700 linear feet of public roadway.

Town of Salem Highway & Fire Facility, Salem, WI: Design and plan preparation for site grading, approximately 2,260 linear feet of new roadway and 1,340 linear feet of new storm sewer.

Morris Street and Evert Street Water Main/Sanitary Sewer Relay, Pewaukee, WI: Design and plan preparation of 1,300 linear feet of water main relay and 100 linear feet of sanitary sewer relay.

Heidi Jeninga — Design Engineer, EIT



Education

B.S., Engineering: Civil/Environmental Concentration, Calvin University, 2019

Professional Affiliation

American Society of Civil Engineers
American Public Works Association

Heidi joined raSmith's municipal division as a civil engineer upon graduation from Calvin University. Her experience includes design, analysis, inspection, and drafting for roadway and sanitary sewer rehabilitation projects. Additionally, Heidi is proficient in Civil 3D, ArcView GIS, AutoCAD, Environmental Protection Agency Storm Water Management Model (EPA-SWMM), and Hydrologic Engineering Center's River Analysis System (HEC-RAS) and Hydrologic Modeling System (HEC-HMS).

Inspection Project Experience

Miscellaneous As-Needed Inspections, Fitchburg, WI: Provided as-needed inspection services for the City of Fitchburg to oversee road construction, sidewalk and curb ramp construction, water main, storm sewer, and sanitary sewer installation, as well as conduct water main pressure and leakage tests, and conduct erosion control checks for various projects during the 2020 construction season.

East Cheryl Roundabout Inspection, Fitchburg, WI:

Oversaw the construction of the East Cheryl Roundabout in Fitchburg, WI. Including, but not limited to, roadway, sidewalk and path, water main, storm, and sanitary sewer installation, subgrade and final grade checks, mandrel tests, water main and sanitary pressure tests, and soil and erosion control checks.

North Road Drainage Inspection, Ixonia, WI

Oversaw the construction of 9,000 linear feet of road side swales, placement of 11 CMP culverts, and paving of driveways. Prepared daily inspection reports of site events, conducted weekly erosion control inspections, and recorded quantities and prepared pay requests.

Site Development Project Experience

SAFStor Ski, LLC, Town of Madison, WI: Provided engineering stormwater design services to size and design a detention pond, biofilter, and stormwater pipe conveyance system to meet the 100-year storm event requirements. Drafted and submitted multiple permits including an NPDES NOI WRAPP, County zoning, stormwater, and erosion control permits, as well other local town permit requirements.

Bedsoe 3, Los Angeles, CA: Provided stormwater services to analyze requirements for underground storage, modular wetland systems, and necessary pumps, summarized all City and County requirements in a formal Low Impact Development Report, designed necessary details, as well as prepared water quality, private water main and private sewer plan sheets.

The Center at Lake Mead, Las Vegas, NV: Designed ADA-compliant sloped walkways and ramps for six different building entrances, prepared a SWPPP report for the County, and provided design and drafting support for preparation of construction documents.

Steve A. Roncke — Senior Engineering Technician



Education

A.A., Civil Engineering Technology,
Milwaukee Area Technical College,
1986

Professional Affiliations

Milwaukee Area Technical College
Advisory Board
Trustee on the Hale Park Water Trust
Member of City of Muskego Board of
Review and other City committees

Steve has more than 30 years of experience in the drafting and layout of all types of public works projects. His experience includes the drafting and layout of sewer, water main, and highway rehabilitation and reconstruction. Steve has also served in a construction observation role for many of the projects he's designed, giving him valuable perspective on design and construction techniques.

Steve is proficient in the use of the latest versions of AutoCAD and MicroStation. He is responsible for the quality control of all projects that leave the office and prepares record drawings for all of the communities that raSmith serves.

Project Experience

Village of Allouez 2019 Street and Utility Reconstructions, Brown County, WI
St. Francis 2018 & 2019 Street and Utility Reconstructions, Milwaukee County, WI
Village of West Milwaukee 2019 Street and Utility Reconstructions, Milwaukee County, WI — Design and Construction Inspection
Drexel Avenue Reconstruction, Oak Creek, WI
Village of Nashotah Annual Road Improvement Program (2013 to present), Nashotah, WI — Design and Construction Inspection
Town of Delafield Annual Road Improvement Program (2013 to present), Delafield, WI — Design and Construction Inspection
Town of Raymond, 2013 Road improvement Program, Raymond, WI
Hilltop Sanitary Sewer, Germantown, WI
Franksville Interceptor Sewer, Caledonia, WI
Quick Drive Sanitary Sewer, Caledonia, WI
Hoods Creek Lift Station and Force Main, Caledonia, WI
Prairie Crossing Sanitary Sewer Relay, Caledonia, WI
Maple Avenue, Town of Delafield, WI
WIS 26 (Fort Atkinson Bypass) New Construction, Jefferson County, WisDOT, SW Region, WI
WIS 59 Bypass Design, City and Town of Waukesha, WisDOT, SE Region, WI
WIS 59 reconstruction, City and Town of Waukesha, WisDOT, SE Region, WI
CTH ES (National Avenue) Reconstruction, Cities of New Berlin and West Allis, WI: Waukesha County Transportation Department
WIS 164 Reconstruction, Waukesha County, WisDOT, SE Region, WI
WIS 175 Reconstruction, Fond du Lac County, WisDOT, SE Region, WI
CTH C Reconstruction, Racine County, Racine County, WI
WIS 181 Rehabilitation, City of Milwaukee, WisDOT, SE Region, WI

Additionally, Steve has been responsible for the Quality Assurance/Quality Control oversight of numerous public works projects in the following communities:

Town of Caledonia Utility District #1
Towns of Delafield, Salem and Port Washington
Villages of Butler, Nashotah, Pewaukee, Greendale and West Milwaukee
Cities of Muskego and New Berlin

Stephen Peterson — Engineering Technician



Education

Associate Degree in Civil Engineering,
Madison Area Technical College
Bachelor of Science in Geography,
University of Wisconsin-Whitewater

Technical Skills

AutoCAD Civil 3D, ArcMap GIS

Stephen Peterson has 11 years of drafting and design experience in municipal engineering. He has worked on multiple projects for local municipalities, including drafting in AutoCAD Civil 3D, construction observation and GIS tasks.

Project Experience

Drafting and Design

AD German Warehouse Parking Lot, City of Richland Center, WI
Laughlin Road, Sunset Trace Neighborhood, Town of LaGrange, WI
Wisconsin Street Culvert Replacement, City of Sturtevant, WI
Hillside Heights Storm Water, City of Fitchburg, WI
Carroll Street Improvements Phase 2 & 3, City of Portage, WI
Well Construction, Village of Belleville, WI
Sparta Dam Repair, City of Sparta, WI
Water Main Loop, City of Tomah, WI
Downtown Street and Utility Improvements, City of Rhinelander, WI
Tomah Lake Bike Path, City of Tomah, WI
Main Street and County HWY P—Utility and Street Improvements,
Village of Cross Plains, WI
Street and Utility Improvements, University Bay Drive, Village of Shorewood Hills, WI
Street and Utility Improvements, Village of Maple Bluff, WI
Force Main Construction, City of Rhinelander, WI
Sanitary Sewer Interceptor, City of Rhinelander, WI
Baskerville Harbor Bulkhead Repair, City of Middleton, WI

Construction Observation

Albion Road Reconstruction, Town of Albion, WI
Dallman Road Culvert Project, Town of Albion, WI
Meadow Crossing Phase 4, City of Sun Prairie, WI
The Reserve Phase 2, City of Sun Prairie, WI
Reiner Road Reconstruction, City of Sun Prairie, WI
Terravessa Development, City of Fitchburg, WI
Fahey Fields Phase III, City of Fitchburg, WI

Surveying

The Reserve Phase 1, City of Sun Prairie, WI
The Reserve Phase 2, City of Sun Prairie, WI
Meadow Crossing Phase 4, City of Sun Prairie, WI
Meadow Crossing Phase 5, City of Sun Prairie, WI
Menards, City of Sun Prairie, WI
Smiths Crossing Phase 18, City of Sun Prairie, WI
Force Main Construction, Village of Cottage Grove, WI

Record Drawings and GIS Mapping

Sanitary Sewer Interceptor, City of Rhinelander, WI
Downtown Street and Utility Improvements, City of Rhinelander, WI
Water Main Loop, City of Tomah, WI
Meadow Crossing Phase 4, City of Sun Prairie, WI
Meadow Crossing Phase 5, City of Sun Prairie, WI

Paul Schafer, P.E. — Construction Services Manager



Education

B.S. Civil Engineering, University of Wisconsin-Platteville, 1999

Professional Registration

Wisconsin Professional Engineer

Professional Certification

PCCTec-I

Awards

"Associated Builders and Contractors Gold Award," 2010 Edwards Boulevard Project, Lake Geneva
Municipal/Utilities Industry Advancement Program Fund Scholarship, Associated General Contractors of Wisconsin, 1999

Paul has more than 20 years of experience in construction management for large development projects, street reconstructions, utilities, subdivisions, water towers, and water and wastewater facilities. His knowledge in construction management also includes preparing contracts, pay requests, cost estimating, performing quality control reviews on plans and specifications, daily project management, scheduling inspectors and surveyors, and as-built drawings and quantities. As Assistant Director of Construction Services at raSmith, Paul is in charge of coordinating and overseeing both municipal and private construction projects. He also manages and schedules more than 30 staff members in different construction services.

Project Experience

Emmertsen Road Reconstruction, Village of Mt. Pleasant, Racine County, WI: Performed construction management for this \$2.2 million road reconstruction converting a rural road to urban concrete pavement. This 1500- foot-long section of roadway has an adjacent school requiring coordination, detention basin, 72-inch storm sewer, drain tile, and DOT signal coordination.

TID #1—Red Cloud Drive, Village of Mt. Pleasant, Racine County, WI: Performed construction management for this \$3.8 million road construction of a new roadway adjacent to STH 20 including new watermain, sanitary sewer, storm sewer, borrow fill, curb and gutter, asphalt pavement, landscaping, and WisDOT coordination. Most of the roadwork was completed while STH 20 was shut down in front of the project site.

Beres Road Reconstruction, City of New Berlin, WI: Performed construction management for this \$1.1 million one-mile-long roadway reconstruction project. Project consisted of a complete reconstruction of a 24-inch thick roadway section including a clear stone layer an drain tile, storm sewer improvements, and water way crossing.

Rogers Drive Road Reconstruction, City of New Berlin, WI: Performed construction management for this \$2 million one-mile-long roadway reconstruction project. Project consisted of a complete reconstruction of a 24-inch thick roadway section including a clear stone layer an drain tile, storm sewer improvements, limited wetland disturbance, and coordination with a 24-hour Fed-Ex facility.

Village Redevelopment Project, City of Wauwatosa: Performed construction management on the first and fourth stages of the Village revitalization project. These \$6 million and \$4.5 million projects consisted of replacement of the 12-inch water main, sanitary sewer relay and new storm sewer infrastructure. Roadwork improvements consisted of roadway and sidewalk pavers, Silva Cell tree infrastructure, limestone benches, a water feature ,and overhead string lights. The project also involved rehabilitation of the expansion joints on Harmonie Bridge, structural rehabilitation on an adjacent pedestrian bridge and rail road pedestrian crossings. In addition to oversight of the work, coordination of the work around business and residential deliveries and foot traffic constantly provided an additional dimension to this project.

Michael J. Ratzburg, PLS — Survey Manager



Education

Associate Degree in Civil Technologies,
Gateway Technical Institute, 1988

Professional Registration

Wisconsin Professional Land Surveyor

Professional Affiliations

Wisconsin Society of Land Surveyors,
Member, Past State Representative

Mike joined raSmith's surveying division in 2019 with more than 30 years in the field. His experience encompasses all facets of surveying: ALTA boundary and topographic surveys, construction layout, Certified Survey Maps, plats of survey, and WisDOT and county right-of-way plats. Mike has additional experience staking roads, underground utilities, buildings and other new construction structures, as well as UAS (unmanned aircraft systems) and UAS software. His past projects have consisted of varying scopes and sizes.

As a senior project manager, Mike uses teamwork and his vast surveying knowledge to efficiently and creatively manage survey crews and maintain client relationships. This results in projects successfully completed on time. Excellent communication skills also help Mike resolve any project issues that may arise.

Project Experience

Right-of-Way Plats

WIS 32, Kenosha County
WIS 31, Racine County
WIS 190, Waukesha County
WIS 33, Washington County
WIS 60, Dane County
WIS 59, Walworth County
National Avenue, City of West Allis
CTH K, Washington County
CTH I, Ozaukee County
16th Street, City of Racine
CTH MM, Racine County
CTH Q, Waukesha County
STH 69, Wisconsin Department of Transportation
88th Street, City of Kenosha

ALTA/NSPS Land Title Surveys

Milwaukee Regional Medical Center, Wauwatosa
Columbia St. Mary's Hospital, Milwaukee
Milwaukee Art Museum, Milwaukee
Marquette University, Milwaukee

Utility Engineering & Construction

Wisconsin Power & Light Power Plant, Portage
We Energies Power Plant, Pleasant Prairie
Ixonia Gas Lateral, Waukesha County

Construction Management & Staking

WIS 16, Waukesha County
WIS 32, Racine County
WIS 31, Kenosha County

raSmith

CREATIVITY BEYOND ENGINEERING

June 21, 2021

Mr. Tom Earle
City of Lake Geneva Department of Public Works
1065 Carey St.
Lake Geneva, WI 53147

Re: Proposal for 2022 City of Lake Geneva Street Improvement Project

Dear Mr. Earle:

Ruekert & Mielke's (R/M) experience working with lake country and tourist communities and ability to utilize technology such as drones and GIS apps will be used to enhance the City of Lake Geneva's already successful street improvement program. This letter presents our proposed scope of services, schedule, and fees based on your needs determined from your request for proposal dated May 11, 2021. R/M has great experience helping communities plan, design, and manage the construction of their annual street programs, and we are excited by the prospect of assisting the City of Lake Geneva address the community's pavement needs and continue the success of the current street program.

R/M has reviewed the City's current roadway network and most recent PASER ratings in depth, and staff have familiarized themselves with recent and upcoming street program selections and treatment strategies. In our opinion, the City's current strategy of resurfacing around 2.5 miles of the lowest rated roads has been successful and has put the City in a great position to maintain the overall quality of its roadway network for the foreseeable future. As presented in the City's current 5-Year Street Plan, the 2022 program is consistent with this strategy, continuing to rely on PASER data as the basis for street selection. R/M's proposal for the 2022 Street Improvement Project reflects this and assumes the inclusion of the streets and alleys as listed for the 2022 program in the provided 5-Year Street Plan document.

R/M is willing to modify the program in whatever way will most benefit the City of Lake Geneva. In R/M's Statement of Qualifications submitted in March, we suggested a few modifications to the City's annual program based on our experience with similar municipal street and sidewalk programs, and we feel would be beneficial for Lake Geneva to consider. We believe that by instituting a few changes to the program the City can enhance the planning, design, and construction of roadway and sidewalk improvements, with greater emphasis placed on long term program planning, advance communication with residents, and construction approaches that fit the City's unique challenges during the summer months.

These enhancements begin with flying a high-precision survey grade drone and obtaining a high-resolution photo of the area of improvements. For the 2022 Lake Geneva Street Program, R/M is planning to utilize existing GIS imagery and data to prepare roadway plans, with supplemental topographic data collected for curb ramps, alleys, and as needed elsewhere. This is consistent with how street programs have been prepared for the City in the past. R/M suggests, however, that the City consider looking ahead and collecting survey grade drone data and imagery of the roads, alleys, and sidewalks included in not only the 2022 Street Program, but the entirety of the 5 Year Street Plan.

The City has a very comprehensive idea of the areas scheduled for improvement for the 2021-2025 street programs. By completing a drone survey of these areas, the City would be able to plan and complete much of the work for each program as early as possible, including assessing the full extent of sidewalk and curb ramp removals, areas in need of base repair, curb and gutter replacement, and ultimately impacts to residential properties. Return trips to the field by survey crews that happen frequently as projects grow and change over time would be eliminated, and the imagery collected by the drone would serve as a high-resolution base map for a variety of future projects in the City.

As mentioned, a key benefit to collecting this data for the 5 Year Street Plan improvement areas is the ability to determine the extent of impact each project will have on residents as early as possible, including special assessments or temporary easements. Combining this proactive approach with the sidewalk inventory tools in R/M's GIS platform would allow the City to more effectively manage annual sidewalk improvement projects. Evaluation of sidewalks using the GIS platform can provide a useful tool to flag areas most in need of improvement, aid the City in selecting areas for each year's program, and alert residents of upcoming impacts and special assessment costs well in advance of construction. Once the scope of an annual program has been decided, a portion of the GIS website which shows the location and extent of improvements can be shared with the public to avoid confusion and rushed acquisition of temporary easements. Communities also use this tool to monitor the status of ongoing work as projects progress and log any amount of useful information related to the improvements. Splitting the City into different zones or quadrants would be an additional step to ensure all areas are being addressed equally.

We also spoke in our Statement of Qualifications about the challenges the City of Lake Geneva faces as a popular tourist destination during the summer months, and the increased importance of a smooth and timely construction process in "high impact" areas of the City as a result. R/M's experience with paving projects in similar high traffic volume areas of communities can help ensure that the correct approach to construction is being utilized on the most critical streets and allow the City to select streets based on criteria that go beyond PASER ratings. In addition to our experience with unique construction staging in the Village of Fontana-on-Geneva Lake, R/M recently managed a roadway paving project for several streets in the downtown area of the Village of Hartland. To accommodate traffic volume and decrease closure time on these "high impact" streets, R/M required paving to take place within 6 days after milling of the road's surface occurred. This approach provided a unique solution to addressing the pavement needs of a highly trafficked commercial area of the Village and would give the City of Lake Geneva an effective option while considering the inclusion of any downtown streets in future street programs.

While each of these strategies have proven to be important contributors to successful projects that R/M has managed in the past, we understand that the City of Lake Geneva has developed a very effective street improvement strategy that has appropriately addressed the pavement management needs of the community. As long as these needs are being met and the City is happy with the results, then there is little reason to vary from this strategy. R/M will work closely with City staff and the Public Works Committee to help manage and implement a street program that best fits the City's needs.

The scope of services offered for the 2022 City of Lake Geneva Street Improvement Project is presented in more detail in the following section:

SCOPE OF SERVICES

Task 1 - Topographic Survey

- A. Contact Diggers Hotline.
- B. Topographic survey of two alleys
- C. Topographic survey of accessible ramps within project limits
- D. Download, format, and compile data.
- E. Prepare a Topographic and Utility Survey.

Task 2 - Engineering & Design.

- A. Meetings with City Staff and Public Works Committee
- B. Selection of Roads
- C. Develop Project Schedule
- D. Utility Coordination
- E. Plan Preparation.

Mr. Tom Earle
Proposal for 2022 City of Lake Geneva Street Improvement Project
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- i. Prepare Title Sheet.
- ii. Prepare General Notes & Specifications Sheet.
- iii. Prepare Construction Details.
- iv. Prepare Street Improvement Plan.
- v. Prepare Alley Reconstruction Plans.
- vi. Prepare Accessible Ramp Reconstruction Plans.
- vii. Prepare Traffic Control Plan.
- viii. Prepare Utility Improvement Plans as needed.
- F. Cost Estimates for All Improvements
- G. Permitting.
- H. Prepare Project Manual, Advertisement for Bids, and Technical Specifications
- I. Attend Bid Opening
- J. Bid Tabulation
- K. Recommendation of Award

- Task 3 - Construction Administration
- A. Coordinate Preconstruction Conference
 - B. Construction Staking
 - C. Construction Inspection and Review
 - D. Process Pay Requests
 - E. Coordinate Construction Progress Meetings
 - F. Project Closeout

SCHEDULE

A detailed schedule will be developed upon authorization and determination of the project schedule by the City of Lake Geneva.

FEE

The services described above will be performed on a time and materials basis for a not-to-exceed cost of **\$87,400**, and according to the hourly rates as listed in this letter.

Authorized

Task 1 - Topographic Survey	\$4,400	☐
Task 2 - Engineering & Design	\$50,300	☐
Task 3 - Construction Administration	\$32,700	☐

Total – Civil Engineering Fees

\$87,400

The suggested utilization of drone survey and a GIS app for sidewalk inspection to augment the City's annual improvements are not included in the above scope or fee. If desired, R/M recommends advancing the survey for at least the 2023 street program streets to be flown with the 2022 selections to achieve the most efficient cost. Also, if desired, R/M recommends and will set up a sidewalk inspection GIS app using the most current aerial imagery and cadastral information to aid in the evaluation and assembly of annual sidewalk programs. Sidewalk could be inspected by either R/M or City staff using the app in the field to log defects and needed improvements. If interested in either, R/M will negotiate with the City to determine the most efficient cost.

Mr. Tom Earle
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Hourly Rates

Engineer 6	\$173
Engineer 5	\$163
Engineer 4	\$153
Engineer 3	\$134
Engineer 2	\$125
Senior CAD Technician	\$147
CAD Technician	\$112
Administrative Assistant	\$80
Professional Land Surveyor	\$142
Survey Crew Chief	\$129
Survey Technician	\$94
Construction Review Technician Manager	\$136
Construction Review Technician	\$94
Survey Equipment	\$132/Day
Engineer Mileage	\$0.58/Mile
Construction Review Technician Mileage	\$0.62/Mile
Survey Mileage	\$0.79/Mile

The above-described professional services will be provided to you in accordance with the attached two-page **RM Standard Terms & Conditions (Engineering)** dated June 17, 2014, which are made part of this agreement by reference. Please indicate your acceptance of this agreement by having the appropriate authorized official(s) affix their signature(s) where indicated and return a fully executed copy to our office.

Respectfully,

RUEKERT & MIELKE, INC.

A handwritten signature in cursive script that reads "Greg Calhoun".

Greg R. Calhoun, P.E. (WI)
Project Manager
gcalhoun@ruekert-mielke.com
GRC:grc
Enclosure
cc: File

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Proposal for 2022 City of Lake Geneva Street Improvement Project
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Page 5

CLIENT NAME:

City of Lake Geneva

ENGINEER:

Ruekert & Mielke, Inc.

By: _____

By:  _____
Ryan T. Amtmann, P.E.

Title: _____

Title: Vice President

Date: _____

Date: June 18, 2021

Designated Representative:

Name: _____

Designated Representative:

Name: Greg R. Calhoun, P.E.

Title: _____

Title: Project Manager

Phone Number: _____

Phone Number: (262) 953-3038

A. Standards of Performance

The standard of care for all professional engineering and related services performed or furnished by Engineer under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with any services performed or furnished by Engineer.

B. Authorized Representative

With the execution of this Agreement, Engineer and Owner shall designate specific individuals to act as Engineer's and Owner's representatives with respect to the services to be performed or furnished by Engineer and duties and responsibilities of Owner under this Agreement. Such individuals shall have authority to transmit instructions, receive information, and render decisions relative to the Assignment on behalf of the respective party whom the individual represents.

C. Payments to Engineer

Invoices will be prepared in accordance with Engineer's standard invoicing practices and will be submitted to Owner by Engineer monthly, unless otherwise agreed. Invoices are due and payable within 30 days of receipt. If Owner fails to make any payment due Engineer for services and expenses within 30 days after receipt of Engineer's invoice therefore, the amounts due Engineer will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day. In addition, Engineer may, after giving seven days written notice to Owner, suspend services under this Agreement until Engineer has been paid in full all amounts due for services, expenses, and other related charges.

D. Ownership and Reuse of Documents

All documents prepared or furnished by Engineer pursuant to this Agreement are instruments of service, and Engineer shall retain an ownership and property interest therein (including the copyright and the right of reuse at the discretion of the Engineer) whether or not the Project is completed. Engineer grants Owner a limited license to use the documents on the Project, extensions of the Project, and for related uses of the Owner, subject to receipt by Engineer of full payment due and owing for all services relating to preparation of the documents. Such limited license shall not create any rights in third parties. Reuse of any documents pertaining to this Agreement by Owner shall be at Owner's sole risk; and Owner agrees to indemnify, defend, and hold Engineer harmless from all claims, damages, and expenses including reasonable attorney's fees arising out of such reuse of documents by Owner or by others acting through Owner.

E. Construction Review

Engineer will observe the work as agreed to for general compliance with the construction documents. Engineer shall not at any time supervise, direct, control, or have authority over any contractor's work, nor shall Engineer have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, or the safety precautions and programs incident thereto, for security or safety at the Project site, nor for any failure of a contractor to comply with Laws and Regulations applicable to that contractor's furnishing and performing of its work. Engineer shall not be responsible for the acts or omissions of any contractor. Engineer has no stop work authority.

F. Environmental

Engineer assumes no liability for the detection or removal of any hazardous substances found at or adjacent to the Project site.

G. Owner Provided Information

Engineer shall have the right to rely on the accuracy of any information provided by Owner. Engineer will not review this information for accuracy.

H. Permits and Approvals

It is the responsibility of the Owner to obtain all necessary permits and approvals for the Project. Engineer will assist the Owner in obtaining permits and approvals as mutually agreed to in writing.

I. Access

Owner shall arrange for safe access to and make all provisions for Engineer and Engineer's consultants to enter upon public and private property as required for Engineer to perform services under this Agreement.

J. Limit of Liability

To the fullest extent permitted by law, the total liability, in the aggregate, of Engineer and Engineer's officers, directors, partners, employees, agents, and consultants, or any of them to Owner and anyone claiming by, through, or under Owner, for any and all injuries, losses, damages and expenses, whatsoever arising out of, resulting from, or in any way related to this Agreement from any cause or causes including but not limited to the negligence, professional errors or omissions, strict liability or breach of contract or warranty, express or implied, of Engineer or Engineer's officers, directors, partners, employees, agents, and consultants, or any of them, shall not exceed the total amount of \$2,000,000.

K. Insurance

Engineer will maintain insurance coverage for Workers' Compensation, General Liability, and Automobile Liability and will provide certificates of insurance to Owner upon request.

L. Termination of Contract

Either party may at any time terminate this Agreement with 7 days written notice for cause in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. Owner may terminate this Agreement for convenience with 30 days written notice, or the Project may be suspended by Owner with 30 days written notice. In the event of suspension or cancellation for convenience by Owner, Owner shall pay to Engineer all amounts owing to Engineer under this Agreement, for all work performed up to the effective date of notice.

M. Indemnification and Allocation of Risk

1. To the fullest extent permitted by law, Engineer shall indemnify and hold harmless Owner, Owner's officers, directors, partners, and employees from and against costs, losses, and damages (including but not limited to reasonable fees and charges of engineers, architects, attorneys, and other professionals, and reasonable court or arbitration or other dispute resolution costs) caused solely by the negligent acts or omissions of Engineer or Engineer's officers, directors, partners, employees, and consultants in the performance of Engineer's services under this Agreement.

2. To the fullest extent permitted by law, Owner shall indemnify and hold harmless Engineer, Engineer's officers, directors, partners, employees, and consultants from and against costs, losses, and damages (including but not limited to reasonable fees and charges of engineers, architects, attorneys, and other professionals, and reasonable court or arbitration or other dispute resolution costs) caused solely by the negligent acts or omissions of Owner or Owner's officers, directors, partners, employees, and consultants with respect to this Agreement.

3. To the fullest extent permitted by law, Engineer's total liability to Owner and anyone claiming by, through, or under Owner for any injuries, losses, damages and expenses caused in part by the negligence of Engineer and in part by the negligence of Owner or any other negligent entity or individual, shall not exceed the percentage share that Engineer's negligence bears to the total negligence of Owner, Engineer, and all other negligent entities and individuals.

4. The indemnification provision of paragraph M.1. is subject to and limited by the provisions agreed to by Owner and Engineer in paragraph J. "Limit of Liability," of this Agreement.

N. Independent Contractor

All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Owner and Engineer and not for the benefit of any other party. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either Owner or the Engineer. Engineer's services under this Agreement are being performed solely for the Owner's benefit, and no other entity shall have any claim against Engineer because of this Agreement or the performance or nonperformance of services hereunder. Owner agrees to include a provision in all contracts with contractors and other entities involved in this Project to carry out the intent of this paragraph.

O. Force Majeure

Engineer shall not be liable for any loss or damage due to failure or delay in rendering any service called for under this Agreement resulting from any cause beyond Engineer's reasonable control.

P. Severability and Waiver of Provisions

Any provision or part of the Agreement held to be void or unenforceable under any Laws or Regulations shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Engineer, who agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision. Non-enforcement of any provision by either party shall not constitute a waiver of that provision, nor shall it affect the enforceability of that provision or of the remainder of this Agreement.

Q. Dispute Resolution

Owner and Engineer agree that they shall first submit any and all unsettled claims, counterclaims, disputes, and other matters in questions between them arising out or relating to this Agreement or the breach thereof ("disputes") to mediation as a condition precedent to litigation.

R. Public Records

Engineer agrees to comply with the requirements of Wisconsin Statutes Sections 19.32 to 19.39 and Sections 19.81 to 19.98 – Wisconsin Public Records Law and Open Meetings Law.

END OF DOCUMENT



June 21, 2021

Mr. Tom Earle
Director of Public Works
City of Lake Geneva
626 Geneva Street
Lake Geneva, WI 53147

Re: Request for Proposal (RFP) – 2022 Street Improvement Program

Dear Mr. Earle:

Thank you for this opportunity to submit our proposal to provide professional engineering services for the upcoming 2022 Street Improvement Program. By selecting our firm, the City of Lake Geneva will receive a qualified team eager to assist the City. Thank you for taking the time to meet with us in person. Through our visit, we gained important insight into the City's capital planning process and key issues the City is concerned about, such as the potential for construction to impact tourism.

By selecting our firm, the City will receive not only a qualified team eager to assist, but one with a proven track record of low change orders on construction projects because of the quality of our deliverables. We are excited to offer the following:

- **A comprehensive approach, maximizing the value of the City's capital budget while minimizing overall impacts.**
- **Seventy-five years of service, signifying organizational strength and commitment to quality.**
- **An experienced team, resulting in trusted deliverables.**
- **A successful record of low change orders on similar projects, providing added value to the City.**

We appreciate this opportunity to assist the City and look forward to providing the exceptional knowledge, care, and detail needed to make the 2022 Street Improvement Program a success. Should there be any questions or if additional information is needed, please call us at 608-251-4843.

Sincerely,

STRAND ASSOCIATES, INC.®

Zachary R. Simpson, P.E.
Project Manager

Mark A. Fisher, P.E., Senior Associate
Quality Control Engineer

Project Understanding and Approach

A Comprehensive Approach, Maximizing the Value of the City's Capital Budget While Minimizing Overall Impacts

The City of Lake Geneva is seeking an engineering consultant to assist with development of a **street improvement strategy** to maintain and improve City infrastructure within the right of way. The street improvement strategy must balance the capacity of the capital borrowing schedule and sidewalk special service area (SSA) program funds. Additionally, consideration must be given to the location and timing of construction to minimize impacts to **tourism** during the summer months.

It is our understanding that the City maintains a pavement surface evaluation rating system (PASER) to assist with the planning of capital improvements. In the past, the City has used the PASER rating, along with relevant and anticipated traffic data and input from the **City Utilities** (sewer and water) to generate a prioritized list of annual projects. Depending on the condition of the pavement or other factors, projects may include mill and overlay, pulverization, or full reconstruction. In addition, pedestrian accessibility will be evaluated and ADA improvements may be incorporated into the project, if necessary. Urbanization, stormwater drainage, lighting, or other street corridor features may also be addressed as part of the street improvements projects.



East Sheridan Springs Road existing pavement condition.



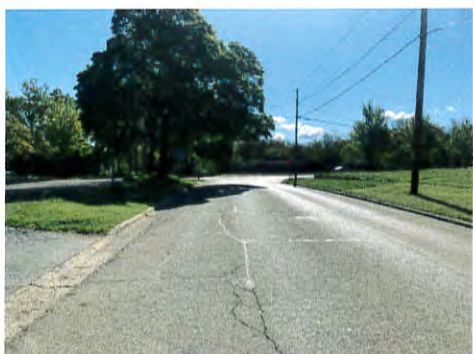
East Sheridan Springs Road curb and gutter issue at inlet.



Cook Street parking lane pavement deterioration.



Wrigley Drive sidewalk ramp crossing and concrete terrace area.



Campbell Street curb and gutter condition.



Sky Lane Drive existing pavement.

Project Considerations

East Sheridan Springs Rd.

- 1 Mill and overlay anticipated based on recent adjacent project.
- 2 Drainage may be an issue, consider inlet capacity, drainage of base and sub-base.

Cook St. and Wrigley Dr.

- 3 Pavement in parking areas is deteriorated.
- 4 ADA sidewalk accommodations should be evaluated.
- 5 Street profile adjustments could be considered to improve support and access to businesses.

Low Volume Locations

- 6 Mill and overlay anticipated on Campbell Street, Sky Lane Drive, and Spring Street.
- 7 Curb and gutter replacement should be considered on Campbell Street.

How We Work

Our multi-disciplined team routinely completes municipal street projects for clients annually and has developed a strategy that has proven to deliver projects efficiently, cost effectively, and on time. Our team will begin by scoping the project with team stakeholders, including development of the design scope and the overall schedule. The **critical path of the schedule** is then used to establish objective deadlines to keep the project on track and promote completion of deliverables and related reviews. It is important to understand that by completing most of the reporting and design tasks in-house, we can maintain control of the schedule. **Ongoing communication** ranging from daily correspondence with City staff to project information meetings (if desired) will be handled effectively by our project manager and support team. A detailed plan for communicating with City staff will be developed at the beginning of the project. Not only are the schedule and communication important, but the team needs to keep the project on track financially. The internal **quality control and cost control** approach that we use is of paramount importance to **stay within the City's budget**.

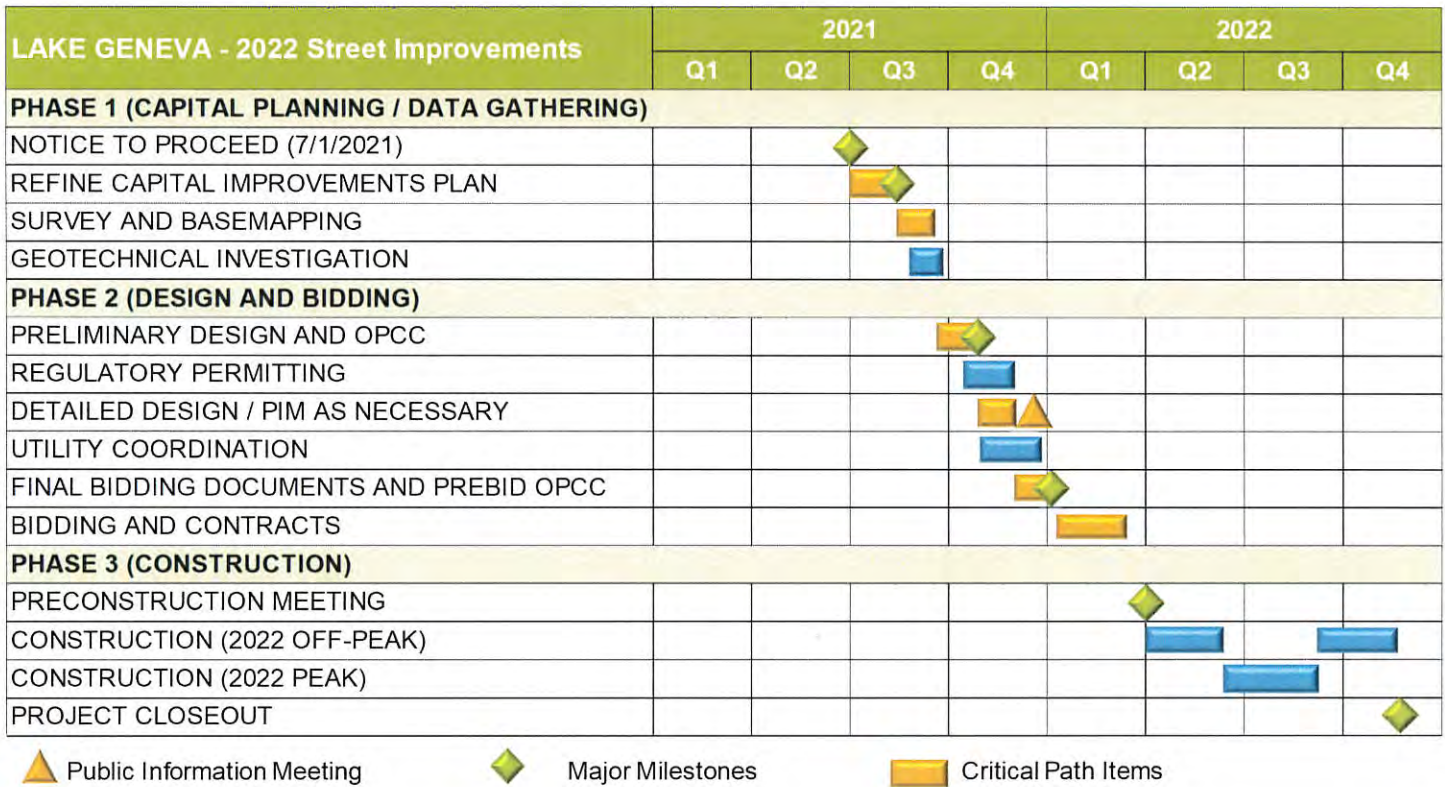


After further review of the Capital Improvements Plan (CIP) and recent site visits to the current, future, and potential project corridors, our team has identified a path that focuses first and foremost on planning. We recommend development of a long-term plan with a trusted partner to spend City infrastructure dollars effectively and objectively by:

- **Thinking ‘big picture’ about future improvements**
- **Evaluating life-cycle project costs for various pavement rehabilitation types**
- **Considering proximity of projects and potential impacts to commerce and tourism**
- **Identifying improvements located in similar geographic areas for inclusion in annual projects**
- **Coordinating with future Utility and development projects**
- **Planning in partnership with the Wisconsin Department of Transportation (WisDOT) for Main Street**
- **Assessing property owners for improvements per City policy**
- **Providing and improving ADA accessibility throughout the city**

The task summary and schedule below were developed based on our knowledge and experience with typical municipal street projects. Following the critical path ensures that milestones are met and, ultimately, that the project is delivered on time and within budget. There is a logical progression of tasks that promotes an efficient delivery. Note that the task table is intended to highlight significant tasks, not necessarily include all tasks.

Implementation Strategy Task Summary
Phase 1 – Capital Planning and Data Gathering • Develop prioritized ranking (based on PASER) of projects, coordinate with City Utility Projects • Develop Conceptual Design • Prepare Preliminary Opinion of Probable Construction Cost (OPCC) and Refine 2022 Projects • Review existing data, as-builts, drainage, reports, utility maps, and aerial photos • Perform detailed survey data collection (as necessary) and base mapping of the project areas • Coordinate geotechnical evaluation of subsurface conditions
Phase 2 – Design and Bidding • Preliminary Design and OPCC *Review Opportunity • Regulatory Agency Coordination and Permitting (WDNR) • Develop Detailed Design, including ADA Compliant Routes and Improved Drainage • Obtain easements as necessary • Coordinate with Utilities (Private and Public) • Final Design and OPCC *Review Opportunity • Prepare Contract Documents for Bidding • Electronic Bidding • Processing Contracts
Phase 3 – Construction • Preconstruction Meeting and Progress Meetings as desired • Shop Drawing Review and Approval • Construction Observation and Communication with Owner • Pay Request Review and Approval • Record Drawings and GIS data acquisition



Note that this schedule is preliminary in nature, collaborating with City staff and stakeholders is imperative to develop a strategy that works for everyone.

Fee Proposal

Controlling project costs, including engineering and construction costs, is one of the most important aspects of project management. As such, we continuously track engineering costs for each project and include cost control measures as part of our culture. We understand that engineering fee adjustments can be difficult to justify and, therefore, we are careful to establish a fair fee up front and commit to getting the engineering project done for that fee. Timesheets are completed daily and project reports are reviewed weekly to compare engineering effort expended to the value of services accomplished in that week. Adjustments can then be made to maintain the overall project engineering budget.

We have developed a proposed scope and fee based on our understanding of the current overall 2022 street improvements project. It is understood that the CIP is somewhat fluid and adjustments may need to be made, and we are excited about the opportunity to be a part of that effort and demonstrate our responsiveness to the City's needs. The following table summarizes the anticipated scope and fee for the project. We propose a meeting to present the scope, including assumptions, in more detail.

2022 Street Improvements Estimated Consultant Fee Summary		
Tasks	Hours	Cost
Project Administration	25	\$4,200
Topographic Survey and Base Mapping	60	\$8,200
Design and Construction Documents	175	\$24,900
Regulatory Compliance and Permitting	10	\$1,600
Bidding	25	\$3,600
Construction Administration	30	\$4,300
Construction Observation	90	\$13,100
Services Total	415	\$59,900

A comparison of bid cost versus final project cost for three of our municipal clients are listed in the tables included in the **Project Experience** section of this proposal. All example community summaries show low change order averages well below the industry standard and many of the projects resulted in a negative change order amount. This resulted in real value for our client and allowed each to construct additional capital projects with the dollars saved on these projects.

Firm Profile

Seventy-Five Years of Service Signifies Organizational Strength and Commitment to Quality

We have been providing exceptional civil and environmental engineering services to our clients since 1946. We attribute our organizational strength to our talented engineers, effective management, and, most of all, commitment to nurturing long-term client relationships.

Our Corporate Mission states that we are *dedicated to helping our clients succeed through excellence in engineering*. In accordance with this mission, we are continually expanding our staff and service offerings to broaden our base of experience and knowledge so that we can provide more creative and comprehensive solutions to meet the continually evolving needs of our clients.

Our areas of specialization include civil and municipal engineering; stormwater management; water supply engineering; wastewater treatment and conveyance engineering; transportation engineering; electrical and heating, ventilation, and air conditioning (HVAC) engineering; building/facility engineering, architecture, and sustainable design; aviation; natural gas distribution; wetland delineation, mitigation, and restoration; ecosystem study and restoration; geographic information systems (GIS) and mapping; land development; construction observation; and financial assistance services.

To serve our national client-base effectively, we have 10 offices throughout the country, including offices in Madison and Milwaukee, Wisconsin; Columbus, Indiana; Columbus and Cincinnati, Ohio; Joliet, Illinois; Lexington and Louisville, Kentucky; Phoenix, Arizona; and Brenham, Texas.



Corporate office in Madison, Wisconsin.

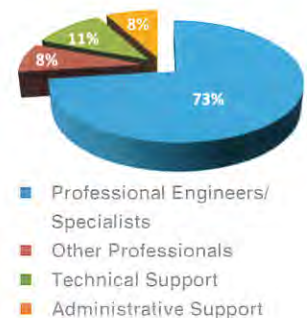
Reliable Consulting Service Has Cultivated Long-Standing Client Relationships

Our clients rely on us as a partner in addressing their engineering and science needs. We have developed and continue to maintain long-standing affiliations, many extending into several decades of service. Our service is flexible and tailored to the unique needs of each of our clients. For some, we serve as appointed engineers and are active committee members; for others, we serve as specialty consultants to their in-house staff on an as-needed basis. We understand the value our clients place on *consistency* of personnel and *continuity* in project development. Accordingly, we expend every effort to make sure that the team initially chosen is involved with a project from beginning to end.

Dedicated, Results-Oriented Staff Yields High Level of Service to Clients

Clients find reassurance in the fact that each of our engineers is supported by the expertise of a multidisciplinary engineering firm. This approach enables use of all our firm's resources while maintaining the personal involvement associated with a single point of contact; a person who has been trained to assist through plan development, design, and implementation.

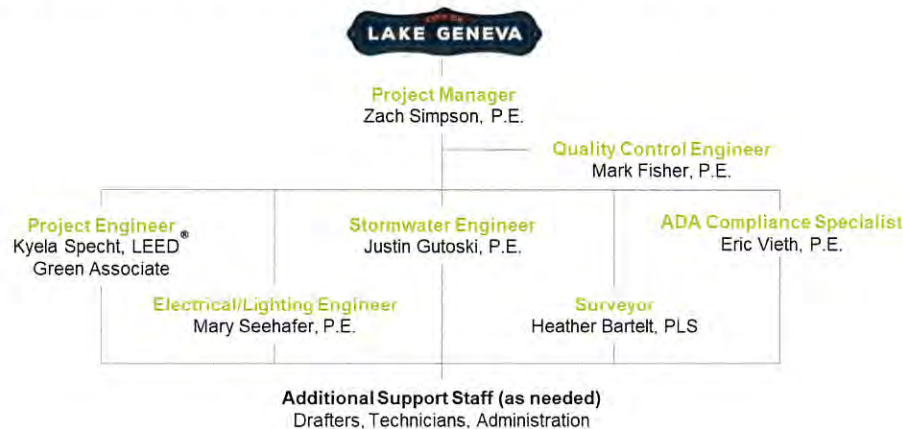
Our expert staff of 465 employees embody the academic backgrounds and experience of all disciplines normally necessary to complete a project successfully. More than 60 colleges and universities are represented on our staff. Our engineers average more than 12 years of experience and the majority are licensed or have advanced degrees. We are managed by our active engineering staff.



Project Team

Team with Extensive Experience Results in a Trusted Deliverable

We have a team of professionals with the requisite skill sets to make the City's street improvement project a success. Our team is built on significant experience to complete projects cost effectively. As an organization, we have the highest commitment to our clients and, therefore, will provide the resources necessary to make sure the City's goals for this project are successfully met. Brief summaries of each key team member are provided on the following pages. Resumes are included in the *Appendix*.



Project Manager

Zachary R. Simpson, P.E., has 15 years of practical experience in municipal and transportation engineering and will serve as our team's Project Manager, responsible to the City for management, administration, and day-to-day technical progress of this project. Throughout his career, Zach has focused on serving municipal clients with a wide variety of infrastructure needs. Zach's specialty is completing projects in challenging locations, often in complex urban environments or where a balance of impacts and regulatory requirements generate the need for creative solutions. Zach is well-versed in urban street and utility design, regulatory permitting, construction administration, and construction-related activities. His experience and attention to detail with both design and construction issues provides a crucial resource for the communities and clients he serves.



Quality Control Engineer

Mark A. Fisher, P.E., Senior Associate, has 30 years of experience in the municipal engineering field and will serve as the Quality Control Engineer for our team. Mark will also provide leadership to assure that this project meets all City and agency requirements. Throughout his career, Mark has focused on serving municipal clients with a wide variety of infrastructure needs on both an on-call as well as an individual project basis. This has included projects ranging from street reconstructions to utility replacements in congested urban areas. As a result, he is an outstanding technical resource for our staff. Mark has completed dozens of street reconstruction projects in the various communities that he serves and is a valuable member of our team.



Project Engineer

Kyela R. Specht, LEED® Green Associate, has 5 years of municipal engineering experience. Her experience includes design of water mains, sanitary mains, force mains, storm sewer, and roadway reconstruction for local communities; utility reconstruction within Wisconsin Department of Transportation (WisDOT) projects; and design of multi-use paths for local communities. Kyela has field experience with local communities, as well as a part of WisDOT projects, where she provided Resident Project Representative (RPR) services, including construction observation and coordination, quantity documentation, and project permit application, and opinion of probable cost preparation.



Stormwater Engineer

Justin J. Gutoski, P.E., has 13 years of stormwater and municipal engineering experience, including project management, plan development and review, survey, roadway rehabilitation, construction observation, utility design, stormwater management, and sustainable design experience. Justin specializes in various aspects of stormwater management, including hydrologic/hydraulic modeling and design. Justin has also provided in-depth analysis and design of recommended BMPs, including stormwater conveyance systems, stormwater ponds, and construction erosion control layouts and designs. Justin has designed storm sewer and stormwater management improvements on many urban projects.



ADA Compliance Specialist

Eric D. Vieth, P.E., has been involved in urban streetscapes, roadway design, parking lot design, drainage design, and site development projects for the last 17 years. Eric has led projects requiring coordination with local, state, and regional ADA authorities to confirm accessible route and facility compliance for many of our clients. Eric's projects have included the development of ADA transition plans and design of ADA compliant curb ramps, sidewalks, parking lots, on-street parking, loading zones, pedestrian malls, plazas, overlooks, landscape nodes, and pedestrian/bicycle trail networks for municipalities in Wisconsin, Kentucky, and Iowa.



Electrical/Lighting Engineer

Mary E. Seehafer, P.E., has been with our firm for 8 years and has extensive experience in electrical design. Mary has experience with interior and exterior lighting design, as well as photometric analysis for industrial and roadway applications. Mary has designed roadway electrical and lighting systems for municipal parks, trails, and roadways as well as state and interstate highways. Mary's experience will prove to be an asset to our street design project team if lighting or electrical improvements are desired.



Surveyor

Heather S. Bartelt, PLS, is a licensed Professional Land Surveyor in Wisconsin. Heather serves as our firm's Lead Survey Crew Chief and Computer-Aided Drafting (CAD) Standards Specialist and has been with our firm for 21 years. She has extensive experience in municipal and WisDOT roadway design project development and has led numerous survey, easement, and plat preparation efforts. Heather's experience includes the use of HDS (High Definition Surveying 3D laser scanning), Global Positioning Systems (GPS), and Total Stations. Heather will bring her expertise in both surveying and right-of-way plat preparation to this project, providing efficiency and accuracy.



Project Experience

A Successful Record of Low Change Orders on Similar Projects Provides Added Value to the City

Many of our clients rely on us as a partner in addressing their municipal engineering and planning needs. We have developed and continue to maintain various long-standing affiliations with communities, many extending into several decades of service. Our service is flexible and tailored to the specific needs of each of our clients. The relationships we have developed with our Wisconsin municipal clients shows that we endeavor to be not only a consultant, but also a community partner, willing and ready to assist on a wide range of associated issues. It is this type of partnership that enables us to do what we do best: *high quality, thorough engineering*. We have worked with many of our client for years and have provided engineering services on countless street reconstruction projects, demonstrating our experience with projects that are very similar to Lake Geneva's project. Projects in these communities have addressed basic engineering needs by maintaining reliable infrastructures, upgrading aging utility infrastructure, reconstructing deteriorating roadways, and addressing other water and wastewater needs. The following describes several similar projects, highlighting our capability to successfully complete this project for the City.

City of Stoughton, WI

We have been providing comprehensive engineering services to the City of Stoughton and Stoughton Utilities since the 1970s. We have coordinated projects between public works and utilities. From a street improvements project perspective, we have assisted with projects of all shapes and sizes, including mill and overlay projects, pulverization projects, rural to urban conversions, and full reconstruction of complex urban corridors providing services from the planning phase through project close out. The City utilizes special assessments, something we have assisted with as well. The following is a summary of recent projects for the City, along with description of one of the projects.

City of Stoughton, Wisconsin	Year	Bid Cost	Final Construction Cost	% Difference Between Final Construction Cost and Bid Cost
Prospect Street Reconstruction	2020	\$1,499,298	\$1,454,654	-3.0%
Monroe Street / Lowell Street Reconstruction	2019	\$3,017,395	\$3,006,177	-0.4%
Vernon Street Reconstruction	2018	\$1,756,948	\$1,659,089	-5.8%
Academy Street Reconstruction	2018	\$729,845	\$667,336	-9.3%
2017 Street Reconstruction	2017	\$1,822,130	\$1,982,453	8.7%
Van Buren Street Reconstruction	2016	\$889,627	\$859,556	-3.4%
Total		\$9,718,243	\$9,629,265	(-0.9%)

Monroe Street and Lowell Street Reconstruction

We provided comprehensive engineering services to the City of Stoughton for reconstruction of approximately 3,700 linear feet of street and utility infrastructure on Monroe Street, Lowell Street, and Patterson Street. One of the primary elements of the project involved re-routing of sanitary sewers to eliminate rear yard sanitary sewers that crossed beneath existing buildings. The City had an opportunity to re-route the sanitary sewers, including a relatively deep crossing of Main Street/US 51 prior to WisDOT's planned reconstruction of US 51 in 2020.

Key Personnel Involved:
Mark Fisher – *Project Manager*

Reference:
Rodney Scheel Director of Planning and Development
(608) 873-6619

A well-thought-out construction staging plan was prepared to minimize closure/detour of Main Street and related business impacts during the crossing. The project included complete replacement of water distribution and storm sewer facilities, most of which were installed in the 1930s. Complete street reconstruction was also included.

Several areas within the project corridor were without a complete sidewalk system. It can be challenging to design and construct sidewalks in a fully developed neighborhood that has never had sidewalks. The process began with gaining support from public officials for the installation of sidewalk, followed by open house meetings to discuss the sidewalk installation with residents. Several in-person meetings were held with property owners that had unique situations, and design modifications were made to mitigate impacts. For example, narrower terraces were used to address separation from existing homes located close to the right of way and to avoid the need for private tree removal and construction of retaining walls. To enhance pedestrian safety in the corridor, the project also included two pedestrian refuge islands on Monroe Street.



Existing deteriorated pavement and driveway apron.



Finished project looking south along Monroe Street – new ADA compliant ramps.



Pedestrian refuge island at ADA compliant crossing.

City of Whitewater, WI

Our firm has been serving the City of Whitewater since 1992, providing multidisciplinary planning, design, and construction services for projects of all types. Staff identified within this proposal have been integral in developing a strategic capital plan utilizing various funding mechanisms. Street improvements projects have ranged from asphalt paving rehabilitation to complex downtown reconstruction with concrete pavement and streetscaping. In recent years, the City has focused on improvements to the east side of the city, coordinating the elimination of several lift stations with both municipal street improvements and WisDOT delivered projects. The table below identifies recent municipal projects, followed by a detailed project description.

City of Whitewater, Wisconsin	Year	Bid Cost	Final Construction Cost	% Difference Between Final Construction Cost and Bid Cost
Dann / Esterly Street Reconstruction	2018	\$1,015,937	\$958,563	-5.6%
Ann Street / Franklin Street Reconstruction	2018	\$2,479,715	\$2,394,461	-3.5%
George Street Reconstruction	2016	\$1,419,644	\$1,179,785	-16.9%
Center Street Reconstruction	2016	\$1,489,417	\$1,502,312	0.9%
Total		\$9,718,243	\$9,629,265	(-5.8%)

Franklin Street and Ann Street Reconstruction

The City retained our firm to identify deficiencies in the drainage system of Basin 16. Recommended improvements, the primary goal of which was to address flooding on Franklin Street, were included in the City's Capital Improvements Plan. While the original intent was to upgrade stormwater conveyance capacity, the project evolved into a complete reconstruction of utilities and street infrastructure. This decision was made based on the age and condition of the existing infrastructure, as well as significant utility conflicts associated with the larger HERCP storm sewer. The project consisted of approximately 2,200 LF of complete street and utility reconstruction, including more than 2,000 LF of storm sewer ranging in size up to 43- by 68-inch horizontal elliptical reinforced concrete pipe (HERCP). The project included a DNR Urban Non-Point Source grant-funded stormwater detention basin.



Pre-construction Franklin Street flooding.



At left, upsized elliptical storm sewer to mitigate flooding. At right, finished street improvements.



Key Personnel Involved:

Mark Fisher – *Project Manager*
Zach Simpson – *Project Engineer*

Reference:

Brand Marquardt
Director of Public Works
(262) 473-0140

Challenging aspects included the placement of utilities under an existing railroad in an area of shallow bedrock, as well as handling extensive contaminated soil in the project area. Our services for the project included preparation of a stormwater model, survey, design, easement acquisition, permit preparation, funding agency coordination, railroad coordination, bid development, construction staking, construction observation, and contract administration. The Franklin Street and Ann Street Reconstruction project was completed in 2018 at a cost of approximately \$2.48 million. The project was funded jointly using City funds, the Community Development Block Grant (CDBG) program, and the WDNR stormwater grant program.

City of Monona, WI

We have been serving the City of Monona for more than 20 years, providing multi-disciplinary services, including municipal, stormwater, water distribution, and transportation design. Our street improvements experience with the City ranges from assisting with the annual paving and maintenance projects to WisDOT local program delivery, including multiple phases of the award-winning Monna Drive project. The table below includes recent street reconstruction projects for which we have provide planning, design, and construction phase, followed by description of one particular project.

City of Monona, Wisconsin	Year	Bid Cost	Final Construction Cost	% Difference Between Final Construction Cost and Bid Cost
McKenna Road Improvements	2020	\$1,063,766	\$1,035,273	-2.7%
Bridge Road Improvements	2019	\$2,339,750	\$2,482,309	6.1%
Riverfront Public Improvements	2018	\$3,451,820	\$3,130,571	-9.3%
2017 Road Improvements	2017	\$1,915,654	\$1,765,596	-7.8%
Total		\$8,770,990.00	\$8,413,748.42	-4.1%

Bridge Road Improvements

We recently provided design services to the City of Monona for the reconstruction of Bridge Road, including the rehabilitation of an existing bridge over the Yahara River. The existing bridge has a deteriorated concrete overlay and cracks and spalls are apparent throughout the concrete sidewalks and parapets. The existing pedestrian access does not allow for smooth transitions on either side of the bridge. Bridge Road has a 2035 ADT of 14,500 vehicles per day, a posted speed limit of 25 mph, and is used heavily by pedestrian traffic. Rehabilitation work on the existing bridge will include removing the existing concrete overlay, placing a new concrete overlay, replacing the concrete parapets, and replacing/widening the sidewalks. These improvements will extend the service life of the bridge and allow for safer pedestrian traffic over the bridge.

Key Personnel Involved:

Zach Simpson – *Project Manager*

Reference:

Dan Stephany
Director of Public Works
(608) 222-2525

Because of the high number of vehicles per day and pedestrian traffic, the bridge could not be completely closed during construction. We developed a staging plan that had all rehabilitation work completed while providing vehicle and pedestrian access during the construction period. The Yahara River is heavily used by boat traffic as it connects Lakes Mendota and Monona. Coordination with the WDNR was required to develop the boat traffic control plans that allowed for safe passage of boats during construction.



Existing bridge in need of rehabilitation.



Finished project with pedestrian refuge island and ADA compliant sidewalk improvements.

Summary

In summary, the value that we provide to our clients is a direct reflection of our comprehensive approach and talented staff. The examples provided in this proposal represent just a few of our clients; we serve many more that have similar longevity. The outcomes and consistency are a true testament to our attention to detail and cost control, which our clients rely on to make sure their projects are strategically delivered on schedule and under budget. We appreciate the opportunity and look forward to future discussions with the City of Lake Geneva.

MEMORANDUM TO THE CITY OF LAKE GENEVA

To: Tom Earle
From: Emma Connell
CC: Neil Waswo, Mike Timmers, Gregory Governatori
Date: May 4, 2021
Re: Pay Request #1 for 2021 Lake Geneva Street Program

A review of the Request for **Payment No. 1** from **Wolf Paving Co., Inc.** for the **2021 Lake Geneva Street Program** construction contract has been completed.

Tom, could you please review this pay request and forward it to City Hall, if you approve.

Payment in the amount of **\$150,963.03** for this payment request has been recommended for approval by the Construction Manager on site.

The Contractor's documents are enclosed for the City's approval.

Payment amounts are broken up as follows:

	<u>New Invoice Amount</u>	<u>Previously Invoiced</u>	<u>Total</u>
Invoiced	\$158,908.45	\$ 0.00	\$158,908.45
Retainage (5%, until 50% complete)	(\$ 7,945.42)	(\$ 0.00)	(\$ 7,945.42)
Total Approved for Payment	\$150,963.03	\$ 0.00	\$150,963.03

Contract Base Bid, based on plan quantities: \$648,631.82

Please feel free to contact me if you have any questions.

Please send Payment to:

Wolf Paving Co., Inc.
Attn: Jay Trepanier
612 N. Sawyer Road
Oconomowoc, WI 53066

MEMORANDUM TO THE CITY OF LAKE GENEVA

To: Tom Earle
From: Emma Connell
CC: Neil Waswo, Mike Timmers, Gregory Governatori
Date: June 8th, 2021
Re: Pay Request #2 for 2021 Lake Geneva Street Program

A review of the Request for **Payment No. 2** from **Wolf Paving Co., Inc.** for the **2021 Lake Geneva Street Program** construction contract has been completed.

Tom, could you please review this pay request and forward it to City Hall, if you approve.

Payment in the amount of **\$357,733.08** for this payment request has been recommended for approval by the Construction Manager on site.

The Contractor's documents are enclosed for the City's approval.

Payment amounts are broken up as follows:

	<u>New Invoice Amount</u>	<u>Previously Invoiced</u>	<u>Total</u>
Invoiced	\$366,003.46	\$158,908.45	\$524,911.91
Retainage (5%, until 50% complete)	(\$ 8,270.38)	(\$ 7,945.42)	(\$16,215.80)
Total Approved for Payment	\$357,733.08	\$150,963.03	\$508,696.11

Contract Base Bid, based on plan quantities: \$648,631.82

Please feel free to contact me if you have any questions.

Please send Payment to:

Wolf Paving Co., Inc.
Attn: Jay Trepanier
612 N. Sawyer Road
Oconomowoc, WI 53066



Lake Geneva 2021 Street Program - General Bid Tab

City of Lake Geneva, Walworth County, Wisconsin - Bid Opening 2/18/2021, 10am

BASE BID - EDWARDS BLVD											
Item No.	Item Description	Unit	Bid Qty.	Bid Unit \$	Bid Total \$	Quantity per Estimate				Qty to Date	\$ Paid to Date
						#1	#2	#3	#4		
201.0110	Clearing	SY	116	\$ 18.00	\$ 2,088.00					0.00	\$ -
201.0120	Clearing (Tree Removal Two Each)	ID	39	\$ 20.00	\$ 780.00					0.00	\$ -
201.0210	Grubbing	SY	116	\$ 2.00	\$ 232.00					0.00	\$ -
201.0220	Grubbing (Tree Removal Two Each)	ID	39	\$ 2.00	\$ 78.00					0.00	\$ -
204.0100	Removing Pavement (Asphalt)	SY	102	\$ 19.00	\$ 1,938.00					0.00	\$ -
204.0120	Removing Asphaltic Surface Milling (Partial Depth 2") (Edwards Blvd)	SY	21484	\$ 1.74	\$ 37,382.16		21,772.85			21,772.85	\$ 37,884.76
204.0120	Removing Asphaltic Surface Milling (Depth 3") (Alleys)	SY	1000	\$ 4.15	\$ 4,150.00					0.00	\$ -
204.0150	Removing Curb & Gutter (includes sawcuts into lane)	LF	1000	\$ 12.00	\$ 12,000.00	1,000.00				1,000.00	\$ 12,000.00
204.0155	Remove Concrete Sidewalk	SY	62	\$ 36.00	\$ 2,232.00	49.50				49.50	\$ 1,782.00
205.0100	Excavation Common	CY	650	\$ 25.00	\$ 16,250.00	350.00	333.00			683.00	\$ 17,075.00
205.0100.1	Excavation-EBS-Undistributed	CY	175	\$ 30.00	\$ 5,250.00					0.00	\$ -
305.0120	Base Aggregate Dense 1 1/4-Inch	TON	756	\$ 20.00	\$ 15,120.00	690.81				690.81	\$ 13,816.20
311.0110	Breaker Run-Undistributed (Alleys)	TON	133	\$ 25.00	\$ 3,325.00					0.00	\$ -
416.0180	Concrete Driveway 8-Inch	SY	102	\$ 67.50	\$ 6,885.00	102.00				102.00	\$ 6,885.00
460.5224.01	HMA Pavement Type 4 LT 58-28 S (460.6223), Item also includes asphaltic material PG 58-28 (455.0220) and asphaltic material for tack coat (455.0605). (2" Overlay on Bike Path)	TON	516	\$ 74.00	\$ 38,184.00		588.03			588.03	\$ 43,514.22
460.5224.02	HMA Pavement Type 4 LT 58-28 S (460.6223), Item also includes asphaltic material PG 58-28 (455.0220) and asphaltic material for tack coat (455.0605). (Alleys)	TON	173	\$ 83.93	\$ 14,519.89					0.00	\$ -
460.6224	HMA Pavement Type 4 MT 58-28 S (460.6223), Item also includes asphaltic material PG 58-28 (455.0220) and asphaltic material for tack coat (455.0605). (Edwards Blvd)	TON	2471	\$ 63.00	\$ 155,673.00		3,074.23			3,074.23	\$ 193,676.49
601.0411	Concrete Curb & Gutter 30-Inch Type D	LF	1000	\$ 32.00	\$ 32,000.00	1,000.00				1,000.00	\$ 32,000.00
602.0405	Concrete Sidewalk 4-Inch	SF	18367	\$ 3.75	\$ 68,876.25	18,367.00				18,367.00	\$ 68,876.25
602.0505	Curb Ramp Detectable Warning Field Yellow	SF	230	\$ 30.00	\$ 6,900.00	283.70				283.70	\$ 8,511.00
611.8110	Adjusting Manhole Covers	EACH	16	\$ 735.00	\$ 11,760.00					0.00	\$ -
628.7020	Inlet Protection Type D	EACH	42	\$ 98.00	\$ 4,116.00	60.00				60.00	\$ 5,880.00
646.1020.01	Marking Line Epoxy 4-Inch (White)	LF	4572	\$ 0.48	\$ 2,194.56		3,781.00			3,781.00	\$ 1,814.88
646.1020.02	Marking Line Epoxy 4-Inch (Yellow)	LF	33782	\$ 0.48	\$ 16,215.36		12,104.00			12,104.00	\$ 5,809.92
646.3020.01	Marking Line Epoxy 8-Inch (White)	LF	1281	\$ 0.75	\$ 960.75		1,392.20			1,392.20	\$ 1,044.15
646.3020.02	Marking Line Epoxy 8-Inch Diagonal (Yellow)	LF	1000	\$ 10.25	\$ 10,250.00		899.00			899.00	\$ 9,214.75
646.5020.02	Epoxy Arrow (left)	EACH	9	\$ 280.00	\$ 2,520.00		10.00			10.00	\$ 2,800.00
646.5020.03	Epoxy Arrow (right)	EACH	10	\$ 280.00	\$ 2,800.00		10.00			10.00	\$ 2,800.00
646.5120	Marking Word Epoxy "ONLY"	EACH	17	\$ 325.00	\$ 5,525.00		17.00			17.00	\$ 5,525.00
646.6120	Marking Stop Line Epoxy 18-inch	LF	19	\$ 16.25	\$ 308.75		18.00			18.00	\$ 292.50
646.7420	Marking Crosswalk Epoxy 6-inch	LF	945	\$ 8.50	\$ 8,032.50		733.00			733.00	\$ 6,230.50
SPV.0060.01	Adjusting Valve Boxes	EACH	1	\$ 155.00	\$ 155.00					0.00	\$ -
SPV.0105.01	Traffic Control	LS	1	\$ 9,200.00	\$ 9,200.00					0.00	\$ -
SPV.0180.01	Restore Disturbed Areas - Includes Topsoil (625.0100), Fertilizer Type A (629.0205), Seeding Mix No. 40 (630.0140) and Erosion Control Matting (Class I Type A)	SY	5100	\$ 5.35	\$ 27,285.00		8,205.40			8,205.40	\$ 43,898.89
BASE BID SUBTOTAL				\$525,186.22		Subtotal, Base Bid - Paid to Date				\$ 521,331.51	
Subtotal \$ per Estimate - Base Bid						\$ 158,500.45	\$ 362,831.06	\$ -	\$ -		

ADDITIONAL BID - SNAKE ROAD											
Item No.	Item Description	Unit	Bid Qty.	Bid Unit \$	Bid Total \$	Quantity per Estimate				Qty to Date	\$ Paid to Date
						#1	#2	#3	#4		
201.0110	Clearing	SY	1020	\$ 4.00	\$ 4,080.00		793.10			793.10	\$ 3,172.40
201.0210	Grubbing	SY	1020	\$ 2.00	\$ 2,040.00					0.00	\$ -
204.0120	Removing Asphaltic Surface Milling (Partial Depth 2")	SY	2000	\$ 2.18	\$ 4,360.00					0.00	\$ -
204.0150	Removing Curb & Gutter	LF	10	\$ 9.80	\$ 98.00					0.00	\$ -
205.0100	Excavation Common	CY	75	\$ 29.60	\$ 2,220.00					0.00	\$ -
305.0115	Base Aggregate Dense 3/4-Inch	TON	35	\$ 45.70	\$ 1,599.50					0.00	\$ -
305.0120	Base Aggregate Dense 1 1/4-Inch	TON	90	\$ 27.15	\$ 2,443.50					0.00	\$ -
311.0110	Breaker Run-Undistributed	TON	290	\$ 29.85	\$ 8,656.50					0.00	\$ -
416.1010	Concrete Surface Drains	CY	2	\$ 1,200.00	\$ 2,400.00					0.00	\$ -
460.5224	HMA Pavement Type 4 LT 58-28 S (460.6223), Item also includes asphaltic mater	TON	240	\$ 73.54	\$ 17,649.60					0.00	\$ -
465.0315	Asphaltic Flumes	SY	6	\$ 310.00	\$ 1,860.00					0.00	\$ -
522.1012	Apron Endwalls for Culvert Pipe Reinforced Concrete 12-Inch	EACH	1	\$ 920.00	\$ 920.00					0.00	\$ -
522.1018	Apron Endwalls for Culvert Pipe Reinforced Concrete 18-Inch	EACH	1	\$ 975.00	\$ 975.00					0.00	\$ -
601.0411	Concrete Curb & Gutter 30-Inch Type D	LF	560	\$ 23.30	\$ 13,048.00					0.00	\$ -
606.0200	Medium Riprap	CY	2	\$ 120.00	\$ 240.00					0.00	\$ -
608.0312	Storm Sewer Pipe Reinforced Concrete Class III 12-Inch	LF	505	\$ 65.90	\$ 33,279.50					0.00	\$ -
608.0318	Storm Sewer Pipe Reinforced Concrete Class III 18-Inch	LF	70	\$ 72.20	\$ 5,054.00					0.00	\$ -
611.0600	Inlet Covers Type A: R-3067-L	EACH	3	\$ 545.00	\$ 1,635.00					0.00	\$ -
611.0624	Inlet Covers Type H: R-3067-L	EACH	3	\$ 545.00	\$ 1,635.00					0.00	\$ -
611.1230	Catch Basins 2x3-FT	EACH	3	\$ 1,695.00	\$ 5,085.00					0.00	\$ -
611.3003	Inlets 3-FT Diameter	EACH	3	\$ 1,425.00	\$ 4,275.00					0.00	\$ -
611.8110	Adjusting Manhole Covers - Sanitary	EACH	1	\$ 735.00	\$ 735.00					0.00	\$ -
628.1504	Silt Fence	LF	100	\$ 3.00	\$ 300.00	136.00				136.00	\$ 408.00
628.2004	Erosion Mat Class I Type B	SY	1020	\$ 1.20	\$ 1,224.00					0.00	\$ -
628.7015	Inlet Protection Type C	EACH	6	\$ 60.00	\$ 360.00					0.00	\$ -
645.0120	Geotextile Type HR	SY	5	\$ 8.00	\$ 40.00					0.00	\$ -
645.0220	Geogrid Type SR	SY	400	\$ 5.00	\$ 2,000.00					0.00	\$ -
690.0150	Sawing Asphalt	LF	800	\$ 1.25	\$ 1,000.00					0.00	\$ -
SPV.0180.01	Restore Disturbed Areas - Includes Topsoil (625.0100), Fertilizer Type A (629.020	SY	1020	\$ 4.15	\$ 4,233.00					0.00	\$ -
ADDITIONAL BID SUBTOTAL				\$123,445.60		Subtotal, Additional Bid - Paid to Date				\$3,580.40	
Subtotal \$ per Estimate - Base Bid						\$ 408.00	\$ 3,172.40	\$ -	\$ -		
Subtotal \$ Paid per Estimate						\$ 158,908.45	\$ 366,003.46	\$ -	\$ -		
Retainage Held per Estimate						\$ (7,945.42)	\$ (8,270.38)				
Total Paid per Estimate						\$ 150,963.03	\$ 357,733.08	\$ -	\$ -		
TOTAL BASE BID + ALL ADD'L BIDS:				\$648,631.82		TOTAL - Paid to Date				\$ 524,911.91	
						Less Retainage Held				\$ (16,215.80)	
TOTAL BASE BID + ALL ADD'L BIDS - Paid to Date, Less Retainage										\$ 508,696.11	

MEMORANDUM TO THE CITY OF LAKE GENEVA

To: Tom Earle
From: Emma Connell
CC: Neil Waswo, Mike Timmers, Gregory Governatori
Date: June 8th, 2021
Re: Pay Request #2 for 2021 Lake Geneva Street Program

A review of the Request for **Payment No. 2** from **Wolf Paving Co., Inc.** for the **2021 Lake Geneva Street Program** construction contract has been completed.

Tom, could you please review this pay request and forward it to City Hall, if you approve.

Payment in the amount of **\$357,733.08** for this payment request has been recommended for approval by the Construction Manager on site.

The Contractor's documents are enclosed for the City's approval.

Payment amounts are broken up as follows:

	<u>New Invoice Amount</u>	<u>Previously Invoiced</u>	<u>Total</u>
Invoiced	\$366,003.46	\$158,908.45	\$524,911.91
Retainage (5%, until 50% complete)	(\$ 8,270.38)	(\$ 7,945.42)	(\$16,215.80)
Total Approved for Payment	\$357,733.08	\$150,963.03	\$508,696.11

Contract Base Bid, based on plan quantities: \$648,631.82

Please feel free to contact me if you have any questions.

Please send Payment to:

Wolf Paving Co., Inc.
Attn: Jay Trepanier
612 N. Sawyer Road
Oconomowoc, WI 53066



Lake Geneva 2021 Street Program - General Bid Tab

City of Lake Geneva, Walworth County, Wisconsin - Bid Opening 2/18/2021, 10am

BASE BID - EDWARDS BLVD											
Item No.	Item Description	Unit	Bid Qty.	Bid Unit \$	Bid Total \$	Quantity per Estimate				Qty to Date	\$ Paid to Date
						#1	#2	#3	#4		
201.0110	Clearing	SY	116	\$ 18.00	\$ 2,088.00					0.00	\$ -
201.0120	Clearing (Tree Removal Two Each)	ID	39	\$ 20.00	\$ 780.00					0.00	\$ -
201.0210	Grubbing	SY	116	\$ 2.00	\$ 232.00					0.00	\$ -
201.0220	Grubbing (Tree Removal Two Each)	ID	39	\$ 2.00	\$ 78.00					0.00	\$ -
204.0100	Removing Pavement (Asphalt)	SY	102	\$ 19.00	\$ 1,938.00					0.00	\$ -
204.0120	Removing Asphaltic Surface Milling (Partial Depth 2") (Edwards Blvd)	SY	21484	\$ 1.74	\$ 37,382.16		21,772.85			21,772.85	\$ 37,884.76
204.0120	Removing Asphaltic Surface Milling (Depth 3") (Alleys)	SY	1000	\$ 4.15	\$ 4,150.00					0.00	\$ -
204.0150	Removing Curb & Gutter (includes sawcuts into lane)	LF	1000	\$ 12.00	\$ 12,000.00	1,000.00				1,000.00	\$ 12,000.00
204.0155	Remove Concrete Sidewalk	SY	62	\$ 36.00	\$ 2,232.00	49.50				49.50	\$ 1,782.00
205.0100	Excavation Common	CY	650	\$ 25.00	\$ 16,250.00	350.00	333.00			683.00	\$ 17,075.00
205.0100.1	Excavation-EBS-Undistributed	CY	175	\$ 30.00	\$ 5,250.00					0.00	\$ -
305.0120	Base Aggregate Dense 1 1/4-Inch	TON	756	\$ 20.00	\$ 15,120.00	690.81				690.81	\$ 13,816.20
311.0110	Breaker Run-Undistributed (Alleys)	TON	133	\$ 25.00	\$ 3,325.00					0.00	\$ -
416.0180	Concrete Driveway 8-Inch	SY	102	\$ 67.50	\$ 6,885.00	102.00				102.00	\$ 6,885.00
460.5224.01	HMA Pavement Type 4 LT 58-28 S (460.6223), Item also includes asphaltic material PG 58-28 (455.0220) and asphaltic material for tack coat (455.0605). (2" Overlay on Bike Path)	TON	516	\$ 74.00	\$ 38,184.00		588.03			588.03	\$ 43,514.22
460.5224.02	HMA Pavement Type 4 LT 58-28 S (460.6223), Item also includes asphaltic material PG 58-28 (455.0220) and asphaltic material for tack coat (455.0605). (Alleys)	TON	173	\$ 83.93	\$ 14,519.89					0.00	\$ -
460.6224	HMA Pavement Type 4 MT 58-28 S (460.6223), Item also includes asphaltic material PG 58-28 (455.0220) and asphaltic material for tack coat (455.0605). (Edwards Blvd)	TON	2471	\$ 63.00	\$ 155,673.00		3,074.23			3,074.23	\$ 193,676.49
601.0411	Concrete Curb & Gutter 30-Inch Type D	LF	1000	\$ 32.00	\$ 32,000.00	1,000.00				1,000.00	\$ 32,000.00
602.0405	Concrete Sidewalk 4-Inch	SF	18367	\$ 3.75	\$ 68,876.25	18,367.00				18,367.00	\$ 68,876.25
602.0505	Curb Ramp Detectable Warning Field Yellow	SF	230	\$ 30.00	\$ 6,900.00	283.70				283.70	\$ 8,511.00
611.8110	Adjusting Manhole Covers	EACH	16	\$ 735.00	\$ 11,760.00					0.00	\$ -
628.7020	Inlet Protection Type D	EACH	42	\$ 98.00	\$ 4,116.00	60.00				60.00	\$ 5,880.00
646.1020.01	Marking Line Epoxy 4-Inch (White)	LF	4572	\$ 0.48	\$ 2,194.56		3,781.00			3,781.00	\$ 1,814.88
646.1020.02	Marking Line Epoxy 4-Inch (Yellow)	LF	33782	\$ 0.48	\$ 16,215.36		12,104.00			12,104.00	\$ 5,809.92
646.3020.01	Marking Line Epoxy 8-Inch (White)	LF	1281	\$ 0.75	\$ 960.75		1,392.20			1,392.20	\$ 1,044.15
646.3020.02	Marking Line Epoxy 8-Inch Diagonal (Yellow)	LF	1000	\$ 10.25	\$ 10,250.00		899.00			899.00	\$ 9,214.75
646.5020.02	Epoxy Arrow (left)	EACH	9	\$ 280.00	\$ 2,520.00		10.00			10.00	\$ 2,800.00
646.5020.03	Epoxy Arrow (right)	EACH	10	\$ 280.00	\$ 2,800.00		10.00			10.00	\$ 2,800.00
646.5120	Marking Word Epoxy "ONLY"	EACH	17	\$ 325.00	\$ 5,525.00		17.00			17.00	\$ 5,525.00
646.6120	Marking Stop Line Epoxy 18-inch	LF	19	\$ 16.25	\$ 308.75		18.00			18.00	\$ 292.50
646.7420	Marking Crosswalk Epoxy 6-inch	LF	945	\$ 8.50	\$ 8,032.50		733.00			733.00	\$ 6,230.50
SPV.0060.01	Adjusting Valve Boxes	EACH	1	\$ 155.00	\$ 155.00					0.00	\$ -
SPV.0105.01	Traffic Control	LS	1	\$ 9,200.00	\$ 9,200.00					0.00	\$ -
SPV.0180.01	Restore Disturbed Areas - Includes Topsoil (625.0100), Fertilizer Type A (629.0205), Seeding Mix No. 40 (630.0140) and Erosion Control Matting (Class I Type A)	SY	5100	\$ 5.35	\$ 27,285.00		8,205.40			8,205.40	\$ 43,898.89
BASE BID SUBTOTAL					\$525,186.22	Subtotal, Base Bid - Paid to Date				\$ 521,331.51	
Subtotal \$ per Estimate - Base Bid						\$ 158,500.45	\$ 362,831.06	\$ -	\$ -		

ADDITIONAL BID - SNAKE ROAD											
Item No.	Item Description	Unit	Bid Qty.	Bid Unit \$	Bid Total \$	Quantity per Estimate				Qty to Date	\$ Paid to Date
						#1	#2	#3	#4		
201.0110	Clearing	SY	1020	\$ 4.00	\$ 4,080.00		793.10			793.10	\$ 3,172.40
201.0210	Grubbing	SY	1020	\$ 2.00	\$ 2,040.00					0.00	\$ -
204.0120	Removing Asphaltic Surface Milling (Partial Depth 2")	SY	2000	\$ 2.18	\$ 4,360.00					0.00	\$ -
204.0150	Removing Curb & Gutter	LF	10	\$ 9.80	\$ 98.00					0.00	\$ -
205.0100	Excavation Common	CY	75	\$ 29.60	\$ 2,220.00					0.00	\$ -
305.0115	Base Aggregate Dense 3/4-Inch	TON	35	\$ 45.70	\$ 1,599.50					0.00	\$ -
305.0120	Base Aggregate Dense 1 1/4-Inch	TON	90	\$ 27.15	\$ 2,443.50					0.00	\$ -
311.0110	Breaker Run-Undistributed	TON	290	\$ 29.85	\$ 8,656.50					0.00	\$ -
416.1010	Concrete Surface Drains	CY	2	\$ 1,200.00	\$ 2,400.00					0.00	\$ -
460.5224	HMA Pavement Type 4 LT 58-28 S (460.6223), Item also includes asphaltic mater	TON	240	\$ 73.54	\$ 17,649.60					0.00	\$ -
465.0315	Asphaltic Flumes	SY	6	\$ 310.00	\$ 1,860.00					0.00	\$ -
522.1012	Apron Endwalls for Culvert Pipe Reinforced Concrete 12-Inch	EACH	1	\$ 920.00	\$ 920.00					0.00	\$ -
522.1018	Apron Endwalls for Culvert Pipe Reinforced Concrete 18-Inch	EACH	1	\$ 975.00	\$ 975.00					0.00	\$ -
601.0411	Concrete Curb & Gutter 30-Inch Type D	LF	560	\$ 23.30	\$ 13,048.00					0.00	\$ -
606.0200	Medium Riprap	CY	2	\$ 120.00	\$ 240.00					0.00	\$ -
608.0312	Storm Sewer Pipe Reinforced Concrete Class III 12-Inch	LF	505	\$ 65.90	\$ 33,279.50					0.00	\$ -
608.0318	Storm Sewer Pipe Reinforced Concrete Class III 18-Inch	LF	70	\$ 72.20	\$ 5,054.00					0.00	\$ -
611.0600	Inlet Covers Type A: R-3067-L	EACH	3	\$ 545.00	\$ 1,635.00					0.00	\$ -
611.0624	Inlet Covers Type H: R-3067-L	EACH	3	\$ 545.00	\$ 1,635.00					0.00	\$ -
611.1230	Catch Basins 2x3-FT	EACH	3	\$ 1,695.00	\$ 5,085.00					0.00	\$ -
611.3003	Inlets 3-FT Diameter	EACH	3	\$ 1,425.00	\$ 4,275.00					0.00	\$ -
611.8110	Adjusting Manhole Covers - Sanitary	EACH	1	\$ 735.00	\$ 735.00					0.00	\$ -
628.1504	Silt Fence	LF	100	\$ 3.00	\$ 300.00	136.00				136.00	\$ 408.00
628.2004	Erosion Mat Class I Type B	SY	1020	\$ 1.20	\$ 1,224.00					0.00	\$ -
628.7015	Inlet Protection Type C	EACH	6	\$ 60.00	\$ 360.00					0.00	\$ -
645.0120	Geotextile Type HR	SY	5	\$ 8.00	\$ 40.00					0.00	\$ -
645.0220	Geogrid Type SR	SY	400	\$ 5.00	\$ 2,000.00					0.00	\$ -
690.0150	Sawing Asphalt	LF	800	\$ 1.25	\$ 1,000.00					0.00	\$ -
SPV.0180.01	Restore Disturbed Areas - Includes Topsoil (625.0100), Fertilizer Type A (629.020	SY	1020	\$ 4.15	\$ 4,233.00					0.00	\$ -
ADDITIONAL BID SUBTOTAL				\$123,445.60		Subtotal, Additional Bid - Paid to Date				\$3,580.40	
Subtotal \$ per Estimate - Base Bid						\$ 408.00	\$ 3,172.40	\$ -	\$ -		
Subtotal \$ Paid per Estimate						\$ 158,908.45	\$ 366,003.46	\$ -	\$ -		
Retainage Held per Estimate						\$ (7,945.42)	\$ (8,270.38)				
Total Paid per Estimate						\$ 150,963.03	\$ 357,733.08	\$ -	\$ -		
TOTAL BASE BID + ALL ADD'L BIDS:				\$648,631.82		TOTAL - Paid to Date				\$ 524,911.91	
						Less Retainage Held				\$ (16,215.80)	
TOTAL BASE BID + ALL ADD'L BIDS - Paid to Date, Less Retainage										\$ 508,696.11	

MEMORANDUM TO THE CITY OF LAKE GENEVA

To: Tom Earle
From: Luke Podella
CC: Neil Waswo, Mike Timmers, Gregory Governatori
Date: May 17, 2021
Re: Pay Request #3 for 2020 Lake Geneva Street Program

A review of the Request for **Payment No. 3** from **Payne & Dolan, Inc.** for the **2020 Lake Geneva Street Program** construction contract has been completed.

Tom, could you please review this pay request and forward it to City Hall, if you approve.

Payment in the amount of **\$14,865.13** for this payment request has been recommended for approval by the Construction Manager on site.

The Contractor's documents are enclosed for the City's approval.

Payment amounts are broken up as follows:

	<u>New Invoice Amount</u>	<u>Previously Invoiced</u>	<u>Total</u>
Invoiced	\$17,365.13	\$ 570,034.45	\$572,084.45
Retainage (5%, until 50% complete)	(\$ 2,500.00)	(\$ 15,315.13)	(\$ 0.00)
Total Approved for Payment	\$14,865.13	\$ 554,719.32	\$572,084.45

Contract Base Bid, based on plan quantities: \$612,605.28

Please feel free to contact me if you have any questions.

Please send Payment to:

Payne & Dolan, Inc.
P.O. Box 781
Waukesha, WI 53187-0781

**KAPUR & ASSOCIATES, INC.****2020 LAKE GENEVA STREET PROGRAM - General Bid Tab**

City of Lake Geneva, Walworth County, Wisconsin

Bid Opening: June 25th, 2020, 10am CST

PAYMENT TAB, DATED:

12/14/2020

1/10/2021

BASE BID - SAGE STREET:

Item No.	Item Description	Unit	Bid Qty.	Bid Unit \$	Bid Total \$	Quantity per Estimate				Qty to Date	\$ Paid to Date
						#1	#2	#3	#4		
204.0100	Removing Pavement (Concrete Driveway)	SY	30	\$27.00	\$ 810.00		55.40			55.40	\$ 1,495.80
204.0110	Removing Asphaltic Surface (Driveway)	SY	46	\$9.00	\$ 414.00	41.25				41.25	\$ 371.25
204.0120	Removing Asphaltic Surface Milling (Partial Depth 2")	SY	9300	\$1.96	\$ 18,228.00	8946.57				8946.57	\$ 17,535.28
204.0150	Removing Curb & Gutter	LF	875	\$11.50	\$ 10,062.50	996.00				996.00	\$ 11,454.00
204.0155	Removing Concrete Sidewalk	SY	300	\$20.50	\$ 6,150.00	321.16				321.16	\$ 6,583.80
204.0210	Removing Manholes (Storm)	EACH	2	\$1,200.00	\$ 2,400.00	3.00				3.00	\$ 3,600.00
204.0220	Removing Inlets	EACH	1	\$950.00	\$ 950.00	1.00				1.00	\$ 950.00
205.0100	Excavation Common	CY	110	\$30.00	\$ 3,300.00		110.00			110.00	\$ 3,300.00
305.0120	Base Aggregate Dense 1 1/4-Inch (Undistributed)	TON	150	\$25.00	\$ 3,750.00		149.81			149.81	\$ 3,745.25
416.0160	Concrete Driveway 6-Inch	SY	8	\$60.00	\$ 480.00		17.79			17.79	\$ 1,067.40
416.0180	Concrete Driveway 8-Inch	SY	38	\$63.00	\$ 2,394.00		37.50			37.50	\$ 2,362.50
460.5224	HMA Pavement Type 4 LT 58-28 S (460.5224), Item also includes asphaltic material for tack coat (455.0605). Includes shouldering and restoration.	TON	1120	\$67.74	\$ 75,868.80	1153.33				1153.33	\$ 78,126.57
465.0120	Asphaltic Surface Driveways	TON	10	\$119.41	\$ 1,194.10	10.00				10.00	\$ 1,194.10
601.0110	Concrete Curb & Gutter 24-Inch Type D	LF	655	\$35.50	\$ 23,252.50	849.50				849.50	\$ 30,157.25
601.0411	Concrete Curb & Gutter 30-Inch Type D	LF	195	\$36.35	\$ 7,088.25	125.50				125.50	\$ 4,561.93
601.0600	Concrete Curb Pedestrian	LF	115	\$30.00	\$ 3,450.00	91.50				91.50	\$ 2,745.00
602.0405	Concrete Sidewalk 4-Inch	SF	2750	\$7.75	\$ 21,312.50	2890.45				2890.45	\$ 22,400.99
602.1500	Concrete Steps	SF	30	\$45.00	\$ 1,350.00	16.00				16.00	\$ 720.00
602.0505	Curb Ramp Detectable Warning Field Yellow	SF	204	\$35.00	\$ 7,140.00	186.00				186.00	\$ 6,510.00
608.0312	Storm Sewer Pipe Reinforced Concrete Class III 12-Inch	LF	8	\$205.00	\$ 1,640.00	25.00				25.00	\$ 5,125.00
608.0315	Storm Sewer Pipe Reinforced Concrete Class III 15-Inch	LF	16	\$212.00	\$ 3,392.00	16.00				16.00	\$ 3,392.00
611.0612	Inlet Cover Type C	EACH	2	\$608.00	\$ 1,216.00	2.00				2.00	\$ 1,216.00
611.2004	Manholes 4-FT Diameter	EACH	2	\$3,300.00	\$ 6,600.00	3.00				3.00	\$ 9,900.00
611.8110	Adjusting Manholes Covers (Undistributed)	EACH	25	\$54.63	\$ 1,365.75	3.00				3.00	\$ 163.89
611.8115	Adjusting Inlet Covers (Undistributed)	EACH	7	\$425.00	\$ 2,975.00	6.00				6.00	\$ 2,550.00
628.7010	Inlet Protection Type B	EACH	4	\$45.00	\$ 180.00	4.00				4.00	\$ 180.00
628.7015	Inlet Protection Type C	EACH	17	\$55.00	\$ 935.00	14.00				14.00	\$ 770.00
646.6120	Marking Stop Line Epoxy 18-inch	LF	160	\$15.50	\$ 2,480.00	165.80				165.80	\$ 2,569.90
646.7420	Marking Crosswalk Epoxy Transverse Line 6-inch	LF	1000	\$13.50	\$ 13,500.00	967.80				967.80	\$ 13,065.30
690.0150	Sawing Asphalt	LF	90	\$1.75	\$ 157.50	105.00	32.00			137.00	\$ 239.75
690.0250	Sawing Concrete	LF	135	\$2.25	\$ 303.75		535.00			535.00	\$ 1,203.75
SPV.0060.01	Adjusting Valve Boxes (Undistributed)	EACH	6	\$32.78	\$ 196.68	2.00				2.00	\$ 65.56
SPV.0105.01	Traffic Control	LS	1	\$7,231.73	\$ 7,231.73	1.00				1.00	\$ 7,231.73
SPV.0180.01	Fertilizer Type A (629.0205), Seeding Mix No. 40 (630.0140).	SY	510	\$10.50	\$ 5,355.00	960.39				960.39	\$ 10,084.10
SUBTOTAL SAGE ST: \$ 237,123.06						Subtotal, Base Bid Sage Street - Paid to Date				\$ 256,638.09	
Subtotal \$ per Estimate - Sage St.						\$ 243,407.39	\$ 13,230.70	\$ -	\$ -		

BASE BID - HORACE STREET:

Item No.	Item Description	Unit	Bid Qty.	Bid Unit \$	Bid Total \$	Quantity per Estimate				Qty to Date	\$ Paid to Date
						#1	#2	#3	#4		
204.0110	Removing Asphaltic Surface (Driveway)	SY	6	\$9.00	\$ 54.00	5.67				5.67	\$ 51.03
204.0120	Removing Asphaltic Surface Milling (Partial Depth 2")	SY	1080	\$2.09	\$ 2,257.20	1042.33				1042.33	\$ 2,178.47
204.0150	Removing Curb & Gutter	LF	126	\$11.50	\$ 1,449.00	110.50				110.50	\$ 1,270.75
204.0155	Removing Concrete Sidewalk	SY	26	\$20.50	\$ 533.00	26.00				26.00	\$ 533.00
205.0100	Excavation Common	CY	10	\$30.00	\$ 300.00	10.00				10.00	\$ 300.00
305.0120	Base Aggregate Dense 1 1/4-Inch (Undistributed)	TON	17	\$17.00	\$ 289.00		17.00			17.00	\$ 289.00
460.5224	HMA Pavement Type 4 LT 58-28 S (460.5224), Item also includes asphaltic material for tack coat (455.0605). Includes shouldering and restoration.	TON	130	\$64.89	\$ 8,435.70	128.00				128.00	\$ 8,305.92
465.0120	Asphaltic Surface Driveways	TON	2	\$161.45	\$ 322.90	2.00				2.00	\$ 322.90
601.0110	Concrete Curb & Gutter 24-Inch Type D	LF	47	\$35.50	\$ 1,668.50	68.00				68.00	\$ 2,414.00
601.0411	Concrete Curb & Gutter 30-Inch Type D	LF	79	\$36.35	\$ 2,871.65	42.50				42.50	\$ 1,544.88
602.0405	Concrete Sidewalk 4-Inch	SF	275	\$7.75	\$ 2,131.25	234.00				234.00	\$ 1,813.50
602.0505	Curb Ramp Detectable Warning Field Yellow	SF	20	\$35.00	\$ 700.00	16.00				16.00	\$ 560.00
611.8110	Adjusting Manholes Covers (Undistributed)	EACH	1	\$54.63	\$ 54.63					0.00	\$ -
611.8115	Adjusting Inlet Covers (Undistributed)	EACH	2	\$425.00	\$ 850.00	2.00				2.00	\$ 850.00
628.7015	Inlet Protection Type C	EACH	5	\$55.00	\$ 275.00	2.00				2.00	\$ 110.00
690.0150	Sawing Asphalt	LF	17	\$1.75	\$ 29.75	17.00	6.00			23.00	\$ 40.25
SPV.0105.01	Traffic Control	LS	1	\$2,781.78	\$ 2,781.78	1.00				1.00	\$ 2,781.78
SPV.0180.01	Fertilizer Type A (629.0205), Seeding Mix No. 40 (630.0140).	SY	35	\$10.50	\$ 367.50	53.94				53.94	\$ 566.37
SUBTOTAL HORACE ST:				\$	25,370.86	Subtotal, Base Bid Horace Street - Paid to Date				\$	23,931.84
Subtotal \$ per Estimate - Horace St.						\$ 23,632.34	\$ 299.50	\$ -	\$ -		

BASE BID - CAREY STREET:

Item No.	Item Description	Unit	Bid Qty.	Bid Unit \$	Bid Total \$	Quantity per Estimate				Qty to Date	\$ Paid to Date
						#1	#2	#3	#4		
204.0110	Removing Asphaltic Surface (Driveway & Roadway)	SY	175	\$9.00	\$ 1,575.00		155.00			155.00	\$ 1,395.00
204.0120	Removing Asphaltic Surface Milling (Partial Depth 2")	SY	350	\$2.70	\$ 945.00	504.44				504.44	\$ 1,361.99
204.0150	Removing Curb & Gutter	LF	305	\$11.50	\$ 3,507.50	297.00				297.00	\$ 3,415.50
205.0100	Excavation Common	CY	15	\$30.00	\$ 450.00	15.00				15.00	\$ 450.00
305.0120	Base Aggregate Dense 1 1/4-Inch (Undistributed)	TON	30	\$17.00	\$ 510.00	30.00				30.00	\$ 510.00
460.5224	HMA Pavement Type 4 LT 58-28 S (460.5224), Item also includes asphaltic material for tack coat (455.0605). Includes shouldering and restoration.	TON	40	\$89.09	\$ 3,563.60	44.43				44.43	\$ 3,958.27
465.0120	Asphaltic Surface Driveways	TON	40	\$149.29	\$ 5,971.60	49.45				49.45	\$ 7,382.39
601.0110	Concrete Curb & Gutter 24-Inch Type D	LF	305	\$35.50	\$ 10,827.50	297.00				297.00	\$ 10,543.50
611.8115	Adjusting Inlet Covers (Undistributed)	EACH	1	\$525.00	\$ 525.00					0.00	\$ -
628.7015	Inlet Protection Type C	EACH	2	\$55.00	\$ 110.00	2.00				2.00	\$ 110.00
690.0150	Sawing Asphalt	LF	600	\$1.75	\$ 1,050.00	564.00	8.00			572.00	\$ 1,001.00
SPV.0105.01	Traffic Control	LS	1	\$2,781.78	\$ 2,781.78	1.00				1.00	\$ 2,781.78
SPV.0180.01	Fertilizer Type A (629.0205), Seeding Mix No. 40 (630.0140).	SY	10	\$10.50	\$ 105.00	10.67				10.67	\$ 112.04
SUBTOTAL CAREY ST:				\$	31,921.98	Subtotal, Base Bid Carey Street - Paid to Date				\$	33,021.46
Subtotal \$ per Estimate - Carey St.						\$ 31,612.46	\$ 1,409.00	\$ -	\$ -		

BASE BID - HEATHER CIRCLE:

Item No.	Item Description	Unit	Bid Qty.	Bid Unit \$	Bid Total \$	Quantity per Estimate				Qty to Date	\$ Paid to Date
						#1	#2	#3	#4		
204.0120	Removing Asphaltic Surface Milling (Partial Depth 2")	SY	1100	\$1.93	\$ 2,123.00	1100.00				1100.00	\$ 2,123.00
460.5224	HMA Pavement Type 4 LT 58-28 S (460.5224), Item also includes asphaltic material for tack coat (455.0605). Includes shouldering and restoration.	TON	130	\$67.36	\$ 8,756.80	128.97				128.97	\$ 8,687.42
611.8110	Adjusting Manholes Covers (Undistributed)	EACH	2	\$54.63	\$ 109.26					0.00	\$ -
628.7015	Inlet Protection Type C	EACH	4	\$55.00	\$ 220.00	4.00				4.00	\$ 220.00
SPV.0105.01	Traffic Control	LS	1	\$1,248.41	\$ 1,248.41	1.00				1.00	\$ 1,248.41
SUBTOTAL HEATHER CIR:					\$ 12,457.47	Subtotal, Base Bid Heather Circle - Paid to Date				\$ 12,278.83	
Subtotal \$ per Estimate - Heather Cir.						\$ 12,278.83	\$ -	\$ -	\$ -		

BASE BID - ANDRIA DRIVE:

Item No.	Item Description	Unit	Bid Qty.	Bid Unit \$	Bid Total \$	Quantity per Estimate				Qty to Date	\$ Paid to Date
						#1	#2	#3	#4		
204.0120	Removing Asphaltic Surface Milling (Partial Depth 2")	SY	1700	\$2.66	\$ 4,522.00	1588.11				1588.11	\$ 4,224.37
204.0155	Removing Concrete Sidewalk	SY	23	\$20.50	\$ 471.50	31.77				31.77	\$ 651.29
205.0100	Excavation Common	CY	3	\$30.00	\$ 90.00	3.00				3.00	\$ 90.00
305.0120	Base Aggregate Dense 1 1/4-Inch (Undistributed)	TON	6	\$17.00	\$ 102.00	6.00				6.00	\$ 102.00
460.5224	HMA Pavement Type 4 LT 58-28 S (460.5224), Item also includes asphaltic material for tack coat (455.0605). Includes shouldering and restoration.	TON	205	\$66.75	\$ 13,683.75	201.50				201.50	\$ 13,450.13
602.0405	Concrete Sidewalk 4-Inch	SF	210	\$7.75	\$ 1,627.50	285.90				285.90	\$ 2,215.73
602.0505	Curb Ramp Detectable Warning Field Yellow	SF	32	\$35.00	\$ 1,120.00	32.00				32.00	\$ 1,120.00
611.8110	Adjusting Manholes Covers (Undistributed)	EACH	2	\$54.63	\$ 109.26					0.00	\$ -
628.7015	Inlet Protection Type C	EACH	5	\$55.00	\$ 275.00	5.00				5.00	\$ 275.00
690.0150	Sawing Asphalt	LF	17	\$1.75	\$ 29.75					0.00	\$ -
SPV.0060.01	Adjusting Valve Boxes (Undistributed)	EACH	3	\$32.77	\$ 98.31	1.00				1.00	\$ 32.77
SPV.0105.01	Traffic Control	LS	1	\$2,574.09	\$ 2,574.09	1.00				1.00	\$ 2,574.09
SPV.0180.01	Fertilizer Type A (629.0205), Seeding Mix No. 40 (630.0140).	SY	20	\$10.50	\$ 210.00	26.67				26.67	\$ 280.04
SUBTOTAL ANDRIA DR:					\$ 24,913.16	Subtotal, Base Bid Andria Drive - Paid to Date				\$ 25,015.40	
Subtotal \$ per Estimate - Andria Dr.						\$ 25,015.40	\$ -	\$ -	\$ -		

BASE BID - MAYTAG ROAD:

Item No.	Item Description	Unit	Bid Qty.	Bid Unit \$	Bid Total \$	Quantity per Estimate				Qty to Date	\$ Paid to Date
						#1	#2	#3	#4		
204.0120	Removing Asphaltic Surface Milling (Partial Depth 2")	SY	3000	\$1.89	\$ 5,670.00	3000.00				3000.00	\$ 5,670.00
460.5224	HMA Pavement Type 4 LT 58-28 S (460.5224), Item also includes asphaltic material for tack coat (455.0605). Includes shouldering and restoration.	TON	350	\$67.56	\$ 23,646.00	328.60				328.60	\$ 22,200.22
611.8110	Adjusting Manholes Covers (Undistributed)	EACH	6	\$54.63	\$ 327.78					0.00	\$ -
SPV.0060.01	Adjusting Valve Boxes (Undistributed)	EACH	1	\$32.78	\$ 32.78	1.00				1.00	\$ 32.78
SPV.0105.01	Traffic Control	LS	1	\$2,476.57	\$ 2,476.57	1.00				1.00	\$ 2,476.57
SPV.0180.01	Fertilizer Type A (629.0205), Seeding Mix No. 40 (630.0140).	SY	120	\$10.50	\$ 1,260.00	199.61				199.61	\$ 2,095.91
SUBTOTAL MAYTAG RD:					\$ 33,413.13	Subtotal, Base Bid Maytag Road - Paid to Date				\$ 32,475.47	
Subtotal \$ per Estimate - Maytag Rd.						\$ 32,475.47	\$ -	\$ -	\$ -		

BASE BID - ALLEY DODGE STREET-NORTH STREET:											
Item No.	Item Description	Unit	Bid Qty.	Bid Unit \$	Bid Total \$	Quantity per Estimate				Qty to Date	\$ Paid to Date
						#1	#2	#3	#4		
204.0100	Removing Pavement (Concrete Driveway)	SY	15	\$27.00	\$ 405.00	65.66				65.66	\$ 1,772.82
204.0120	Removing Asphaltic Surface Milling (Partial Depth 3")	SY	760	\$4.08	\$ 3,100.80	790.00				790.00	\$ 3,223.20
204.0150	Removing Curb & Gutter	LF	70	\$11.50	\$ 805.00	68.50				68.50	\$ 787.75
204.0155	Removing Concrete Sidewalk	SY	8	\$20.50	\$ 164.00		4.44			4.44	\$ 91.02
205.0100	Excavation Common	CY	12	\$30.00	\$ 360.00	12.00				12.00	\$ 360.00
205.0100	Excavation Common - EBS	CY	120	\$24.03	\$ 2,883.60	9.30				9.30	\$ 223.48
305.0120	Base Aggregate Dense 1 1/4-Inch (Undistributed)	TON	240	\$25.00	\$ 6,000.00		57.49			57.49	\$ 1,437.25
416.0180	Concrete Driveway 8-Inch	SY	65	\$63.00	\$ 4,095.00	65.66				65.66	\$ 4,136.58
460.5224	HMA Pavement Type 4 LT 58-28 S (460.5224), Item also includes asphaltic material for tack coat (455.0605). Includes shouldering and restoration.	TON	140	\$74.69	\$ 10,456.60	138.00				138.00	\$ 10,307.22
601.0110	Concrete Curb & Gutter 24-Inch Type D	LF	58	\$35.50	\$ 2,059.00		70.50			70.50	\$ 2,502.75
611.8110	Adjusting Manholes Covers (Undistributed)	EACH	1	\$54.63	\$ 54.63	1.00				1.00	\$ 54.63
SPV.0105.01	Traffic Control	LS	1	\$3,952.14	\$ 3,952.14	1.00				1.00	\$ 3,952.14
SPV.0180.01	Fertilizer Type A (629.0205), Seeding Mix No. 40 (630.0140).	SY	70	\$10.50	\$ 735.00	36.44				36.44	\$ 382.62
SUBTOTAL ALLEY DODGE ST-NORTH ST:				\$	35,070.77	Subtotal, Base Bid Alley Dodge Street - North Street - Paid to Date				\$	29,231.46
Subtotal \$ per Estimate - Alley Dodge St.-North St.						\$ 25,200.44	\$ 4,031.02	\$ -	\$ -		
BASE BID - ALLEY COOK STREET-BROAD STREET:											
Item No.	Item Description	Unit	Bid Qty.	Bid Unit \$	Bid Total \$	Quantity per Estimate				Qty to Date	\$ Paid to Date
						#1	#2	#3	#4		
204.0120	Removing Asphaltic Surface Milling (Partial Depth 3")	SY	560	\$3.62	\$ 2,027.20	486.11				486.11	\$ 1,759.72
204.0155	Removing Concrete Sidewalk	SY	6	\$20.50	\$ 123.00	6.00				6.00	\$ 123.00
205.0100	Excavation Common - EBS	CY	90	\$24.03	\$ 2,162.70					0.00	\$ -
305.0120	Base Aggregate Dense 1 1/4-Inch (Undistributed)	TON	180	\$25.00	\$ 4,500.00		39.21			39.21	\$ 980.25
460.5224	HMA Pavement Type 4 LT 58-28 S (460.5224), Item also includes asphaltic material for tack coat (455.0605). Includes shouldering and restoration.	TON	100	\$74.75	\$ 7,475.00	90.00				90.00	\$ 6,727.50
SPV.0105.01	Traffic Control	LS	1	\$3,902.85	\$ 3,902.85	1.00				1.00	\$ 3,902.85
SPV.0180.01	Fertilizer Type A (629.0205), Seeding Mix No. 40 (630.0140).	SY	20	\$10.50	\$ 210.00	4.44				4.44	\$ 46.62
SUBTOTAL ALLEY COOK ST-BROAD ST:				\$	20,400.75	Subtotal, Base - Paid to Date				\$	13,539.94
Subtotal \$ per Estimate - Alley Cook St. - Broad St.						\$ 12,559.69	\$ 980.25	\$ -	\$ -		

BASE BID - ALLEY PATCH:

Item No.	Item Description	Unit	Bid Qty.	Bid Unit \$	Bid Total \$	Quantity per Estimate				Qty to Date	\$ Paid to Date
						#1	#2	#3	#4		
204.0120	Removing Asphaltic Surface Milling (Partial Depth 3")	SY	80	\$14.30	\$ 1,144.00	78.33				78.33	\$ 1,120.12
205.0100	Excavation Common - EBS	CY	40	\$24.02	\$ 960.80					0.00	\$ -
305.0120	Base Aggregate Dense 1 1/4-Inch (Undistributed)	TON	80	\$22.23	\$ 1,778.40		38.03			38.03	\$ 845.41
460.5224	HMA Pavement Type 4 LT 58-28 S (460.5224), Item also includes asphaltic material for tack coat (455.0605). Includes shouldering and restoration.	TON	14	\$123.97	\$ 1,735.58	14.00				14.00	\$ 1,735.58
SPV.0105.01	Traffic Control	LS	1	\$1,544.55	\$ 1,544.55	1.00				1.00	\$ 1,544.55
SUBTOTAL ALLEY PATCH:					\$ 7,163.33	Subtotal, Base - Paid to Date				\$ 5,245.66	
Subtotal \$ per Estimate - Alley Patch						\$ 4,400.25	\$ 845.41	\$ -	\$ -		

BASE BID - PEDESTRIAN PATH (TOWNLINEROAD):

Item No.	Item Description	Unit	Bid Qty.	Bid Unit \$	Bid Total \$	Quantity per Estimate				Qty to Date	\$ Paid to Date
						#1	#2	#3	#4		
204.0155	Removing Concrete Sidewalk	SY	6	\$20.50	\$ 123.00	5.50				5.50	\$ 112.75
205.0100	Excavation Common	CY	600	\$30.05	\$ 18,030.00	12.00				12.00	\$ 360.60
205.0100	Excavation Common - EBS	CY	360	\$28.44	\$ 10,238.40					0.00	\$ -
305.0120	Base Aggregate Dense 1 1/4-Inch (Undistributed)	TON	1500	\$19.38	\$ 29,070.00	63.67	19.01			82.68	\$ 1,602.34
460.5224	HMA Pavement Type 4 LT 58-28 S (460.5224), Item also includes asphaltic material for tack coat (455.0605). Includes shouldering and restoration.	TON	370	\$72.41	\$ 26,791.70	396.22				396.22	\$ 28,690.29
602.0405	Concrete Sidewalk 4-Inch	SF	72	\$7.75	\$ 558.00	49.00				49.00	\$ 379.75
602.0505	Curb Ramp Detectable Warning Field Yellow	SF	20	\$35.00	\$ 700.00	16.00				16.00	\$ 560.00
611.8110	Adjusting Manholes Covers (Undistributed)	EACH	1	\$54.63	\$ 54.63	1.00				1.00	\$ 54.63
628.1504	Silt Fence	LF	1480	\$1.50	\$ 2,220.00					0.00	\$ -
646.7420	Marking Crosswalk Epoxy Transverse Line 6-inch	LF	280	\$13.50	\$ 3,780.00	331.20				331.20	\$ 4,471.20
646.9000	Marking Removal Line 4-Inch	LF	90	\$3.00	\$ 270.00	84.00				84.00	\$ 252.00
690.0150	Sawing Asphalt	LF	280	\$1.75	\$ 490.00	318.00				318.00	\$ 556.50
SPV.0105.01	Traffic Control	LS	1	\$5,798.64	\$ 5,798.64	1.00				1.00	\$ 5,798.64
SPV.0180.01	Fertilizer Type A (629.0205), Seeding Mix No. 40 (630.0140).	SY	1050	\$10.50	\$ 11,025.00	830.33				830.33	\$ 8,718.47
SUBTOTAL PEDESTRIAN PATH:					\$ 109,149.37	Subtotal, Pedestrian Path - Paid to Date				\$ 51,557.16	
Subtotal \$ per Estimate - Pedestrian Path (Townline Road)						\$ 51,188.75	\$ 368.41	\$ -	\$ -		
TOTAL BASE BID:					\$ 536,983.88	Subtotal, Base Bid -Paid to Date				\$ 482,935.32	

MANDATORY ADDITIONAL BID 1 - SUE ANN DRIVE:											
Item No.	Item Description	Unit	Bid Qty.	Bid Unit \$	Bid Total \$	Quantity per Estimate				Qty to Date	\$ Paid to Date
						#1	#2	#3	#4		
204.0120	Removing Asphaltic Surface Milling (Partial Depth 2")	SY	3600	\$2.89	\$ 10,404.00	3396.22				3396.22	\$ 9,815.08
204.0150	Removing Curb & Gutter	LF	26	\$11.50	\$ 299.00	34.00				34.00	\$ 391.00
205.0100	Excavation Common	CY	1	\$30.00	\$ 30.00	1.00				1.00	\$ 30.00
305.0120	Base Aggregate Dense 1 1/4-Inch (Undistributed)	TON	2	\$25.00	\$ 50.00	2.00				2.00	\$ 50.00
460.5224	HMA Pavement Type 4 LT 58-28 S (460.5224), Item also includes asphaltic material for tack coat (455.0605). Includes shouldering and restoration.	TON	420	\$66.10	\$ 27,762.00	414.86				414.86	\$ 27,422.25
601.0110	Concrete Curb & Gutter 24-Inch Type D	LF	26	\$35.50	\$ 923.00	34.00				34.00	\$ 1,207.00
611.8110	Adjusting Manholes Covers (Undistributed)	EACH	6	\$54.63	\$ 327.78					0.00	\$ -
628.7015	Inlet Protection Type C	EACH	5	\$55.00	\$ 275.00	5.00				5.00	\$ 275.00
SPV.0060.01	Adjusting Valve Boxes (Undistributed)	EACH	2	\$32.78	\$ 65.56					0.00	\$ -
SPV.0105.01	Traffic Control	LS	1	\$901.35	\$ 901.35	1.00				1.00	\$ 901.35
SPV.0180.01	Fertilizer Type A (629.0205), Seeding Mix No. 40 (630.0140).	SY	6	\$10.50	\$ 63.00	22.22				22.22	\$ 233.31
SUBTOTAL ADDT'L BID 1:					\$ 41,100.69	Subtotal, Add'l Bid #1 - Paid to Date				\$ 40,324.98	
Subtotal \$ per Estimate - Sue Ann Drive						\$ 40,324.98	\$ -	\$ -	\$ -		
MANDATORY ADDITIONAL BID 2 - MADISON STREET:											
Item No.	Item Description	Unit	Bid Qty.	Bid Unit \$	Bid Total \$	Quantity per Estimate				Qty to Date	\$ Paid to Date
						#1	#2	#3	#4		
204.0120	Removing Asphaltic Surface Milling (Partial Depth 2")	SY	1010	\$2.40	\$ 2,424.00	1048.81				1048.81	\$ 2,517.14
204.0150	Removing Curb & Gutter	LF	75	\$11.50	\$ 862.50	82.50				82.50	\$ 948.75
205.0100	Excavation Common	CY	3	\$30.00	\$ 90.00	3.00				3.00	\$ 90.00
305.0120	Base Aggregate Dense 1 1/4-Inch (Undistributed)	TON	6	\$25.00	\$ 150.00	6.00				6.00	\$ 150.00
460.5224	HMA Pavement Type 4 LT 58-28 S (460.5224), Item also includes asphaltic material for tack coat (455.0605). Includes shouldering and restoration.	TON	120	\$67.05	\$ 8,046.00	120.00				120.00	\$ 8,046.00
601.0110	Concrete Curb & Gutter 24-Inch Type D	LF	75	\$35.50	\$ 2,662.50	82.50				82.50	\$ 2,928.75
611.8110	Adjusting Manholes Covers (Undistributed)	EACH	1	\$54.63	\$ 54.63					0.00	\$ -
628.7015	Inlet Protection Type C	EACH	2	\$55.00	\$ 110.00	2.00				2.00	\$ 110.00
SPV.0060.01	Adjusting Valve Boxes (Undistributed)	EACH	1	\$32.78	\$ 32.78					0.00	\$ -
SPV.0105.01	Traffic Control	LS	1	\$993.69	\$ 993.69	1.00				1.00	\$ 993.69
SPV.0180.01	Fertilizer Type A (629.0205), Seeding Mix No. 40 (630.0140).	SY	18	\$10.50	\$ 189.00	17.50				17.50	\$ 183.75
SUBTOTAL ADDT'L BID 2:					\$ 15,615.10	Subtotal, Add'l Bid #2 - Paid to Date				\$ 15,968.08	
Subtotal \$ per Estimate - Madison St.						\$ 15,968.08	\$ -	\$ -	\$ -		

MANDATORY ADDITIONAL BID 3 - ALLEY ENTRANCES:											
Item No.	Item Description	Unit	Bid Qty.	Bid Unit \$	Bid Total \$	Quantity per Estimate				Qty to Date	\$ Paid to Date
						#1	#2	#3	#4		
204.0100	Removing Pavement (Concrete Driveway)	SY	15	\$27.00	\$ 405.00	43.65				43.65	\$ 1,178.55
204.0150	Removing Curb & Gutter	LF	39	\$11.50	\$ 448.50	39.50				39.50	\$ 454.25
204.0155	Removing Concrete Sidewalk	SY	16	\$20.50	\$ 328.00		15.91			15.91	\$ 326.24
205.0100	Excavation Common	CY	14	\$30.00	\$ 420.00	14.00				14.00	\$ 420.00
305.0120	Base Aggregate Dense 1 1/4-Inch (Undistributed)	TON	30	\$25.00	\$ 750.00		18.51			18.51	\$ 462.75
416.0180	Concrete Driveway 8-Inch	SY	43	\$63.00	\$ 2,709.00	43.65				43.65	\$ 2,749.95
460.5224	HMA Pavement Type 4 LT 58-28 S (460.5224), Item also includes asphaltic material for tack coat (455.0605). Includes shouldering and restoration.	TON	9	\$306.17	\$ 2,755.53	11.00				11.00	\$ 3,367.87
601.0110	Concrete Curb & Gutter 24-Inch Type D	LF	28	\$35.50	\$ 994.00	31.70				31.70	\$ 1,125.35
601.0411	Concrete Curb & Gutter 30-Inch Type D	LF	17	\$36.35	\$ 617.95	19.80				19.80	\$ 719.73
690.0150	Sawing Asphalt	LF	100	\$1.75	\$ 175.00	97.94	47.06			145.00	\$ 253.75
SPV.0105.01	Traffic Control	LS	1	\$1,418.63	\$ 1,418.63	1.00				1.00	\$ 1,418.63
SPV.0180.01	Fertilizer Type A (629.0205), Seeding Mix No. 40 (630.0140).	SY	18	\$10.50	\$ 189.00	19.89				19.89	\$ 208.85
SUBTOTAL ADDT'L BID 3:					\$ 11,210.61	Subtotal, Add'l Bid #3 - Paid to Date				\$ 12,685.91	
Subtotal \$ per Estimate - Alley Entrances						\$ 11,814.57	\$ 871.34	\$ -	\$ -		
MANDATORY ADDITIONAL BID 4 - SAGE STREET SHARROWS:											
Item No.	Item Description	Unit	Bid Qty.	Bid Unit \$	Bid Total \$	Quantity per Estimate				Qty to Date	\$ Paid to Date
						#1	#2	#3	#4		
646.5220	Marking Symbol Epoxy	EACH	19	\$405.00	\$ 7,695.00	20.00				20.00	\$ 8,100.00
SUBTOTAL ADDT'L BID 4:					\$ 7,695.00	Subtotal, Add'l Bid #4 - Paid to Date				\$ 8,100.00	
Subtotal \$ per Estimate - Sage St. Sharrows						\$ 8,100.00	\$ -	\$ -	\$ -		

CONTRACT CHANGE ORDER #1:

Item No.	Item Description	Unit	Bid Qty.	Bid Unit \$	Bid Total \$	Quantity per Estimate				Qty to Date	\$ Paid to Date
						#1	#2	#3	#4		
1.01	Excavation Common - Asphaltic Pavement	LS	1	\$5,943.60	\$ 5,943.60		1.00			1.00	\$ 5,943.60
1.02	Short Load Trucking Add-On	LS	1	\$2,456.56	\$ 2,456.56		1.00			1.00	\$ 2,456.56
1.03	Reconstruct Inlet - Sage St.	LS	1	\$1,620.00	\$ 1,620.00		1.00			1.00	\$ 1,620.00

SUBTOTAL CCO #1:	\$ 10,020.16	Subtotal, Add'l Bid #3 - Paid to Date	\$ 10,020.16
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Subtotal \$ per Estimate - Contract Change Order	\$ -	\$ 10,020.16	\$ -	\$ -
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CONTRACT CHANGE ORDER #2:

Item No.	Item Description	Unit	Bid Qty.	Bid Unit \$	Bid Total \$	Quantity per Estimate				Qty to Date	\$ Paid to Date
						#1	#2	#3	#4		
1.01	Landscape Grading and Restoration	LS	1	\$2,050.00	\$2,050.00			1.00		1.00	\$ 2,050.00
SUBTOTAL CCO #2:					\$ 2,050.00	Subtotal, Add'l Bid #3 - Paid to Date				\$ 2,050.00	

Subtotal \$ per Estimate - Contract Change Order	\$ -		\$ 2,050.00	\$ -
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Subtotal \$ per Estimate	\$ 537,978.66	\$ 32,055.79	\$ 2,050.00	\$ -		
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Retainage per Estimate	\$ (15,315.13)		\$ 12,815.13	\$ -		
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Total to be Paid per Estimate	\$ 522,663.53	\$ 32,055.79	\$ 14,865.13	\$ -		
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TOTAL BASE BID + ALL ADDT'L BIDS + CCO:	\$ 624,675.44	TOTAL - Paid to Date	\$ 572,084.45
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	Less Retainage Held	-\$2,500.00
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TOTAL BASE BID + ALL ADDT'L BIDS - Paid to Date, Less Retainage	\$ 569,584.45
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MEMORANDUM TO THE CITY OF LAKE GENEVA

To: Tom Earle
From: Luke Podella
CC: Neil Waswo, Greg Governatori, Mike Timmers
Date: May 17th, 2020
Re: Contract Change Order Request #2 for 2020 Lake Geneva Streets Program

Attached please find a copy of Contract Change Order #2 and Justification of Price for the **2020 Lake Geneva Street Program** construction project.

This includes additional work requested by the City of Lake Geneva. Work includes: Grading work, erosion mat, seeding, and fertilization of ground located at the intersection of Sage St. and Water St. consisting of approximately 168 SY.

The TOTAL cost of this change order is **\$2,050.00**.

Please note, the final cost for this project will be significantly lower than the original project bid cost. The original project bid cost was \$612,605.28, but the actual cost will be \$572,084.45.

Let me know if you have any questions or comments!

Thank you!

2020 Lake Geneva Street Program Justification of Price for Contract Change Order #2

I. Item Description:

Item #2.01 Landscape Grading and Restoration:

Description: Grading work, erosion mat, seeding, and fertilization of ground located at the intersection of Sage St. and Water St. consisting of approximately 168 SY, per City of Lake Geneva request. In discussions with the City, it was decided to adjust the sidewalk configuration at the intersection of Sage St. and Water St. to no longer include pedestrian curb. This change resulted in additional grading, erosion mat, and seeding along the back side of the sidewalk to match back into the existing grade.

II. Method of Measurement: Work performed, for the above items, is measured as a lump sum.

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

The following is a cost summary for the additional items mentioned above:

Item No.	Description	Unit	Qty	Unit Price	Total Price
2.01	Landscape Grading and Restoration	LS	1	\$ 2,050.00	\$ 2,050.00
Grand Total – Contract Change Order #2					\$2,050.00

CONTRACT CHANGE ORDERChange Order: #2Date: May 17, 2021Name of Project: 2020 Lake Geneva Street ProgramOWNER: City of Lake GenevaCONTRACTOR: Payne & DolanENGINEER: Kapur & Associates, Inc.The following changes are hereby made to the Contract Documents: **See attached documentation.**

Justification: (See attached)

Change to CONTRACT PRICE- \$ 10,020.16Original CONTRACT PRICE - \$ 612,605.28Current CONTRACT PRICE adjusted by previous CHANGE ORDER - \$ 622,625.44The CONTRACT PRICE due to this CHANGE ORDER will be
increased (~~decreased~~) by - \$ 2,050.00The new CONTRACT PRICE including this CHANGE ORDER will be - \$ 624,675.44

Change to CONTRACT TIME:

The CONTRACT TIME will be (increased) (~~decreased~~) by zero calendar days.The date for completion of work will be Substantial (Date).Final (Date)

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

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

Recommended by the ENGINEER: *Luke Podella* Date 5/17/21
Name: Luke Podella

Title: Project Manager

Accepted by the CONTRACTOR:

DocuSigned by:
Raymond A. Postotnik 5/27/2021 | 5:40 AM PDT
Name: ~~Samuel Nigbur~~ Raymond A. Postotnik

Title: ~~Project Manager~~ Agent

Approved by the OWNER:

Name: Tom Earle

Title: Director of Public Works

Area Office
1740 120th Avenue
Kenosha, WI 53144



Samuel K. Nigbur
Cell: 262-366-5134
Snigbur@Walbecgroup.com

SUBMITTED TO:

City of Lake Geneva

DATE: 4/28/2021

PHONE:

JOB NAME: CO Lake Geneva 2020 Street Program

JOB LOCATION: Various Locations

PLAN DATE: NA

CHANGE ORDER

For furnishing the necessary labor, material and equipment to complete the following:

Base Proposal - Landscape Grading and Restoration

- ☐ Re-grade, EMat, Seed, and Fertilize existing landscape located at the intersection of Sage St and Water St consisting of approximately 168 sy.

TOTAL PRICE: \$ 2,050.00

NOTES:

- Project is to be built in 1 phases(s).
- Price does NOT include: sawcutting, base course, concrete curb or sidewalk, pavement marking, utility adjustments, traffic control, or permits.

THIS PROPOSAL AND PAYNE & DOLAN, INC.'S OBLIGATION TO PROVIDE ANY LABOR, MATERIALS AND/OR EQUIPMENT HEREUNDER IS EXPRESSLY CONDITIONED UPON FEDERAL, STATE AND LOCAL REGULATIONS, RESTRICTIONS AND ORDERS PERTAINING TO THE COVID-19 PANDEMIC AND THE HEALTH, SAFETY AND WELFARE OF PAYNE & DOLAN, INC.'S EMPLOYEES. IF PAYNE & DOLAN, INC., IN ITS SOLE DISCRETION, IS UNABLE TO TIMELY AND/OR ADEQUATELY PROVIDE LABOR, MATERIALS, EQUIPMENT, AND/OR WORKFORCE TO FULFILL THIS PROPOSAL DUE TO THE COVID-19 PANDEMIC OR OTHER VIRUS OUTBREAKS, EPIDEMICS, AND PANDEMICS, THEN THIS PROPOSAL SHALL BE NULL AND VOID, PAYNE & DOLAN, INC. SHALL BE EXCUSED FROM ALL PERFORMANCE HEREUNDER, ANY AND ALL LIABILITY AGAINST PAYNE & DOLAN, INC. IS WAIVED, AND PAYNE & DOLAN, INC. SHALL BE ENTITLED TO REIMBURSEMENT OF ALL COSTS INCURRED AT THE TIME PERFORMANCE IS CEASED.

IF THIS PROPOSAL IS NOT ACCEPTED AND RETURNED WITHIN 10 DAYS FROM THE DATE OF THIS PROPOSAL OR IF THE WORK IS NOT COMPLETED BY OCTOBER 15TH 2021 PAYNE & DOLAN, INC. RESERVES THE RIGHT TO WITHDRAW THE PROPOSAL OR MODIFY THE TERMS OF THE PROPOSAL/CONTRACT.

PRIOR TO PAYNE & DOLAN, INC. BEGINNING WORK UNDER THIS CONTRACT, OWNER/CONTRACTOR SHALL PROVIDE EVIDENCE THAT THE FOLLOWING PAYMENT TERM IS MET OR PAID AND IS ACCEPTABLE TO PAYNE & DOLAN, INC. TO FULFILL THEIR OBLIGATIONS UNDER THIS CONTRACT: PAYMENT IN FULL/LETTER OF CREDIT FOR CONTRACT

PLEASE CALL SAM NIGBUR AT 262 366-5134 TO GET APPROVAL ON YOUR PROPOSED PAYMENT SCHEDULE OR TO MAKE PAYMENT ARRANGEMENTS. PROPOSAL TERMS AND CONDITIONS

Work of Others: Prior to the commencement of the Work, the work of others shall be completed to such an extent that it will not in any way conflict or interfere with the Work. If Payne & Dolan, Inc. is directed to commence Work prior to the time such other work is completed, Owner/Contractor agrees to pay the costs of any extra mobilizations or reduced productivity attributable to Payne & Dolan, Inc. commencing any of the Work before any others have completed their work.

Duration: In order to meet any agreed upon completion date, Payne & Dolan, Inc. must receive a 10 day advance notice to proceed plus the total allowable number of working days required to complete the Work under normal conditions. Performance of the Work is contingent upon strikes, accidents or delays beyond Payne & Dolan, Inc.'s control.

Changed Conditions: Any changed condition of the job specifications involving extra costs will be performed only upon submission of a written change order, and Owner/Contractor will be required to pay to Payne & Dolan, Inc. an extra charge over and above the original contract price for performance of the requested change order.

Utilities: Payne & Dolan, Inc. will not be responsible for damage to any underground utilities or other hidden conditions if the Owner/Contractor fails to give Payne & Dolan, Inc. advance notice of their existence and location. Owner/Contractor agrees to indemnify and hold Payne & Dolan, Inc. harmless for any loss, expense or damage resulting from, arising out of, or in any way related to such condition.

Access: Physical access by heavy equipment and material delivery vehicles to the site that is the subject of this contract may result in physical damage to property including but not limited to existing pavement, landscape or structures. Payne & Dolan, Inc. will cooperate with the Owner/Contractor in finding alternative access solutions, but the Owner/Contractor does hereby release and hold harmless Payne & Dolan, Inc. from any claims for physical damage caused from access to the site. Owner/Contractor agrees that any physical damage to property caused by Payne & Dolan, Inc.'s heavy equipment and material delivery vehicles in the process of gaining access to the site, where no other access options have been made available, shall be the responsibility of the Owner/Contractor.

Restoration: Payne & Dolan, Inc. will not be responsible for any restoration of adjacent areas disturbed as a result of construction, including, but not limited to, stone shoulder, adjustment of drainage structures or landscaping that may need to be performed to allow for proper drainage of water from the surface of the new pavement unless otherwise agreed to in the scope of work.

Damage Waiver: Any claim for property damage is conclusively waived unless presented to Payne & Dolan, Inc. in writing within seven (7) calendar days of the occurrence.

Acceptance of Material/Labor: All materials and labor are conclusively accepted as satisfactory unless objected to in writing within seven (7) calendar days of performance.

Lien Law: "AS REQUIRED BY THE WISCONSIN CONSTRUCTION LIEN LAW, BUILDER (PAYNE & DOLAN, INC.) HEREBY NOTIFIES OWNER THAT PERSONS OR COMPANIES FURNISHING LABOR OR MATERIALS FOR THE CONSTRUCTION ON OWNER'S LAND MAY HAVE LIEN RIGHTS ON OWNER'S LAND AND BUILDINGS IF NOT PAID. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO THE UNDERSIGNED BUILDER, ARE THOSE WHO CONTRACT DIRECTLY WITH THE OWNER OR THOSE WHO GIVE THE OWNER NOTICE WITHIN 60 DAYS AFTER THEY FIRST FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION. ACCORDINGLY, OWNER PROBABLY WILL RECEIVE NOTICES FROM THOSE WHO FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION, AND SHOULD GIVE A COPY OF EACH NOTICE RECEIVED TO HIS MORTGAGE LENDER, IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMANTS ARE DULY PAID."

Compliance with Laws: Owner/Contractor, at its sole expense, shall comply with and obtain all necessary licenses and permits under present and future laws, statutes, ordinances, rules, orders or regulations of any governmental body having jurisdiction over the site, the Work, or the Owner/Contractor shall bear the sole cost of any fines or penalties for failure to comply with or obtain the same and shall indemnify and hold Payne & Dolan, Inc. harmless for any fine, penalty or expense resulting from, arising out of, or in any way related to Owner/Contractor's violations under this paragraph.

Payment: Payne & Dolan, Inc. proposes to furnish material and labor - complete in accordance with above specifications and prices. Payne & Dolan, Inc. is entitled to final payment upon substantial completion of the "Work" required herein. Terms of payment shall be net on receipt of invoice. A 1.5% per month service charge shall be charged on all outstanding balances. Upon receipt of payment in full, Payne & Dolan, Inc. will provide a lien waiver required by Owner/Contractor.

Collection Costs: If any amount due under this contract is not paid when due, is referred to any attorney for collection (whether or not litigation is commenced), or if any legal advice, services or action shall be necessary, Owner/Contractor agrees to pay all attorney's fees, costs and expenses incurred by Payne & Dolan, Inc. in connection with collecting that amount.

Insurance/Indemnification: This Proposal is contingent upon the express agreement that indemnification, defense, additional insured status and waivers of subrogation, if required by the Owner/Contractor, shall be provided by Payne & Dolan, Inc., but only to the extent of Payne & Dolan, Inc.'s negligent acts or omissions in the performance of its work. Owner/Contractor to carry any necessary property insurance on the Work. Payne & Dolan, Inc.'s workers are fully covered by Workers' Compensation Insurance. Payne & Dolan, Inc. will meet insurance limits of liability by using a combination of primary insurance policies and umbrella/excess policies.

Warranty: All material is guaranteed to be as specified. All Work to be completed in a workmanlike manner according to standard practices. Payne & Dolan, Inc.'s warranty excludes remedy for damage or defect caused by abuse, modifications not executed by Payne & Dolan, Inc. its subcontractors or suppliers, improper or insufficient maintenance, improper operation, normal wear and tear under normal usage or excessive manipulation over the original design criteria. Payne & Dolan, Inc.'s warranty for material and workmanship is for the term of one year from Payne & Dolan, Inc.'s last substantial labor date and is in lieu of any other warranty or remedy required by law.

Site Drainage: Payne & Dolan, Inc. reserves the right to refuse to construct a pavement unless minimum grades of 1% are attainable for surface drainage. If the Owner/Contractor directs construction with less than a minimum grade of 1% or if the plans do not provide 1%

drainage in all directions, it is understood and agreed that waterponding may occur and that no warranty will attach to the Work. Payne & Dolan, Inc. is not responsible for the redesigning of plan grades in order to establish a minimum of 1% drainage.

Subgrade/Aggregate Base: The Owner/Contractor is responsible to furnish Payne & Dolan, Inc. a suitable subgrade/aggregate base having the ability to support the maximum axle loads transmitted from the heaviest construction and/or vehicle traffic anticipated as not to cause any deformation to the subgrade/aggregate base. All subgrade must be rough graded by Owner/Contractor to within $\pm 0.1'$ of the proposed plan subgrade elevations.

Heaving and Cracking: Heaving of asphalt pavements caused by, but not limited to, wet conditions, expansive soils and freeze-thaw cycles, is not the responsibility of Payne & Dolan, Inc. Cracking of asphalt pavements caused by, but not limited to, freeze-thaw cycles, excessive drying of expansive soils, clay soils and reflective cracking, is not the responsibility of Payne & Dolan, Inc.

Fine Grading of Aggregate Base by Payne & Dolan, Inc.: If Payne & Dolan, Inc. fine grades the surface to be paved, the Owner/Contractor shall furnish a surface rough graded to within $\pm 0.1'$ of the proposed plan aggregate base course elevations.

Fine Grading of Aggregate Base by Others: If Owner/Contractor fine grades the surface to be paved, Payne & Dolan, Inc. may choose to request additional work to correct the surface to be paved for (but not limited to) stability, surface drainage, slope and elevation. Additional corrective work will be done at no cost to Payne & Dolan, Inc.

Resurfacing: When resurfacing concrete, brick or asphalt pavements, Payne & Dolan, Inc. is not responsible for the reproduction of cracks or expansion joints which may occur.

Exclusion of WDOT Specifications: If Wisconsin DOT Standard Specifications are being used, this proposal excludes the following: 450.3.2.1.1 and 450.3.2.1.2 Preparation and Paving Operations and Cold Weather Paving: Payne & Dolan, Inc. will provide the best quality pavement achievable based on all other required standard specifications.

450.3.2.9 Testing (Ride Quality): Payne & Dolan, Inc. will provide the best quality ride achievable based on all other required standard specifications.

455.2.2 and 455.2.3 Sampling and Testing (Asphaltic Materials): Payne & Dolan, Inc. will provide Owner/Contractor a Wisconsin approved mix design and all other material requirements per section 460. Payne & Dolan, Inc. will perform daily quality control mixture testing at Owner/Contractor's request.

460.2.8.2 Contractor Testing: Payne & Dolan, Inc. will provide Owner/Contractor a Wisconsin approved mix design and all other material requirements per section 460. Payne & Dolan, Inc. will perform daily quality control mixture testing at Owner/Contractor's request.

Incorporation: If any other agreement is entered into between the parties, the terms of this agreement shall be incorporated into any such agreement and shall supersede any conflicting terms contained therein.

Captions: The captions and headings at the beginning of each section of this Proposal are for convenience only and are to be given no weight in construing the provisions of this Agreement.

Authorized Signature: _____
Raymond A Postotnik, Agent

Acceptance of Proposal - The above prices, specifications and terms and conditions are satisfactory and are hereby accepted. Payne & Dolan, Inc. is authorized by Owner/Contractor to do the Work as specified. Payment will be made to Payne & Dolan, Inc. by Owner/Contractor as outlined above. If separate bids or alternate bids are indicated, acknowledge acceptance by initialing those prices which you hereby accept.

Owner/Contractor: _____ Date: _____

Signature: _____

Job Name: CO Lake Geneva 2020 SP - Change Order #2

Date of Proposal: 4/28/2021

Contractor's Application for Payment No.**3**

Application Period: thru May 27, 2021		Application Date: May 27, 2021
To (Owner): City of Lake Geneva	From (Contractor): Payne & Dolan, Inc.	Via (Engineer): Kapur
Project: 2020 Streets Program	Contract: Lake Geneva 2020 Streets Program	
Owner's Contract No.:	Contractor's Project No.: 253480	Engineer's Project No.:

**Application For Payment
Change Order Summary**

Approved Change Orders		
Number	Additions	Deductions
1	\$10,020.16	
2	\$2,050.00	
TOTALS	\$12,070.16	
NET CHANGE BY CHANGE ORDERS	\$12,070.16	

1. ORIGINAL CONTRACT PRICE.....	\$	\$612,605.28
2. Net change by Change Orders.....	\$	\$12,070.16
3. Current Contract Price (Line 1 ± 2).....	\$	\$624,675.44
4. TOTAL COMPLETED AND STORED TO DATE (Column F on Progress Estimate).....	\$	\$570,034.45
5. RETAINAGE:		
a. X Work Completed.....	\$	\$2,500.00
b. X Stored Material.....	\$	
c. Total Retainage (Line 5a + Line 5b).....	\$	\$2,500.00
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c).....	\$	\$567,534.45
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$	\$552,669.32
8. LESS LIQUIDATED DAMAGES	\$	
9. LESS ADDITIONAL ENGINEERING COSTS	\$	
10. AMOUNT DUE THIS APPLICATION.....	\$	\$14,865.13
11. BALANCE TO FINISH, PLUS RETAINAGE.....	\$	\$57,140.99

Contractor's Certification

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

By: DocuSigned by:

Raymond A. Postolnik

5E05A6B602AF467...

Date: 5/27/2021 | 6:53 AM PDT

Approved by:

Funding Agency (if applicable)

(Date)

Endorsed by the Construction Specifications Institute.

Progress Estimate

Contractor's Application

For (contract): 2020 Lake Geneva Street Program						Application Number: 3		
Application Period:						Application Date: 10/27/2021		
A		B	Work Completed		E	F		G
Item			C			%		
Specification Section No.	Description	Scheduled Value	From Previous Application (C+D)	This Period	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (E) B	Balance to Finish (B - F)
	Removing Pavement (Concrete Driveway)	\$ 810.00	\$ 1,495.80	\$ -		\$ 1,495.80		\$ 810.00
	Removing Asphaltic Surface (Driveway)	\$ 414.00	\$ 371.25	\$ -		\$ 371.25	89.7%	\$ 414.00
	Removing Asphaltic Surface Milling (Partial Depth 2")	\$ 18,228.00	\$ 17,535.28	\$ -		\$ 17,535.28	96.2%	\$ 18,228.00
	Removing Curb & Gutter	\$ 10,062.50	\$ 11,454.00	\$ -		\$ 11,454.00	113.8%	\$ 10,062.50
	Removing Concrete Sidewalk	\$ 6,150.00	\$ 6,583.80	\$ -		\$ 6,583.80	107.1%	\$ 6,150.00
	Removing Manholes (Storm)	\$ 2,400.00	\$ 3,600.00	\$ -		\$ 3,600.00	150.0%	\$ 2,400.00
	Removing Inlets	\$ 950.00	\$ 950.00	\$ -		\$ 950.00	100.0%	\$ 950.00
	Excavation Common	\$ 3,300.00	\$ 3,300.00	\$ -		\$ 3,300.00		\$ 3,300.00
	Base Aggregate Dense 1 1/4-Inch (Undistributed)	\$ 3,750.00	\$ 3,745.25	\$ -		\$ 3,745.25		\$ 3,750.00
	Concrete Driveway 6-Inch	\$ 480.00	\$ 1,067.40	\$ -		\$ 1,067.40		\$ 480.00
	Concrete Driveway 8-Inch	\$ 2,394.00	\$ 2,362.50	\$ -		\$ 2,362.50		\$ 2,394.00
	includes asphaltic material for tack coat (455.0605). Includes	\$ 75,868.80	\$ 78,126.57	\$ -		\$ 78,126.57	103.0%	\$ 75,868.80
	Asphaltic Surface Driveways	\$ 1,194.10	\$ 1,194.10	\$ -		\$ 1,194.10	100.0%	\$ 1,194.10
	Concrete Curb & Gutter 24-Inch Type D	\$ 23,252.50	\$ 30,157.25	\$ -		\$ 30,157.25	129.7%	\$ 23,252.50
	Concrete Curb & Gutter 30-Inch Type D	\$ 7,088.25	\$ 4,561.93	\$ -		\$ 4,561.93	64.4%	\$ 7,088.25
	Concrete Curb Pedestrian	\$ 3,450.00	\$ 2,745.00	\$ -		\$ 2,745.00	79.6%	\$ 3,450.00
	Concrete Sidewalk 4-Inch	\$ 21,312.50	\$ 22,400.99	\$ -		\$ 22,400.99	105.1%	\$ 21,312.50
	Concrete Steps	\$ 1,350.00	\$ 720.00	\$ -		\$ 720.00	53.3%	\$ 1,350.00
	Curb Ramp Detectable Warning Field Yellow	\$ 7,140.00	\$ 6,510.00	\$ -		\$ 6,510.00	91.2%	\$ 7,140.00
	Storm Sewer Pipe Reinforced Concrete Class III 12-Inch	\$ 1,640.00	\$ 5,125.00	\$ -		\$ 5,125.00	312.5%	\$ 1,640.00
	Storm Sewer Pipe Reinforced Concrete Class III 15-Inch	\$ 3,392.00	\$ 3,392.00	\$ -		\$ 3,392.00	100.0%	\$ 3,392.00
	Inlet Cover Type C	\$ 1,216.00	\$ 1,216.00	\$ -		\$ 1,216.00	100.0%	\$ 1,216.00
	Manholes 4-FT Diameter	\$ 6,600.00	\$ 9,900.00	\$ -		\$ 9,900.00	150.0%	\$ 6,600.00
	Adjusting Manholes Covers (Undistributed)	\$ 1,365.75	\$ 163.89	\$ -		\$ 163.89	12.0%	\$ 1,365.75
	Adjusting Inlet Covers (Undistributed)	\$ 2,975.00	\$ 2,550.00	\$ -		\$ 2,550.00	85.7%	\$ 2,975.00
	Inlet Protection Type B	\$ 180.00	\$ 180.00	\$ -		\$ 180.00	100.0%	\$ 180.00
	Inlet Protection Type C	\$ 935.00	\$ 770.00	\$ -		\$ 770.00	82.4%	\$ 935.00
	Marking Stop Line Epoxy 18-inch	\$ 2,480.00	\$ 2,569.90	\$ -		\$ 2,569.90	103.6%	\$ 2,480.00
	Marking Crosswalk Epoxy Transverse Line 6-inch	\$ 13,500.00	\$ 13,065.30	\$ -		\$ 13,065.30	96.8%	\$ 13,500.00
	Sawing Asphalt	\$ 157.50	\$ 239.75	\$ -		\$ 239.75	116.7%	\$ 157.50
	Sawing Concrete	\$ 303.75	\$ 1,203.75	\$ -		\$ 1,203.75		\$ 303.75
	Adjusting Valve Boxes (Undistributed)	\$ 196.68	\$ 65.56	\$ -		\$ 65.56	33.3%	\$ 196.68
	Traffic Control	\$ 7,231.73	\$ 7,231.73	\$ -		\$ 7,231.73	100.0%	\$ 7,231.73
	Fertilizer Type A (629.0205), Seeding Mix No. 40 (630.0140).	\$ 5,355.00	\$ 10,084.10	\$ -		\$ 10,084.10	188.3%	\$ 5,355.00
For (contract): 2020 Lake Geneva Street Program						Application Number: 1		
Application Period:						Application Date: 12/11/2020		
A		B	Work Completed		E	F		G
Item			C			%		
Specification Section No.	Description	Scheduled Value	From Previous Application (C+D)	This Period	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (E) B	Balance to Finish (B - F)
	Removing Asphaltic Surface (Driveway)	\$ 54.00	\$ 51.03	\$ -		\$ 51.03	94.5%	\$ 54.00
	Removing Asphaltic Surface Milling (Partial Depth 2")	\$ 2,257.20	\$ 2,178.47	\$ -		\$ 2,178.47	96.5%	\$ 2,257.20
	Removing Curb & Gutter	\$ 1,449.00	\$ 1,270.75	\$ -		\$ 1,270.75	87.7%	\$ 1,449.00
	Removing Concrete Sidewalk	\$ 533.00	\$ 533.00	\$ -		\$ 533.00	100.0%	\$ 533.00
	Excavation Common	\$ 300.00	\$ 300.00	\$ -		\$ 300.00	100.0%	\$ 300.00
	Base Aggregate Dense 1 1/4-Inch (Undistributed)	\$ 289.00	\$ 289.00	\$ -		\$ 289.00		\$ 289.00
	HMA Pavement Type 4 LT 58-28 S (460.5224). Item also includes	\$ 8,435.70	\$ 8,305.92	\$ -		\$ 8,305.92	98.5%	\$ 8,435.70
	Asphaltic Surface Driveways	\$ 322.90	\$ 322.90	\$ -		\$ 322.90	100.0%	\$ 322.90
	Concrete Curb & Gutter 24-Inch Type D	\$ 1,668.50	\$ 2,414.00	\$ -		\$ 2,414.00	144.7%	\$ 1,668.50
	Concrete Curb & Gutter 30-Inch Type D	\$ 2,871.65	\$ 1,544.88	\$ -		\$ 1,544.88	53.8%	\$ 2,871.65
	Concrete Sidewalk 4-Inch	\$ 2,131.25	\$ 1,813.50	\$ -		\$ 1,813.50	85.1%	\$ 2,131.25
	Curb Ramp Detectable Warning Field Yellow	\$ 700.00	\$ 560.00	\$ -		\$ 560.00	80.0%	\$ 700.00
	Adjusting Manholes Covers (Undistributed)	\$ 54.63	\$ -	\$ -		\$ -		\$ 54.63
	Adjusting Inlet Covers (Undistributed)	\$ 850.00	\$ 850.00	\$ -		\$ 850.00	100.0%	\$ 850.00
	Inlet Protection Type C	\$ 275.00	\$ 110.00	\$ -		\$ 110.00	40.0%	\$ 275.00
	Sawing Asphalt	\$ 29.75	\$ 40.25	\$ -		\$ 40.25	100.0%	\$ 29.75
	Traffic Control	\$ 2,781.78	\$ 2,781.78	\$ -		\$ 2,781.78	100.0%	\$ 2,781.78
	Restore Disturbed Areas - Includes Topsoil (625.0100),	\$ 367.50	\$ 566.37	\$ -		\$ 566.37	154.1%	\$ 367.50
	Removing Asphaltic Surface (Driveway & Roadway)	\$ 1,575.00	\$ 1,395.00	\$ -		\$ 1,395.00		\$ 1,575.00
	Removing Asphaltic Surface Milling (Partial Depth 2")	\$ 945.00	\$ 1,361.99	\$ -		\$ 1,361.99	144.1%	\$ 945.00
	Removing Curb & Gutter	\$ 3,507.50	\$ 3,415.50	\$ -		\$ 3,415.50	97.4%	\$ 3,507.50
	Excavation Common	\$ 450.00	\$ 450.00	\$ -		\$ 450.00	100.0%	\$ 450.00
	Base Aggregate Dense 1 1/4-Inch (Undistributed)	\$ 510.00	\$ 510.00	\$ -		\$ 510.00	100.0%	\$ 510.00
	HMA Pavement Type 4 LT 58-28 S (460.5224). Item also includes	\$ 3,563.60	\$ 3,958.27	\$ -		\$ 3,958.27	111.1%	\$ 3,563.60
	Asphaltic Surface Driveways	\$ 5,971.60	\$ 7,382.39	\$ -		\$ 7,382.39	123.6%	\$ 5,971.60
	Concrete Curb & Gutter 24-Inch Type D	\$ 10,827.50	\$ 10,543.50	\$ -		\$ 10,543.50	97.4%	\$ 10,827.50
	Adjusting Inlet Covers (Undistributed)	\$ 525.00	\$ -	\$ -		\$ -		\$ 525.00
	Inlet Protection Type C	\$ 110.00	\$ 110.00	\$ -		\$ 110.00	100.0%	\$ 110.00
	Sawing Asphalt	\$ 1,050.00	\$ 1,001.00	\$ -		\$ 1,001.00	94.0%	\$ 1,050.00
	Traffic Control	\$ 2,781.78	\$ 2,781.78	\$ -		\$ 2,781.78	100.0%	\$ 2,781.78
	Restore Disturbed Areas - Includes Topsoil (625.0100),	\$ 105.00	\$ 112.04	\$ -		\$ 112.04	106.7%	\$ 105.00

	Removing Asphaltic Surface Milling (Partial Depth 2")	\$ 2,123.00	\$	2,123.00	\$	-	\$	2,123.00	100.0%	\$	2,123.00
	HMA Pavement Type 4 LT 58-28 S (460.5224), Item also includes	\$ 8,687.42	\$	8,687.42	\$	-	\$	8,687.42	99.2%	\$	8,756.80
	Adjusting Manholes Covers (Undistributed)	\$ 109.26	\$	-	\$	-	\$	-		\$	109.26
For (contract): 2020 Lake Geneva Street Program								Application Number: 1			
Application Period:								Application Date: 12/11/2020			
A		B		Work Completed		E		F		G	
Item											
Specification Section No.	Description	Scheduled Value	From Previous Application (C+D)	This Period	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (E) B	Balance to Finish (B - F)			
	Inlet Protection Type C	\$ 220.00	\$	220.00	\$	-	\$	220.00	100.0%	\$	220.00
	Traffic Control	\$ 1,248.41	\$	1,248.41	\$	-	\$	1,248.41	100.0%	\$	1,248.41
	Removing Asphaltic Surface Milling (Partial Depth 2")	\$ 4,522.00	\$	4,224.37	\$	-	\$	4,224.37	93.4%	\$	4,522.00
	Removing Concrete Sidewalk	\$ 471.50	\$	651.29	\$	-	\$	651.29	138.1%	\$	471.50
	Excavation Common	\$ 90.00	\$	90.00	\$	-	\$	90.00	100.0%	\$	90.00
	Base Aggregate Dense 1 1/4-Inch (Undistributed)	\$ 102.00	\$	102.00	\$	-	\$	102.00	100.0%	\$	102.00
	HMA Pavement Type 4 LT 58-28 S (460.5224), Item also includes	\$ 13,683.75	\$	13,450.13	\$	-	\$	13,450.13	98.3%	\$	13,683.75
	Concrete Sidewalk 4-Inch	\$ 1,627.50	\$	2,215.73	\$	-	\$	2,215.73	136.1%	\$	1,627.50
	Curb Ramp Detectable Warning Field Yellow	\$ 1,120.00	\$	1,120.00	\$	-	\$	1,120.00	100.0%	\$	1,120.00
	Adjusting Manholes Covers (Undistributed)	\$ 109.26	\$	-	\$	-	\$	-		\$	109.26
	Inlet Protection Type C	\$ 275.00	\$	275.00	\$	-	\$	275.00	100.0%	\$	275.00
	Sawing Asphalt	\$ 29.75	\$	-	\$	-	\$	-		\$	29.75
	Adjusting Valve Boxes (Undistributed)	\$ 98.31	\$	32.77	\$	-	\$	32.77	33.3%	\$	98.31
	Traffic Control	\$ 2,574.09	\$	2,574.09	\$	-	\$	2,574.09	100.0%	\$	2,574.09
	Restore Disturbed Areas - Includes Topsoil (625.0100),	\$ 210.00	\$	280.04	\$	-	\$	280.04	133.4%	\$	210.00
	Removing Asphaltic Surface Milling (Partial Depth 2")	\$ 5,670.00	\$	5,670.00	\$	-	\$	5,670.00	100.0%	\$	5,670.00
	HMA Pavement Type 4 LT 58-28 S (460.5224), Item also includes	\$ 23,646.00	\$	22,200.22	\$	-	\$	22,200.22	93.9%	\$	23,646.00
	Adjusting Manholes Covers (Undistributed)	\$ 327.78	\$	-	\$	-	\$	-		\$	327.78
	Adjusting Valve Boxes (Undistributed)	\$ 32.78	\$	32.78	\$	-	\$	32.78	100.0%	\$	32.78
	Traffic Control	\$ 2,476.57	\$	2,476.57	\$	-	\$	2,476.57	100.0%	\$	2,476.57
	Restore Disturbed Areas - Includes Topsoil (625.0100),	\$ 1,260.00	\$	2,095.91	\$	-	\$	2,095.91	166.3%	\$	1,260.00
	Removing Pavement (Concrete Driveway)	\$ 405.00	\$	1,772.82	\$	-	\$	1,772.82	437.7%	\$	405.00
	Removing Asphaltic Surface Milling (Partial Depth 3")	\$ 3,100.80	\$	3,223.20	\$	-	\$	3,223.20	103.9%	\$	3,100.80
	Removing Curb & Gutter	\$ 805.00	\$	787.75	\$	-	\$	787.75	97.9%	\$	805.00
	Removing Concrete Sidewalk	\$ 164.00	\$	91.02	\$	-	\$	91.02		\$	164.00
	Excavation Common	\$ 360.00	\$	360.00	\$	-	\$	360.00	100.0%	\$	360.00
	Excavation Common - EBS	\$ 2,883.60	\$	223.48	\$	-	\$	223.48	7.8%	\$	2,883.60
	Base Aggregate Dense 1 1/4-Inch (Undistributed)	\$ 6,000.00	\$	1,437.25	\$	-	\$	1,437.25		\$	6,000.00
	Concrete Driveway 8-Inch	\$ 4,095.00	\$	4,136.58	\$	-	\$	4,136.58	101.0%	\$	4,095.00
	HMA Pavement Type 4 LT 58-28 S (460.5224), Item also includes	\$ 10,456.60	\$	10,307.22	\$	-	\$	10,307.22	98.6%	\$	10,456.60
	Concrete Curb & Gutter 24-Inch Type D	\$ 2,059.00	\$	2,502.75	\$	-	\$	2,502.75		\$	2,059.00
	Adjusting Manholes Covers (Undistributed)	\$ 54.63	\$	54.63	\$	-	\$	54.63	100.0%	\$	54.63
	Traffic Control	\$ 3,952.14	\$	3,952.14	\$	-	\$	3,952.14	100.0%	\$	3,952.14
	Restore Disturbed Areas - Includes Topsoil (625.0100),	\$ 735.00	\$	382.62	\$	-	\$	382.62	52.1%	\$	735.00
For (contract): 2020 Lake Geneva Street Program								Application Number: 1			
Application Period:								Application Date: 12/11/2020			
A		B		Work Completed		E		F		G	
Item											
Specification Section No.	Description	Scheduled Value	From Previous Application (C+D)	This Period	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (E) B	Balance to Finish (B - F)			
	Removing Asphaltic Surface Milling (Partial Depth 3")	\$ 2,027.20	\$	1,759.72	\$	-	\$	1,759.72	86.8%	\$	2,027.20
	Removing Concrete Sidewalk	\$ 123.00	\$	123.00	\$	-	\$	123.00	100.0%	\$	123.00
	Excavation Common - EBS	\$ 2,162.70	\$	-	\$	-	\$	-		\$	2,162.70
	Base Aggregate Dense 1 1/4-Inch (Undistributed)	\$ 4,500.00	\$	980.25	\$	-	\$	980.25		\$	4,500.00
	HMA Pavement Type 4 LT 58-28 S (460.5224), Item also includes	\$ 6,727.50	\$	7,475.50	\$	-	\$	6,727.50	90.0%	\$	7,475.00
	Traffic Control	\$ 3,902.85	\$	3,902.85	\$	-	\$	3,902.85	100.0%	\$	3,902.85
	Restore Disturbed Areas - Includes Topsoil (625.0100),	\$ 210.00	\$	46.62	\$	-	\$	46.62	22.2%	\$	210.00
	Removing Asphaltic Surface Milling (Partial Depth 3")	\$ 1,144.00	\$	1,120.12	\$	-	\$	1,120.12	97.9%	\$	1,144.00
	Excavation Common - EBS	\$ 960.80	\$	-	\$	-	\$	-		\$	960.80
	Base Aggregate Dense 1 1/4-Inch (Undistributed)	\$ 1,778.40	\$	845.41	\$	-	\$	845.41		\$	1,778.40
	HMA Pavement Type 4 LT 58-28 S (460.5224), Item also includes	\$ 1,735.58	\$	1,735.58	\$	-	\$	1,735.58	100.0%	\$	1,735.58
	Traffic Control	\$ 1,544.55	\$	1,544.55	\$	-	\$	1,544.55		\$	1,544.55
	Removing Concrete Sidewalk	\$ 123.00	\$	112.75	\$	-	\$	112.75	91.7%	\$	123.00
	Excavation Common	\$ 18,030.00	\$	360.60	\$	-	\$	360.60	2.0%	\$	18,030.00
	Excavation Common - EBS	\$ 10,238.40	\$	-	\$	-	\$	-		\$	10,238.40
	Base Aggregate Dense 1 1/4-Inch (Undistributed)	\$ 29,070.00	\$	1,602.34	\$	-	\$	1,602.34	4.2%	\$	29,070.00
	HMA Pavement Type 4 LT 58-28 S (460.5224), Item also includes	\$ 26,791.70	\$	28,690.29	\$	-	\$	28,690.29	107.1%	\$	26,791.70
	Concrete Sidewalk 4-Inch	\$ 558.00	\$	379.75	\$	-	\$	379.75		\$	558.00
	Curb Ramp Detectable Warning Field Yellow	\$ 700.00	\$	560.00	\$	-	\$	560.00	80.0%	\$	700.00
	Adjusting Manholes Covers (Undistributed)	\$ 54.63	\$	54.63	\$	-	\$	54.63	100.0%	\$	54.63
	Stiff Fence	\$ 2,220.00	\$	-	\$	-	\$	-		\$	2,220.00
	Marking Crosswalk Epoxy Transverse Line 6-inch	\$ 3,780.00	\$	4,471.20	\$	-	\$	4,471.20	118.3%	\$	3,780.00
	Marking Removal Line 4-Inch	\$ 270.00	\$	252.00	\$	-	\$	252.00	93.3%	\$	270.00
	Sawing Asphalt	\$ 490.00	\$	556.50	\$	-	\$	556.50	113.6%	\$	490.00
	Traffic Control	\$ 5,798.64	\$	5,798.64	\$	-	\$	5,798.64		\$	5,798.64
	Restore Disturbed Areas - Includes Topsoil (625.0100),	\$ 11,025.00	\$	8,718.47	\$	-	\$	8,718.47	79.1%	\$	11,025.00
	Removing Asphaltic Surface Milling (Partial Depth 2")	\$ 10,404.00	\$	9,815.08	\$	-	\$	9,815.08	94.3%	\$	10,404.00
	Removing Curb & Gutter	\$ 299.00	\$	391.00	\$	-	\$	391.00		\$	299.00
	Excavation Common	\$ 30.00	\$	30.00	\$	-	\$	30.00	100.0%	\$	30.00
	Base Aggregate Dense 1 1/4-Inch (Undistributed)	\$ 50.00	\$	50.00	\$	-	\$	50.00	100.0%	\$	50.00
	HMA Pavement Type 4 LT 58-28 S (460.5224), Item also includes	\$ 27,762.00	\$	27,422.25	\$	-	\$	27,422.25		\$	27,762.00
	Concrete Curb & Gutter 24-Inch Type D	\$ 923.00	\$	1,207.00	\$	-	\$	1,207.00	130.8%	\$	923.00
	Adjusting Manholes Covers (Undistributed)	\$ 327.78	\$	-	\$	-	\$	-		\$	327.78
	Inlet Protection Type C	\$ 275.00	\$	275.00	\$	-	\$	275.00	139.1%	\$	275.00
For (contract): 2020 Lake Geneva Street Program								Application Number: 1			
Application Period:								Application Date: 12/11/2020			
A		B		Work Completed		E		F		G	
Item											
Specification Section No.	Description	Scheduled Value	From Previous Application (C+D)	This Period	Materials Presently Stored (not in C or D)	Total Completed and Stored to Date (C + D + E)	% (E) B	Balance to Finish (B - F)			

Specification Section No.	Description	Scheduled Value	From Previous Application (C+D)	This Period	(not in C or D)	Stored to Date (C + D + E)		
	Adjusting Valve Boxes (Undistributed)	\$ 65.56	\$ -	\$ -		\$ -		\$ 65.56
	Traffic Control	\$ 901.35	\$ 901.35	\$ -		\$ 901.35	100.0%	\$ 901.35
	Restore Disturbed Areas - Includes Topsoil (625.0100).	\$ 63.00	\$ 233.31	\$ -		\$ 233.31	370.3%	\$ 63.00
	Removing Asphaltic Surface Milling (Partial Depth 2")	\$ 2,424.00	\$ 2,517.14	\$ -		\$ 2,517.14	103.8%	\$ 2,424.00
	Removing Curb & Gutter	\$ 862.50	\$ 948.75	\$ -		\$ 948.75	110.0%	\$ 862.50
	Excavation Common	\$ 90.00	\$ 90.00	\$ -		\$ 90.00	100.0%	\$ 90.00
	Base Aggregate Dense 1 1/4-Inch (Undistributed)	\$ 150.00	\$ 150.00	\$ -		\$ 150.00	100.0%	\$ 150.00
	HMA Pavement Type 4 LT 58-28 S (460.5224), Item also includes	\$ 8,046.00	\$ 8,046.00	\$ -		\$ 8,046.00	100.0%	\$ 8,046.00
	Concrete Curb & Gutter 24-Inch Type D	\$ 2,662.50	\$ 2,928.75	\$ -		\$ 2,928.75	110.0%	\$ 2,662.50
	Adjusting Manholes Covers (Undistributed)	\$ 54.63	\$ -	\$ -		\$ -		\$ 54.63
	Inlet Protection Type C	\$ 110.00	\$ 110.00	\$ -		\$ 110.00	100.0%	\$ 110.00
	Adjusting Valve Boxes (Undistributed)	\$ 32.78	\$ -	\$ -		\$ -		\$ 32.78
	Traffic Control	\$ 993.69	\$ 993.69	\$ -		\$ 993.69	100.0%	\$ 993.69
	Restore Disturbed Areas - Includes Topsoil (625.0100).	\$ 189.00	\$ 183.75	\$ -		\$ 183.75	97.2%	\$ 189.00
	Removing Pavement (Concrete Driveway)	\$ 405.00	\$ 1,178.55	\$ -		\$ 1,178.55	291.0%	\$ 405.00
	Removing Curb & Gutter	\$ 448.50	\$ 454.25	\$ -		\$ 454.25	101.3%	\$ 448.50
	Removing Concrete Sidewalk	\$ 328.00	\$ 326.16	\$ -		\$ 326.16		\$ 328.00
	Excavation Common	\$ 420.00	\$ 420.00	\$ -		\$ 420.00		\$ 420.00
	Base Aggregate Dense 1 1/4-Inch (Undistributed)	\$ 750.00	\$ 462.75	\$ -		\$ 462.75		\$ 750.00
	Concrete Driveway 8-Inch	\$ 2,709.00	\$ 2,749.95	\$ -		\$ 2,749.95	101.5%	\$ 2,709.00
	HMA Pavement Type 4 LT 58-28 S (460.5224), Item also includes	\$ 2,755.53	\$ 3,367.87	\$ -		\$ 3,367.87	122.2%	\$ 2,755.53
	Concrete Curb & Gutter 24-Inch Type D	\$ 994.00	\$ 1,125.35	\$ -		\$ 1,125.35	113.2%	\$ 994.00
	Concrete Curb & Gutter 30-Inch Type D	\$ 617.95	\$ 719.73	\$ -		\$ 719.73	116.5%	\$ 617.95
	Sawing Asphalt	\$ 175.00	\$ 253.75	\$ -		\$ 253.75	97.9%	\$ 175.00
	Traffic Control	\$ 1,418.63	\$ 1,418.63	\$ -		\$ 1,418.63		\$ 1,418.63
	Restore Disturbed Areas - Includes Topsoil (625.0100).	\$ 189.00	\$ 208.85	\$ -		\$ 208.85	110.5%	\$ 189.00
	Marking Symbol Epoxy	\$ 7,695.00	\$ 8,100.00	\$ -		\$ 8,100.00	105.3%	\$ 7,695.00
	Excavation Common - Asphaltic Pavement	\$ 5,943.60	\$ 5,943.60	\$ -		\$ 5,943.60		\$ 5,943.60
	Short Load Trucking Add-On	\$ 2,456.56	\$ 2,456.56	\$ -		\$ 2,456.56		\$ 2,456.56
	Reconstruct Inlet - Sage St.	\$ 1,620.00	\$ 1,620.00	\$ -		\$ 1,620.00		\$ 1,620.00
	Landscape Grading and Restoration	\$ 2,050.00	\$ -	\$ 2,050.00		\$ 2,050.00		\$ -
						\$ -		
						\$ -		
						\$ -		
						\$ -		
	Totals	\$624,675.44	\$570,034.45	\$2,050.00		\$572,084.45		\$622,625.44

Contractor's Application for Payment No.			3
Application Period: thru May 27, 2021		Application Date: May 27, 2021	
To (Owner): City of Lake Geneva	From (Contractor): Payne & Dolan, Inc.	Via (Engineer): Kapur	
Project: 2020 Streets Program	Contract: Lake Geneva 2020 Streets Program		
Owner's Contract No.:	Contractor's Project No.: 253480	Engineer's Project No.:	

**Application For Payment
Change Order Summary**

Approved Change Orders		
Number	Additions	Deductions
1	\$10,020.16	
2	\$2,050.00	
TOTALS	\$12,070.16	
NET CHANGE BY CHANGE ORDERS	\$12,070.16	

1. ORIGINAL CONTRACT PRICE.....	\$	\$612,605.28
2. Net change by Change Orders.....	\$	\$12,070.16
3. Current Contract Price (Line 1 ± 2).....	\$	\$624,675.44
4. TOTAL COMPLETED AND STORED TO DATE (Column F on Progress Estimate).....	\$	\$570,034.45
5. RETAINAGE:		
a. X Work Completed.....	\$	\$2,500.00
b. X Stored Material.....	\$	
c. Total Retainage (Line 5a + Line 5b).....	\$	\$2,500.00
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c).....	\$	\$567,534.45
7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$	\$552,669.32
8. LESS LIQUIDATED DAMAGES	\$	
9. LESS ADDITIONAL ENGINEERING COSTS	\$	
10. AMOUNT DUE THIS APPLICATION.....	\$	\$14,865.13
11. BALANCE TO FINISH, PLUS RETAINAGE.....	\$	\$57,140.99

Contractor's Certification	
The undersigned Contractor certifies that to the best of its knowledge: (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective	
By: Raymond A. Postolnik	Date: 5/27/2021 6:53 AM PDT

Payment of:	\$ 14,865.13
	(Line 10 or other - attach explanation of the other amount)
is recommended by:	Luke Podella 6/1/21
	(Date)
Payment of:	\$
	(Line 10 or other - attach explanation of the other amount)
is approved by:	
	(Owner) (Date)
Approved by:	
	Funding Agency (if applicable) (Date)

Endorsed by the Construction Specifications Institute.

Statewide Services, Inc.

Claim Division

**1241 John Q Hammons Dr.
P.O. Box 5555
Madison, WI 53705-0555**

VIA E-MAIL ONLY

July 1, 2021

City of Lake Geneva
Attn: Ms. Lana Kropf, Clerk
626 Geneva St.
Lake Geneva, WI 53147

RE: Our Claim #: WM000642460226
Date of Loss: 02/03/2021
Claimant: Alex Knable
1046 Bonnie Brae Ln.
Lake Geneva, WI 53147

Loss location: 1046 Bonnie Brae Ln.
Lake Geneva, WI 53147

Dear Ms. Kropf:

As you know, Statewide Services, Inc. administers the claims for the League of Wisconsin Municipalities Mutual Insurance, which provides the insurance coverage for the City of Lake Geneva. We are in receipt of the above-captioned claim involving damage to the claimant's snow remover or blower allegedly from City snow plowing operations.

Our investigation has revealed that the City was not negligent for this incident. Therefore, we recommend that the City disallow this claim pursuant to the Wisconsin Statute for disallowance of claim 893.80(1g). The disallowance of the claim in this manner will shorten the statute of limitations period to six months.

The claimant alleges that a chunk of asphalt from his street was kicked up and into the snow that had fallen on his driveway; and that when working to remove the snow the chunk of asphalt became caught into his machine and the damage occurred. Although it is not exact or proven, it appears the chunk of asphalt did come onto the driveway from City snow plowing; however, the driver had no notice of it buried under the snow to take an avoidance maneuver. Once more, there is no evidence that the City failed to adhere to any ministerial duties—or mandates--regarding the snow plowing operation; and absent a ministerial duty WI statute 893.80 affords the City discretionary immunity for their "governmental" acts or decisions about clearing snow from the roadway for the public good. Therefore, we recommend the claim be disallowed.

Note: the water main located in front of the claimant's home broke hours prior to the loss, and City staff needed to dig into the road to repair the water main. Given the weather conditions, the City used a "cold patch" to cover the hole left by their digging, and such was used as the weather did not permit a more permanent road seal. IF it were proved that the chunk of asphalt in question in fact came from the "cold patch" used by City staff, the City would still be afforded immunity from damage given decisions about repairing the broken water main and/or patching the street.

I have enclosed a sample Notice of Disallowance for your use, should you choose to use it, or you may use your own. Please send your disallowance, on your letterhead, directly to the claimant at the above listed address. This should be sent certified or registered (restricted) mail, and it must be received by the claimant within 120 days after you received the claim. Please send me a copy of your letter for our file.

Thank you for your attention to the above, Lana and please do not hesitate to contact me with any questions.

Best regards,

Doug Detlie

Douglass A. Detlie
Casualty Claims Specialist

Office: 608-828-5503

Fax: 800-720-3512

E-mail: ddetlie@statewidesvcs.com

[Cc: Paul Lessila, Agent](#)

Statewide Services, Inc.

Claim Division

1241 John Q. Hammons Dr.
P.O. Box 5555
Madison, WI 53705-0555
877-204-9712

July 1, 2021

Mr. Alex Knable
1046 Bonnie Brae Ln
Lake Geneva, WI 53147

Regarding: Our Insured: City of Lake Geneva
Claim No: WM000642460226
Date/Loss: 02/03/2021

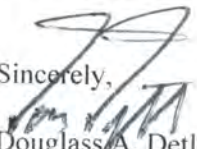
Dear Mr. Knable:

Statewide Services, Inc. administers the claims for the League of Wisconsin Municipalities Mutual Insurance, which provides the insurance coverage for the City of Lake Geneva. We are in receipt of your claim involving damage to your snow remover or blower when a chunk of asphalt became caught up in the machine as you were removing snow from your driveway.

We have completed our investigation, and we recommend that the City of Lake Geneva disallow your claim. Although not exact or proven, this unfortunate loss appears to have occurred when a chunk of asphalt from your street was kicked up and into the snow on your driveway during City snow plowing operations; and your snow remover encountered the material when you were clearing snow from your driveway. The plow driver had no prior notice of any loose road material on the street buried under the snow, thus the driver was unable to take an avoidance maneuver. Finally, Sir, there is no evidence that the City failed to adhere to any ministerial duties--or mandated procedures--with their snow plowing operations, and absent a ministerial duty WI statute 893.80 affords City staff discretionary immunity for their "governmental" acts or decisions about clearing snow from the roadway for the public good. Given the immunity in place for the City, Statewide Services, Inc. will not be able to pay for your damages and we recommend your claim be disallowed.

NOTE: To be clear, Mr. Knable, the water main in front of your home developed a break prior to your loss, and the City needed to take action to dig down into the street to repair the water main; and given the weather they used a "cold patch" to cover the hole versus being able to use a more permanent seal. Assuming the chunk of asphalt in question in fact was from the "cold patch" placed by the City, the City would be afforded the same discretionary immunity from damage noted above regarding their decisions on how to best repair the broken water main and/or patch the road.

I am sorry that we cannot be of assistance to you, Sir, and please do not hesitate to contact me with any questions,


Sincerely,

Douglass A. Detlie

Casualty Claims Specialist

Statewide Services, Inc

PO Box 5555

Madison, WI 53705-0555

Office: 608-828-5503

E-mail: ddetlie@statewidesvcs.com

Cc: City of Lake Geneva

CITY OF LAKE GENEVA POLICE DEPARTMENT

The above agency is concerned about the health, welfare and safety of dogs and cats as well as the citizens in the City of Lake Geneva. This agency provides information to the public, enforces City of Lake Geneva ordinances and responds to complaints involving:

- Stray dogs and cats
- Vicious dogs and cats
- Cruelty/Neglect
- Abandonment
- Other dog and cat complaints

For More Information:

City of Lake Geneva Police Department
(262) 248-4455

For Licensing Information:

City of Lake Geneva Clerk's Office
(262) 248-3673

This pamphlet is intended to provide dog and cat owners with a simplified review of the ordinances relating to dogs and cats. This pamphlet does not contain all the requirements and provisions of regulations applicable to dogs and cats.

For a review of the regulations that would apply to your particular situation, please refer to the City of Lake Geneva municipal code book.

PENALTY FOR VIOLATION

There shall be a forfeiture of \$100 plus court costs for violation of the ordinances of the City of Lake Geneva Municipal Code



*For more information, visit
www.cityoflakegeneva.com*

CITY OF LAKE GENEVA
626 GENEVA STREET
LAKE GENEVA, WI 53147
P: 262.248.3673 • F: 262.248.4715
www.cityoflakegeneva.com

**CITY OF LAKE GENEVA
WISCONSIN**

Responsibilities of Dog and Cat Owners



www.cityoflakegeneva.com

Updated 01.2019

RABIES VACCINATION TAG

THE LAW: Every dog and cat in the City of Lake Geneva must have a current vaccination against Rabies and must wear their Rabies Tag.

Dogs and cats must be vaccinated within 30 days after reaching five months of age.

DOG/CAT LICENSE TAG

THE LAW: Every dog and cat owner must purchase a license for their dog or cat when it reaches the age of five months. The license must be renewed on an annual basis. A maximum of any combination of three dogs and/or cats are permitted for any one residential unit.

YOUR RESPONSIBILITY: Purchase and receive dog and cat license tags in person at:

Office of the City Clerk
City of Lake Geneva
626 Geneva St, Lake Geneva, WI 53147
(262) 248-3673

TO OBTAIN A DOG OR CAT LICENSE TAG YOU MUST SUBMIT:

- Dog/cat current rabies vaccination certificate issued by a licensed veterinarian or anti-rabies clinic.
- The certificate must show:
 - 1) The manufacturer's name
 - 2) The serial number and expiration date of the rabies vaccine
 - 3) Date the next rabies vaccination is due
- Written proof of animal's spaying/neutering, if applicable.
- The correct license fee

LICENSE FEES

Spayed/Neutered Dogs	\$15.00
Non-Spayed/Neutered Dogs	\$30.00
Spayed/Neutered Cats	\$4.00
Non-Spayed/Neutered Cats	\$8.00
Late Fee – After April 1	\$5.00

Renew your license annually. License is valid for one year from January 1 through December 31.

DOG/CAT BITES: All dog or cat bites must be reported immediately to the Lake Geneva Police Department to ensure that the biting animal is appropriately and legally observed or tested for rabies. All dog and cat owners are subject to rabies quarantine procedures in the event of a dog or cat bite.

IN THE CITY OF LAKE GENEVA YOU MUST:

- Keep your dog or cat quiet. Be a good neighbor and promote peace in the neighborhood.
- Confine your dog or cat within your premises by keeping your pet chained, tethered or enclosed in a proper enclosure so as to prevent it from interfering with the passing public or neighbors.
- All chains or tethers must be at least 10 feet long, have a swivel at both ends and shall not weigh more than one-eighth of the animal's body weight.
- Your dog or cat will be considered running at large if it is not on a leash and under control of a person physically able to control it, except when confined on your premises in accordance with other requirements of the ordinance.
- Keep your pet from prohibited areas such as playgrounds, schools, cemeteries and parks specified in Ordinance 02-39.
- Immediately remove your pet's waste when excreted on property other than your own.
- Never abuse, abandon or neglect a dog or cat.

Wisconsin

Dog and Cat Owner Responsibility

Dog and cat owners have a responsibility to provide their pets a healthy, safe life, as well as their neighbors a dog and cat free existence. Lake Geneva dog and cat ordinances underline this concept and when obeyed, prevent serious consequences such as:

- Injured, lost or stolen dogs or cats
- Injured, aggravated and/or annoyed citizens and neighbors
- Owner's liability for damages caused by their animals such as dog/cat bites
- Quarantine and laboratory expenses incurred for dog or cat bite cases
- Dangerous diseases such as rabies
- Fines for keeping unlicensed animals; A maximum of any combination of 3 dogs and/or cats (over 6 months of age) are permitted by right for any 1 residential unit.



Rabies Vaccination Tag

THE LAW: Every dog and cat in the City of Lake Geneva must have a current vaccination against Rabies and must wear their Rabies Tag.

Your Responsibilities:

- Have a certified veterinarian vaccinate your dog or cat
- Dogs and cats must be vaccinated within 30 days after reaching five (5) months of age.
- Each dog or cat vaccinated at less than one (1) year of age shall be re-vaccinated 12 months after the initial vaccination.
- After the initial rabies vaccination, every dog and cat shall be vaccinated at 3-year intervals with a 3-year vaccine or at one year intervals with a 1-year vaccine.
- Attach your dog's or cat's rabies vaccination tag to its collar.

- Save your dog's or cat's written rabies certificate.

Dog/Cat License Tag

The Law: Every dog and cat owner must purchase a license for their dog or cat when it reaches the age of 5-months. The license must be renewed on an annual basis.

Your Responsibility:

Purchase and Receive Dog and Cat License Tags in Person:

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

Renew your license annually. License is valid for 1-year from January 1 through December 31. If you no longer have your dog or cat, please call (262) 248-3673 so our record may be kept current.

To Obtain a Dog or Cat License Tag You Must Submit:

- Dog/cat current rabies vaccination certificate issued by a licensed veterinarian or anti-rabies clinic.
- The certificate must show:
 - 1) The Manufacturer's Name
 - 2) The Serial Number and Expiration Date of the Rabies Vaccine
 - 3) Date the Next Rabies Vaccination is Due
- Written proof of animal's spaying or neutering, if applicable.
- The Correct License Fee

License Fees:

Spayed/Neutered Dogs:	\$15.00
Non-Spayed/Neutered Dogs:	\$30.00
Spayed/Neutered Cats:	\$4.00
Non-Spayed/Neutered Cats:	\$8.00
Late Fee – After April 1:	\$5.00

Dog or Cat Bites: All dog or cat bites must be reported immediately to the Lake Geneva Police Department.

All dog and cat owners are subject to rabies quarantine procedures in the event of a dog or cat bite.

In the City of Lake Geneva You Must:

- Keep your dog or cat quiet. Be a good neighbor and promote peace in the neighborhood.
- Confine your dog or cat within your premises by keeping your pet chained, tethered or enclosed in a proper enclosure so as to prevent it from interfering with the passing public or neighbors.
- Your dog or cat will be considered running at large if it is not on a leash and under control of a person physically able to control it, except when confined on your premises in accordance with other requirements of the ordinance.
- Keep your pet from prohibited areas such as playgrounds, schools, cemeteries and parks specified in ordinance 02-39
- Immediately remove your pet's waste when excreted on property other than your own
- Prevent the accumulation of your pet's waste
- Maintain pens and enclosures in a clean and sanitary condition
- Always provide your pet sufficient food and fresh water
- Dogs and cats kept outside must be provided adequate shade and shelter

- All chains or tethers must be at least 10 feet long, have a swivel at both ends and shall not weigh more than one-eighth of the animal's body weight
- Choker collars shall not be used for dogs or cats while chained or tethered
- Never abuse, abandon or neglect a dog or cat
- Never leave a dog or cat enclosed or unattended in any type of vehicle where the air temperature inside or outside will cause the dog or cat to be exposed to extreme weather conditions. On a warm day the temperature in a car can reach 160 degrees in a matter of minutes. With a partially open window and only hot air to breathe, your dog or cat can quickly suffer heatstroke which may cause brain damage.

The City of Lake Geneva Police Department is concerned about the health, welfare and safety of dogs and cats as well as the citizens in the City of Lake Geneva. This agency provides information to the public, enforces City of Lake Geneva ordinances and responds to complaints involving:

- Stray Dogs and Cats
- Vicious Dogs and Cats
- Cruelty/Neglect
- Abandonment
- Other Dog and Cat Complaints

For More Information:

City of Lake Geneva Police Department
(262) 248-4455

For Licensing Information:

City of Lake Geneva City Hall
(262) 248-3673

Penalty for Violation

There shall be a forfeiture of \$100 plus court costs for violation of the ordinances of the City of Lake Geneva Municipal Code.

This information is intended to provide dog and cat owners with a simplified review of the ordinances relating to dogs and cats. It does not contain all the requirements and provisions of regulations applicable to dogs and cats. For a review of the regulations that would apply to your particular situation, please refer to Chapter 10 of the City of Lake Geneva municipal code book.

 Dog and Cat Owner Responsibility- Updated for 2019

Socialize Your Dog

All pets require some degree of social interaction in order to develop and maintain a healthy and social temperament. Outdoor dogs should never be left tethered or penned for long periods of time.

Dogs left alone for long periods become frustrated and often exhibit aggressive and/or destructive behavior such as chewing, biting, excessive barking or whining, pacing, or a combination of these potentially dangerous and undesirable behaviors.

Dogs are pack animals and need the socialization that a pack provides to its members. Individuals or families that acquire and keep dogs must understand that they are responsible for fulfilling the social needs of a dog with it becomes part of their "pack".

Dogs should be walked and played with indoors or out and have some type of social interaction with its family on a daily basis.

If you do not have time to spend with your dog or cat and cannot provide the proper food, shelter, license, vaccinations, and veterinary care when needed, then owning an animal may not be for you.

Safety Rules to Follow

- ⇒ Never leave children unsupervised with a dog or cat.
- ⇒ Don't play "tug-of-war" games with dogs as it encourages aggressive behavior.
- ⇒ Don't approach or touch a dog or cat without the permission of its owner. Better yet, let the animal get used to you before you touch it.
- ⇒ Recognize aggressive behavior: barking, snarling, teeth bared, muzzle tense and wrinkled, tail straight up or straight down but stiff, ears back, hackles raised, staring.
- ⇒ If walking your dog be observant. Do not let your dog pass too close to another dog (or person) if either dog is displaying fearful or aggressive behaviors upon approach.

Dogs Kept Outdoors

It is a mistaken belief that cats and dogs can withstand cold temperatures because they have fur. How well your animal does in cold weather depends on more than just its breed. No dog or cat can withstand extreme temperatures for extended periods of time without proper shelter.

A sturdy shelter just large enough for the dog to stand up, turn around, and lie down in is of sufficient size. A shelter that is too large for the dog will not allow the dog to conserve its body heat. The shelter should be wind and rain proof. Face the shelter away from the wind. Place a heavy flap over the opening to protect the animal from the wind. The shelter should be raised several inches off the ground to prevent water and snow from entering the shelter. Provide the animal with clean, dry bedding for insulation. Provide fresh water daily and in adequate amounts. Ice and snow are not acceptable substitutes for fresh water.

Cats

Remember, city leash laws and all other animal ordinances also pertain to cats. Do not let cats run at large off your property. Cats are predatory by nature and often kill wildlife such as songbirds. Cats that are not sterilized and run at large contribute to the over population of stray and feral cats. Cats that run free are likely to attack or be attacked and injured by other wildlife that may carry the rabies virus.

Cats are safest kept indoors. If your cat enjoys the outdoors, put him or her on a leash and supervise the cat while it is outdoors. Tethered animals, cats and dogs, are vulnerable to attack by other unleashed dogs or cats and cannot retreat from an attack when tethered and alone outdoors.

Animals at Large

Animals found running at large where the owner cannot be immediately determined or contacted for retrieval of their animal, will be transported and held at the Fox Valley Humane Association at the owner's expense. Contact the Fox Valley Humane Association at (920) 733-1717 for information concerning their hours of operation, licensing, vaccination requirements, and fees associated with the release of an animal to its owner or caretaker.

For more information concerning animal ordinances and animal care, please contact the Appleton Police Department at (920) 832-6414.

City of Appleton Police Department

FOR EMERGENCIES CALL 911

**FOR CALLS REQUIRING AN
IMMEDIATE RESPONSE THAT IS
NOT AN EMERGENCY, CALL THE
NON-EMERGENCY LINE AT
(920) 832-5500**

**ANIMAL CONTROL
INFORMATION
(920) 832-6414**



**Information concerning the
keeping of pets in the city,
licensing, and general animal
care.**

City of Appleton – Mail In Application For Dog/Cat License

Owner Name: _____ Phone: _____
 2nd Owner Name: _____ Phone: _____
 Address (City residents only!): _____
 Animal Name: _____ Breed: _____ Is Cat: Longhair _____ Medium Hair _____ Shorthair _____
 Color: _____ Sex: M/F _____ Neutered/Spayed _____
 Date of rabies shot _____ Year of Expiration: _____
 Veterinary Clinic: _____ Clinic Phone #: _____

NEUTERED / SPAYED PET \$6.00

UNALTERED PET \$11.00

Complete this application and mail with the rabies certificate, proof of sterilization, and check (do not send cash) made out to the City of Appleton. For more than one pet, make additional copies of this form. Enclose a self-addressed envelope and your paperwork and license will be returned.

Mail To: Appleton Police Department
 Attn: Animal Control
 222 S Walnut St.
 Appleton, WI 54911-5099

For more information, Stop by or Call:
 Appleton Police Department
 222 S Walnut St. Appleton, WI

Our Mission

The City of Appleton has adopted state statutes and created city ordinances concerning animal ownership to protect the public health and safety of its citizens and to promote the general welfare of citizens and animals residing within the city.

Primary responsibility is placed on the animal owners to properly maintain and secure their animal so as to prevent them from causing injuries and/or creating nuisances.

Enforcement - Violations of state statutes and city ordinances will be addressed by written warnings and/or citations. Violations of a more serious nature may be referred to the District Attorney's office for charges.

Municipal Ordinance, Chapter 3

Restraint ("leash law") - the animal must be secured by a person or lead, and under the control of a responsible person and obedient to that persons command, or within the real property limits of its owner.

Limit allowed - No person or household shall keep more than six (6) animals, the maximum number of dogs being three (3), maximum number of rabbits being two (2).

Animal Care - No owner or caretaker of an animal shall fail to provide it with adequate food, water, heating, cooling, ventilation, sanitation, shelter, and medical treatment when necessary.

Abuse of animal - No person shall beat, cruelly ill treat, torment or otherwise abuse an animal.

Removal of waste - All pens, yards, structures or areas where animals are kept shall be maintained in a nuisance free manner. Excrement shall be removed regularly and disposed of property so not to attract insects or rodents, become unsightly or cause objectionable odors.

Report of animal bites or scratches - All incidents occurring in the city in which any animal bites or scratches a person or another animal, or is suspected of such, shall immediately be reported to the Police Department.

Licensing/Vaccinations

License and Rabies Vaccinations are required for all cats and dogs by the time they reach 5 months of age. Rabies vaccinations are required for ferrets by age 5 months.

Licenses must be obtained yearly. Rabies vaccinations are to be kept current and owners must be able to provide proof of valid rabies vaccinations for animals requiring rabies vaccinations.

The license period commences on January 1st and ends on the following December 31st. Dogs and cats must wear license and rabies tags at all times when off the premise of the owner.

A valid rabies certificate from a licensed veterinarian and proof of neuter or spay (to obtain the half price fee) will be required at the time the license is purchased.

Licenses are sold at the Appleton Police Department, 24 hours a day, seven days a week.

Animal License Fees

Cats/Dog	Spayed/Neutered	Non-Sterilized
January 1st - March 31st	\$6.00	\$11.00
April 1st - December 31st	\$11.00	\$16.00

Owners are charged a late penalty if they fail to purchase a license prior to April 1st for animals that are 5 months or older by April 1st, or within 30 days of acquiring a licensable (5 month or older) dog or cat.

Kitten/Puppy	Spayed/Neutered	Non-Sterilized
After July 1st	\$3.00	\$5.50

Owners are charged half the amount (after July 1st) only if the puppy or kitten to be licensed comes of licensable age after July 1st of the license year.

Replacement Tags - \$5.00 each

Chapter 3

Animals

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with the exception of a litter of pups or kittens, which may be kept for a period of time not to exceed five (5) months from birth. This section does not apply to premises holding a valid kennel license.

(Code 1965, §23.10; Ord 17-05, §1, 3-8-05)

Cross reference(s) - Citation for violation of certain ordinances. §1-7; schedule of deposits for citation. §1-18.

Sec. 3-13. Maintenance of pens and enclosures.

All pens, yards, structures or areas where animals are kept shall be maintained in a nuisance free manner. Excrement shall be removed regularly and disposed of properly so not to attract insects or rodents, become unsightly, or cause objectionable odors.

(Code 1965, §23.12(3); Ord 17-05, §1, 3-8-05)

Cross reference(s) - Citation for violation of certain ordinances, §1-17; schedule of deposits for citation, §1-18.

Sec. 3-14. Removal of animal waste.

(a) The owner or caretaker of an animal shall promptly remove and dispose of, in a sanitary manner, any excrement left or deposited by the animal upon public or private property.

(b) The owner or caretaker of a dog or cat shall have in his or her immediate possession an appropriate means of removing animal excrement whenever said animal is not on property owned or possessed by the owner or caretaker. This subsection shall not be applicable in cases in which a person is being assisted by a trained and certified seeing eye or mobility assistance dog.

(Code 1965, §23.12(1), (2); Ord 17-05, §1, 3-8-05)

Cross reference(s) - Citation for violation of certain ordinances, §1-17; schedule of deposits for citation, §1-18

X Sec. 3-15. Restraint, nuisance animals.

(a) The owner and/or caretaker of any animal shall keep an animal within the limits of his or her property and/or premises and when off of the property and/or premises, the animal shall be restrained so that the unprovoked animal does not run at large or become a public nuisance. For purposes of this section, the phrase "running at large" encompasses all places within the City except the owner's premises, and includes all streets, alleys, sidewalks, other public areas where animals are permitted, and private property.

(b) All owners and/or caretakers shall exercise proper care and control of animals under their ownership, possession and/or custody to prevent them from becoming a public nuisance.

(c) Every female dog or cat in heat shall be confined in a building or secure enclosure, or otherwise restrained, in Supp. #87

such a manner that such female dog or cat cannot come into contact with another unneutered male of the same species, except for planned breeding.

(Code 1965, §23.06(1) - (3); Ord 17-05, §1, 3-8-05; Ord 51-16, §1, 7-12-16)

Cross reference(s) - Citation for violation of certain ordinances. §1-17; schedule of deposits for citation §1-18.

Sec. 3-16. Impoundment.

(a) Unrestrained and nuisance animals shall be taken by authorized employees of the Police Department and impounded in a temporary or permanent animal shelter and there confined in a humane manner.

(b) When an animal is causing a public nuisance and its owner cannot be contacted at the time of the complaint, it may be impounded by authorized employees of the Police Department after an attempt to contact the owner is unsuccessful. After impoundment, reasonable attempts shall be made to contact the owner.

(c) An owner reclaiming an impounded animal shall pay the accrued impoundment fee and comply with provisions of Article II, Division 2 of this chapter.

(d) Any animal not reclaimed by its owner within seven (7) days becomes the property of the local government authority or humane society and shall be placed for adoption in a suitable home or humanely euthanized.

(Code 1965, §23.08; Ord 17-05, §1, 3-8-05)

X Sec. 3-17. Report of animal bites and scratches.

All incidents occurring in the City in which any animal bites or scratches a person or another animal, or is suspected of such, shall immediately be reported to the Police Department by any person having knowledge of such incident. If the bite or scratch is caused by an animal for which there is no rabies vaccine or known quarantine, the animal, at the discretion of the Police Department or Health Officer, may be euthanized and analyzed for rabies with all expenses incurred being the responsibility of the owner.

(Code 1965, §23.07; Ord 17-05, §1, 3-8-05)

Cross reference(s) - Citation for violation of certain ordinances, §1-17; schedule of deposits for citation, §1-18.

Sec. 3-18. Rabies vaccination for dogs, cats and ferrets; exemption.

(a) The owner of a dog, cat or ferret shall have the animal vaccinated by a veterinarian at not later than five (5) months of age; or, if an owner obtains or brings an animal into the City that has reached five (5) months of age, unless that animal has been vaccinated as evidenced by a current

and pet store licenses pursuant to Chapter 9. Kennel and pet store operators shall have dogs and cats vaccinated against rabies, but are not required to license individual animals. No kennel or pet store license or fee is required of any veterinary hospital or clinic or animal shelter. The location of kennels and pet stores is subject to applicable zoning and other regulations.

(Ord. 33-97, §1, 4-16-97; Ord 17-05, §1, 3-8-05)

Secs. 3-54 – 3-65. Reserved.

DIVISION 2. LICENSE FOR DOGS AND CATS.

Sec. 3-66. Required.

(a) Any person owning, keeping, harboring or having custody of any dog or cat over five (5) months of age within the City must obtain a license as provided in this division.

(b) Application for a license must be made within thirty (30) days after obtaining a dog or cat over four (4) months of age, except that this requirement will not apply to a nonresident keeping a dog, or cat within the municipality for not longer than thirty (30) days.

(Code 1965, §23.03(a) (1), (4))

Cross reference(s) - Citation for violation of certain ordinances, §1-17; schedule of deposits for citation. §1-18.

Sec. 3-67. Application.

Written application for a dog or cat license shall be made to the licensing authority and shall include the name and address of the applicant, a description of the animal, any additional information requested, the appropriate fee, and a rabies certificate issued by a licensed veterinarian.

(Code 1965, §23.03(1)(a)(2); Ord 17-05, §1, 3-8-05)

Sec. 3-68. Reserved.

Editor's Note: This section, Term, was deleted by Ord 17-05, §1, 3-8-05)

Sec. 3-69. Issuance; fee.

(a) A dog or cat license shall be issued after completing an application, showing evidence of rabies vaccination and payment of the applicable fee. Evidence of neutering, spaying, or other method of rendering the animal sterile, from a licensed veterinarian, will be required to receive the discounted fee for animals rendered sterile.

(b) License fees shall be as follows:

- (1) For each dog or cat not rendered sterile, eleven dollars (\$11.00)
- (2) For each dog or cat rendered sterile, six dollars (\$6.00).

(Code 1965, §23.03(1)(a)(5); Ord 17-05, §1, 3-8-05)

Sec. 3-70. Persons exempted from fee.

The license fee provided in this division shall not be required for governmental police dogs or other dogs subject to exemptions under Stats. Sec. 174.054, 174.055 and 174.056, as amended. Every person owning such a dog shall receive a free dog license annually upon application. (Code 1965, §23.03(1)(a)(5))

Sec. 3-71. License year; proration of fee.

The license year commences on January 1 and ends on the following December 31. Application for a license may be made thirty (30) days prior to the license year. Persons applying for a license during the licensing year shall be required to pay fifty percent (50%) of the fee stipulated in this division if the animal becomes five (5) months of age after July 1 of the licensing year. (Code 1965, §23.03(1)(a)(9))

Sec. 3-72. Late fee.

The Director of Finance shall assess and collect a late fee of five dollars (\$5.00) if the owner fails to obtain a dog or cat license prior to April 1 of each year or within thirty (30) days of acquiring ownership of a licensable animal, or if the owner failed to obtain a license on or before the animal reached licensable age. (Code 1965, Ord 4-93, §1, 1-6-93; Ord 17-05, §1, 3-8-05)

Sec. 3-73. Duplicates.

A duplicate dog or cat license may be obtained upon payment of a replacement fee of five dollars (\$5.00).

Sec. 3-74. Issuance of tags.

Upon acceptance of the dog or cat license application and fee, the licensing authority shall issue a durable tag stamped with an identifying number and the year of issuance. Tags should be designed so that they may be conveniently fastened or riveted to the animal's collar or harness.

Sec. 3-75. Record of tags.

The licensing authority shall maintain a record of the identifying numbers of all dog and cat license tags and shall make this record available to the public.

Sec. 3-76. Wearing of license tag, rabies tag required.

Dogs and cats must wear license and rabies vaccination tags at all times when off the premises of the owner, with the exception of show dogs or cats during competition.

Cross reference(s) – Citation for violation of certain ordinances, §1-17; schedule of deposits for citation, §1-18.

Sec. 3-77. Unlawful use.

No person may use any dog or cat license for any animal other than the animal for which it was issued.

Cross reference(s) – Citation for violation of certain ordinances. §1-17; schedule of deposits for citation, §1-18.

Sec. 3-78. Revocation.

(a) The Safety and Licensing Committee, with Common Council approval, may revoke any dog or cat license if the person holding the license refuses or fails to comply with this chapter or any other law governing the protection and keeping of animals.

(b) Any person whose license is revoked shall, within ten (10) days thereafter, humanely dispose of all animals owned, kept or harbored. No part of the license fee shall be refunded. For any animal, a receipt from an animal shelter, veterinarian or other individual must be obtained as proof of proper disposal. (Code 1965, §23.05(1), (3); Ord 17-05, §1, 3-8-05)

Secs. 3-79 – 3-90. Reserved.

Licenses & Vaccination Provisions:

[174.05](#). Dog license tax

[174.052](#). Publication of the dog license requirement and rabies vaccination requirement

[174.053](#). Multiple dog licenses

[174.054](#). Exemption for owners of dogs kept for educational or scientific purposes

[174.055](#). Exemption of dogs for blind, deaf and mobility-impaired

174.056 - Repealed in part and renumbered in part by 2005 Act 354, §§ 5 to 9, eff. May 3, 2006. Now see [WI ST 106.52](#).

[174.06](#). Listing

[174.065](#). Collection

[174.07](#). Dog licenses and collar tags

[174.08](#). License fees paid to county treasurer

[174.09](#). Dog license fund; how disposed of and accounted for

[174.10](#). Dog licensing in populous counties

[174.11](#). Claims for damage by dogs to domestic animals including ranch mink

[174.12](#). Actions against owners

[174.13](#). Humane use of dogs for scientific or educational purposes

[174.15](#). Penalty

174.01 Restraining action against dogs.

(1) KILLING A DOG.

(a) Except as provided in par. (b), a person may intentionally kill a dog only if a person is threatened with serious bodily harm by the dog and:

1. Other restraining actions were tried and failed; or
2. Immediate action is necessary.

(b) A person may intentionally kill a dog if a domestic animal that is owned or in the custody of the person is threatened with serious bodily harm by the dog and the dog is on property owned or controlled by the person and:

1. Other restraining actions were tried and failed; or
2. Immediate action is necessary.

(2) INAPPLICABLE TO OFFICERS, VETERINARIANS, AND PERSONS KILLING THEIR OWN DOG. This section does not apply to an officer acting in the lawful performance of his or her duties under s. 29.921 (7), 95.21, 173.23 (1m) (c), (3), or (4), or 174.02 (3), or to a veterinarian killing a dog in a proper and humane manner, or to a person killing his or her own dog in a proper and humane manner.

(3) LIABILITY AND PENALTIES. A person who violates this section:

- (a) Is liable to the owner of the dog for double damages resulting from the killing;
- (b) Is subject to the penalties provided under s. 174.15; and
- (c) May be subject to prosecution, depending on the circumstances of the case, under s. 951.02.

History: Sup. Ct. Order, 67 Wis. 2d 585, 775 (1975); 1975 c. 218; 1979 c. 289; 1981 c. 285; 1983 a. 451; 1987 a. 332 s. 64; 1997 a. 192, 248; 1999 a. 32; 2005 a. 162.

Within the meaning of the 4th amendment, domestic animals are effects and the killing of a companion dog constitutes a seizure, which is constitutional only if reasonable. *Viilo v. Eyre*, 547 F.3d 707 (2008).

174.02 Owner's liability for damage caused by dog; penalties; court order to kill a dog.

(1) LIABILITY FOR INJURY.

- (a) *Without notice.* Subject to s. 895.045 and except as provided in s. 895.57 (4), the owner of a dog is liable for the full amount of damages caused by the dog injuring or causing injury to a person, domestic animal or property.
- (b) *After notice.* Subject to s. 895.045 and except as provided in s. 895.57 (4), the owner of a dog is liable for 2 times the full amount of damages caused by the dog biting a person with sufficient force to break the skin and cause permanent physical scarring or disfigurement if the owner was notified or knew that the dog had previously, without provocation, bitten a person with sufficient force to break the skin and cause permanent physical scarring or disfigurement.

(2) PENALTIES IMPOSED ON OWNER OF DOG CAUSING DAMAGE.

- (a) *Without notice.* The owner of a dog shall forfeit not less than \$50 nor more than \$2,500 if the dog injures or causes injury to a person, domestic animal, property, deer, game birds or the nests or eggs of game birds.
- (b) *After notice.* The owner of a dog shall forfeit not less than \$200 nor more than \$5,000 if the dog injures or causes injury to a person, domestic animal, property, deer, game birds or the nests or eggs of game birds, and if the owner was notified or knew that the dog previously injured or caused injury to a person, domestic animal, property, deer, game birds or the nests or eggs of game birds.
- (c) *Penalties in addition to liability for damages.* The penalties in this subsection are in addition to any other liability imposed on the owner of a dog.

(3) COURT ORDER TO KILL A DOG.

- (a) The state, any municipality, or a person who is injured by the dog, whose minor child was injured by the dog, or whose domestic animal is injured by the dog may commence a civil action to obtain a judgment from a court ordering an officer to kill a dog. The court may grant the judgment if the court finds both of the following:
 1. The dog caused serious injury to a person or domestic animal on 2 separate occasions off the owner's property, without reasonable cause.
 2. The owner of the dog was notified or knew prior to the 2nd injury, that the dog caused the first injury.

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(b) Any officer enforcing a judgment under this subsection shall kill a dog in a proper and humane manner.

(4) LAW ENFORCEMENT DOGS.

(a) In this subsection, "law enforcement agency" has the meaning given in s. 165.83 (1) (b).

(b) The owner of a dog that is used by a law enforcement agency is not liable under sub. (1) for damages caused by the dog to a crime suspect while the dog is performing law enforcement functions.

(c) Subsection (2) does not apply to the owner of a dog that is used by a law enforcement agency if the dog injures a crime suspect while the dog is performing law enforcement functions.

(d) Subsection (3) does not apply to a dog that is used by a law enforcement agency if the dog injures a crime suspect while the dog is performing law enforcement functions.

History: 1981 c. 285; 1983 a. 451; 1985 a. 92; 1993 a. 154; 1995 a. 181; 1997 a. 141; 1999 a. 45; 2015 a. 112.

Public policy does not prohibit insurance coverage for statutorily imposed multiple damages. *Cieslewicz v. Mutual Service Cas. Ins. Co.* 84 Wis. 2d 91, 267 N.W.2d 595 (1978).

Doubling of damages under s. 174.02 (1) (b) operates only after application of the laws of comparative negligence. *Sprague v. Sprague*, 132 Wis. 2d 68, 389 N.W.2d 823 (Ct. App. 1986).

To be a "keeper" of a dog within the definition of "owner" under this statute, the person must exercise some measure of custody, care, or control. An "owner" injured while in control of the dog may not use the statute to hold another owner liable. *Armstrong v. Milwaukee Mutual Insurance Co.* 202 Wis. 2d 258, 549 N.W.2d 723 (1996), 93-1918.

A landlord does not become a harbinger of a tenant's dog by merely permitting the tenant to keep the dog. *Malone v. Fons*, 217 Wis. 2d 746, 580 N.W.2d 697 (Ct. App. 1998), 96-3326.

Armstrong has no application when one who is neither an owner or keeper of the dog is injured. Sub. (1) imposes strict liability on an owner when the person injured is neither the dog's owner or keeper. *Fifer v. Dix*, 2000 WI App 66, 234 Wis. 2d 117, 608 N.W.2d 740, 99-1717.

An owner may sue a keeper for contribution when an innocent 3rd-party has been injured. *Fire Insurance Exchange v. Cincinnati Insurance Company*, 2000 WI App 82, 234 Wis. 2d 314, 610 N.W.2d 98, 99-1094.

A keeper of a dog may not recover under this section, notwithstanding an allegation that the actual owner was negligent. While the keeper may pursue a common law negligence claim, sub. (1) (b) and its provision of double damages are not applicable to that action. *Malik v. American Family Mutual Insurance Co.* 2001 WI App 82, 243 Wis. 2d 27, 625 N.W.2d 640, 00-1129.

A dog owner does not have notice under sub. (1) (b) because the owner knows that the dog as a puppy chewed on household items in the course of normal teething behavior. *Gaspar v. Parbs*, 2001 WI App 259, 249 Wis. 2d 106, 637 N.W.2d 399, 00-2476.

Courts may utilize the traditional 6 public policy factors, formerly referred to as proximate cause, to limit liability in appropriate cases under this section. *Fandrey v. American Family*, 2004 WI 62, 272 Wis. 2d 46, 680 N.W.2d 345, 02-2628.

Public policy does not preclude a police officer from suing for injuries received because of a dog attack that occurred during the course of the officer's duties. *Cole v. Hubanks*, 2004 WI 74, 272 Wis. 2d 539, 681 N.W.2d 147, 02-1416.

Under s. 174.001 (5), "owner" includes anyone who keeps or harbors a dog. The concepts of "harbor" and "keep" are similar, and the liability of one who harbors a dog and one who keeps a dog is the same. When a homeowner has become a statutory owner by virtue of the dog's living in her residence for several months, that status does not vary on a minute-to-minute basis, depending on which person controls the dog. The homeowner's status as a harbinger of the dog is not extinguished when the dog's legal owner takes momentary control of the dog. *Pawlowski v. American Family Mutual Insurance Co.* 2009 WI 105, 322 Wis. 2d 21, 777 N.W.2d 67, 07-2651.

Mere ownership of the property on which a dog resides is not sufficient to establish that an individual is an owner of a dog under this section. The totality of the circumstances determines whether the legal owner of the property has exercised the requisite control over the property to be considered a harbinger and thus an owner under the statute. *Augsburger v. Homestead Mutual Insurance Company*, 2014 WI 133, 359 Wis. 2d 385, 856 N.W.2d 874, 12-0641.

Recent changes in the statutory liability of Wisconsin dog owners: How expensive is fido? *Eiche*. WBB April 1984.

Unleashed: Wisconsin's Dog Statute. *Mullaney*. Wis. Law. June 2006.

174.042 Dogs running at large and untagged dogs subject to impoundment; penalties.

(1) DOG RUNNING AT LARGE.

(a) Except as provided in par. (b), a dog is considered to be running at large if it is off the premises of its owner and not under the control of the owner or some other person.

(b) A dog that is actively engaged in a legal hunting activity, including training, is not considered to be running at large if the dog is monitored or supervised by a person and the dog is on land that is open to hunting or on land on which the person has obtained permission to hunt or to train a dog.

(2) UNTAGGED DOG. A dog is considered to be untagged if a valid license tag is not attached to a collar which is kept on the dog whenever the dog is outdoors unless the dog is securely confined in a fenced area.

- (3) DOG RUNNING AT LARGE OR UNTAGGED DOG SUBJECT TO IMPOUNDMENT. An officer shall attempt to capture and restrain any dog running at large and any untagged dog.
- (4) PENALTIES. If the owner of a dog negligently or otherwise permits the dog to run at large or be untagged, the owner shall forfeit not less than \$25 nor more than \$100 for the first offense and not less than \$50 nor more than \$200 for subsequent offenses.

History: 1979 c. 289; 1983 a. 451; 1999 a. 50.

174.05 Dog license tax.

- (1) REQUIREMENT. Except as provided in s. 174.054, the owner of a dog more than 5 months of age on January 1 of any year, or 5 months of age within the license year, shall annually, or on or before the date the dog becomes 5 months of age, pay the dog license tax and obtain a license.
- (2) TAX. The minimum dog license tax is \$3 for a neutered male dog or spayed female dog, upon presentation of evidence that the dog is neutered or spayed, and \$8 for an unneutered male dog or unsplayed female dog, or one-half of these amounts if the dog became 5 months of age after July 1 of the license year.
- (3) ADDITIONAL TAX. The governing body of any county may by a majority vote of the members present at any regular meeting raise the minimum dog license tax on dogs within its jurisdiction and the governing body of any town, village or city may by resolution raise the minimum dog license tax on dogs within its jurisdiction. If the governing body of any county, town, village or city increases the minimum tax, it shall provide that the tax for unneutered male dogs and unsplayed female dogs is greater than the tax for neutered male dogs and spayed female dogs. The additional tax may not exceed the total cost of all dog licensing, regulating and impounding activities for the previous year, less any refunds which may be received under s. 174.09 (2), and shall be levied and collected in the same manner as other dog license taxes.
- (4) LICENSE YEAR. The license year commences on January 1 and ends on the following December 31.
- (5) LATE FEES. The collecting official shall assess and collect a late fee of \$5 from every owner of a dog 5 months of age or over, if the owner failed to obtain a license prior to April 1 of each year, or within 30 days of acquiring ownership of a licensable dog or if the owner failed to obtain a license on or before the dog reached licensable age. All late fees received or collected shall be paid into the local treasury as revenue of the town, village or city in which the license was issued. The governing body of any county, town, village or city may, when setting the amount of the tax, provide that any person purchasing a dog license for a dog 5 months of age or over after April 1 shall pay an additional late fee.

History: 1979 c. 289; 1983 a. 451; 1991 a. 39.

174.052 Publication of the dog license requirement and rabies vaccination requirement.

- (1) JANUARY NOTICE. Except as provided in sub. (3), the county board of each county shall cause a class 1 notice under ch. 985 to be published between January 1 and January 15 of each year in a newspaper having general circulation in the county notifying the public that rabies vaccinations and dog licenses are required under the statutes.
- (2) MARCH NOTICE. Except as provided in sub. (3), the county board of each county shall cause a class 1 notice under ch. 985 to be published between March 1 and March 15 of each year in a newspaper having general circulation in the county notifying the public that rabies vaccinations and dog licenses are required under the statutes and that late fees may be assessed after April 1.
- (3) ~~74.052(3)~~ IN CERTAIN POPULOUS COUNTIES. In a county in which an agreement under s. 174.10 (2) is in effect, the intergovernmental commission shall cause the notices under subs. (1) and (2) to be published.

History: 1979 c. 289; 2003 a. 133.

174.06 Listing.

- (1) **RESPONSIBILITY TO LIST.** Every town, village and city shall annually, by September 1, ascertain by diligent inquiry the dogs owned or kept within the assessment district.
- (2) **LISTING OFFICIAL; GENERALLY.** In a city or village the listing official is the municipal clerk, unless the common council or village board provides by ordinance or resolution for the appointment of a different person. In a town, the town board shall designate a person to be the listing official.
- (3) **COMPENSATION.**
 - (a) Except as provided in par. (b), a listing official who is not a full-time, salaried municipal employee shall receive as compensation 50 cents for each dog listed, or a greater amount established by the county board by ordinance or resolution, to be audited and allowed by the county board as other claims against the county and to be paid out of the dog license fund. A listing official who is a full-time, salaried municipal employee shall receive this compensation from the county board but shall be required to pay the compensation into the town, village, or city treasury.
 - (b) In a county in which an agreement under s. 174.10 (2) is in effect, the intergovernmental commission shall pay the compensation required under par. (a).
- (4) **COOPERATION WITH LISTING OFFICIAL.** Every person shall answer frankly and fully all questions asked by the listing official relative to the ownership or keeping of dogs within the district.
- (5) **RECORDS.** The listing official shall enter in the records for personal property assessments, or in a separate record, all dogs in the district subject to tax, to whom they are assessed, the name, number, sex, spayed or unspayed, neutered or unneutered, breed and color of each dog. The listing official shall make in triplicate a list of the owners of all dogs assessed.
- (6) **MULTIPLE DOG LICENSE RECORDS.** The listing official shall make in triplicate a list of the names of persons holding multiple dog licenses and the number of dogs kept by each of those persons.
- (7) **LIST DELIVERY.** The listing official shall, by September 15, deliver one copy of the list under sub. (5) or (6) to the county clerk and one copy to the official to whom license taxes are paid under s. 174.08, and retain one copy for his or her files.
- (8) **ASSESSMENT OR TAX ROLL.** Dog licenses need not be entered on any assessment or tax roll other than the lists prepared by the listing official under subs. (5) and (6). These lists may be deemed property assessment and tax rolls for all tax collection purposes.

History: 1973 c. 90, 333; 1975 c. 290, 421; 1977 c. 29 s. 1650m (4); 1979 c. 289; 1981 c. 285, 314; 1983 a. 451; 2001 a. 16; 2003 a. 133.

174.065 Collection.

- (1) **COLLECTING OFFICIAL.** The collecting official is any city, village, or town treasurer or other tax collecting officer or any person deputized by the treasurer or tax collecting official, unless the common council or village or town board provides by ordinance or resolution for the appointment of a different person. Veterinarians and humane societies may voluntarily become collecting officials for a city, village, or town if the governing body of the city, village, or town by resolution or ordinance provides that veterinarians and humane societies may be collecting officials for the city, village, or town. In a county in which an agreement under s. 174.10 (2) is in effect, the intergovernmental commission is also a collecting official for a city, village, or town if the governing body of the city, village, or town by resolution or ordinance provides that the intergovernmental commission is a collecting official.
- (3) **COLLECTION OF DELINQUENT DOG LICENSE TAXES.** Delinquent dog license taxes may be collected in the same manner as in s. 74.55 and ch. 799 for the collecting of personal property taxes.

History: 1979 c. 289 ss. 14, 24; 1981 c. 285; 1987 a. 378; 2001 a. 16; 2003 a. 133.

174.07 Dog licenses and collar tags.

- (1)
 - (a) **License required.** Except as provided in s. 174.054, a dog license is necessary for the keeping of any dog over 5 months of age.
 - (b) **Licenses.** Upon payment of the required dog license tax and, except as provided in s. 95.21 (9) (d), upon presentation of evidence that the dog is currently immunized against rabies, the collecting official shall complete and issue to the owner a license for the dog bearing a serial number and in the form prescribed by the department

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stating the date of its expiration, the owner's name and address, and the name, sex, spayed or unspayed, neutered or unneutered, breed and color of the dog.

- (c) *Copies.* The collecting official shall keep a duplicate copy of the license on file. In counties having a population of 750,000 or more, the collecting official shall immediately send to the county clerk or whatever agency the county board may direct, a triplicate copy of the license. A collecting official who is not the official to whom license taxes are paid under s. 174.08 shall provide a copy of each license issued to the official to whom license taxes are paid under s. 174.08.
- (d) *Tag.* After issuing the license the collecting official shall deliver to the owner a tag of durable material bearing the same serial number as the license, the name of the county in which issued and the license year.
- (e) *Tags to be attached.* The owner shall securely attach the tag to a collar and a collar with the tag attached shall be kept on the dog for which the license is issued at all times but this requirement does not apply to a dog during competition or training, to a dog securely confined indoors, to a dog while hunting, to a dog securely confined in a fenced area or to a dog while actively involved in herding or controlling livestock if the dog is under the control of its owner.
- (f) *Duplicate tags.* A new tag with a new number shall be furnished to the owner by a collecting official in place of the original tag upon presentation of the license. The collecting official shall then endorse the new tag number on the license and shall keep a record in the file.

(2) PROVISION AND DISTRIBUTION OF FORMS AND TAGS.

- (a) The department shall contract for and have prepared and furnished annually to the county clerk of each county a sufficient number of tags. The cost of making and furnishing the tags and the cost of printing all forms shall be paid by the counties out of the dog license fund.
- (b) The county clerks shall distribute tags and license forms to the collecting officials in proper amounts together with blank license receipts.
- (c) The department shall provide and the clerk shall distribute triplicate or quadruplicate copy license forms to any collecting official who makes such a request.
- (d) The department shall furnish county clerks with suitable multiple dog license tags and blank licenses for distribution to the collecting officials.
- (e) Notwithstanding pars. (a) to (d), in a county in which an agreement under s. 174.10 (2) is in effect, all of the following apply:
 - 1. The department shall provide tags and, upon request, license forms to the intergovernmental commission, rather than to the county clerk.
 - 2. The intergovernmental commission shall pay the costs out of the dog license fund.
 - 3. The intergovernmental commission shall distribute tags and license blanks to the other collecting officials.

(3) FILING AND ACCOUNTING.

- (a) *Copies.* A collecting official shall, at the time of issuing a license, make a complete duplicate upon the stub portion of the license form before delivering the license. A copy of each license shall be kept in a file maintained by the collecting official. In counties having a population of 750,000 or more, the collecting official shall send immediately to the county clerk or whatever agency the county board may direct an additional copy of the license.
- (b) *Return of tags and licenses.* Except as provided in par. (bm), the collecting official shall annually by December 31 return to the county clerk all unused tags of the current license year, together with license books and all duplicate licenses of the current year. The county clerk shall carefully check the returned tags, duplicate licenses, and license forms to ascertain whether all tags and license forms that were furnished by the county clerk have been accounted for. To enable the county clerk to do that, the county clerk shall charge each collecting official with all tags and license forms furnished or delivered and credit those returned. In case of discrepancy, the county clerk shall notify the department.
- (bm) *Certain populous counties.* In a county in which an agreement under s. 174.10 (2) is in effect, a collecting official who is not the intergovernmental commission shall return unused tags, license books, and duplicate licenses to the intergovernmental commission.
- (c) *Reimbursement.* The collecting official may retain 25 cents, or a greater amount established by the county board by ordinance or resolution, for each license issued as compensation for the service, if the collecting official is not

a full-time, salaried municipal employee. If the collecting official is a full-time, salaried municipal employee, this compensation shall be paid into the treasury of the town, village, or city.

History: 1975 c. 290, 421; 1977 c. 29 ss. 1260g, 1650m (4); 1979 c. 289 ss. 20, 25 to 30; 1981 c. 285; 1983 a. 451; 2001 a. 16, 107; 2003 a. 133; 2005 a. 240; 2017 a. 207 s. 5.

174.08 License fees paid to county treasurer.

- (1) Except as provided in sub. (2), every collecting official shall pay all dog license taxes to the town, village, or city treasurer or other tax collecting officer who shall deduct any additional tax that may have been levied by the municipal governing body and pay the remainder to the county treasurer at the time settlement is made with the county treasurer for collections of personal property taxes, and shall at the same time report in writing to the county clerk the licenses issued. The report shall be in the form prescribed by the department, and the forms shall be furnished by the county clerks.
- (2) In a county in which an agreement under s. 174.10 (2) is in effect, a collecting official who is not the intergovernmental commission shall pay all dog license taxes to the intergovernmental commission and shall report the licenses issued to the intergovernmental commission.

History: 1977 c. 29; 1979 c. 289; 2003 a. 133.

174.09 Dog license fund; how disposed of and accounted for.

- (1) Except as provided in sub. (3), the dog license taxes so paid to the county treasurer shall be kept in a separate account and shall be known as the "dog license fund" and shall be appropriated and disbursed for the purposes and in the manner following: Within 30 days after receipt of the same, the county treasurer shall pay into the state treasury 5 percent of the minimum tax as provided for under s. 174.05 (2) of all dog license taxes which shall have been received by the county treasurer.
- (2) Except as provided in sub. (3), expenses necessarily incurred by the county in purchasing and providing books, forms, and other supplies required in administering the dog license law, expenses incurred by the county under s. 95.21 (4) (b) and (8) and expenses incurred by the county pound or by a humane society or other organization designated to provide a pound for collecting, caring for, and disposing of dogs may be paid out of the dog license fund. The amount remaining in the fund after deducting these expenses shall be available for and may be used as far as necessary for paying claims allowed by the county to the owners of domestic animals because of damages done by dogs during the license year for which the taxes were paid. Any surplus in excess of \$1,000 which may remain from the dog license taxes of any license year shall on March 1 of the succeeding year be paid by the county treasurer to the county humane society or other organization designated by the county board to provide a pound. If there is no humane society or other organization designated to provide a pound, these funds shall be paid to the towns, villages, and cities of the county for their use in the proportion in which the towns, villages, and cities contributed to the fund out of which the surplus arises.
- (3) In a county in which an agreement under s. 174.10 (2) is in effect, the intergovernmental commission shall maintain the dog license fund, consisting of the dog license taxes. The intergovernmental commission shall pay 5 percent of the minimum dog license tax provided for under s. 174.05 (2) to the department and shall expend the remainder of the dog license fund for the purposes of administering the dog license law, providing a pound for dogs, and paying claims allowed under s. 174.11. If on March 1 there is remaining in the dog license fund a surplus from the dog license taxes of the previous license year that exceeds 5 percent of the dog license taxes collected in that license year, the intergovernmental commission shall return the excess to the towns, villages, and cities of the county in the proportion in which the towns, villages, and cities contributed to the fund in that license year.

History: 1979 c. 289; 1981 c. 285; 1983 a. 451; 2003 a. 133.

174.10 Dog licensing in populous counties.

- (1) In this section, "municipality" means a city, village, or town.
- (2) If all of the municipalities in a county with a population of 750,000 or more form an intergovernmental commission by contract under s. 66.0301 (2) for the purpose of providing animal control services, the county and the intergovernmental commission may enter into an agreement under which the intergovernmental commission assumes the county's responsibility for activities related to dog licensing.
- (3) If a county and an intergovernmental commission enter into an agreement under sub. (2), the intergovernmental commission shall provide a copy of the agreement to the department.

History: 2003 a. 133; 2017 a. 207 s. 5.

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174.11 Claims for damage by dogs to domestic animals including ranch mink.

- (1) The owner of any domestic animal, including a ranch mink, when it is proven that a dog forcibly entered an enclosure in which the mink was kept, which is attacked, chased, injured, or killed by a dog may, within 3 days after the owner has knowledge or notice thereof, file a written claim for damages with the clerk of the town, village, or city in which the damage occurred or, if it occurred in a town or village, with the chairperson of such town or the president of such village. The form of the claim may be prescribed by the department of agriculture, trade and consumer protection. Upon presentation of a claim the supervisors of the town, the board of trustees of the village, or the common council of the city, or a committee appointed for that purpose by the supervisors, the board of trustees, or the common council shall promptly investigate the claim and may subpoena witnesses, administer oaths, and take testimony relative to the claim and shall within 30 days after the filing of the claim make, certify, and return to the county clerk or, in a county in which an agreement under s. 174.10 (2) is in effect, to the intergovernmental commission the claim, a report of the investigation, the testimony taken, and the amount of damages suffered by the owner of the domestic animal.
- (2)
 - (a) The form of the report and certification under sub. (1) may be prescribed by the department of agriculture, trade and consumer protection, and shall be subscribed by the supervisors, board, or committee making the report and certification.
 - (b) Except as provided in par. (c), the county clerk shall submit to the county board at its first meeting, following the receipt of any such claim, all claims filed and reported, and the claims shall be acted upon and determined by the county board as other claims are determined and acted upon. Except as provided in par. (c), the amount of damages filed and reported to the county clerk shall be prima facie proof of the actual damages sustained, but evidence may be taken before the county board relative to the claims as in other cases, and appeals from the action of the county board shall lie as in other cases.
 - (c) In a county in which an agreement under s. 174.10 (2) is in effect, the intergovernmental commission shall act upon and determine all claims filed and reported under sub. (1).
 - (d) On appeal from the action of the county board or, in a county in which an agreement under s. 174.10 (2) is in effect, from the action of the intergovernmental commission, the trial shall be by the court without a jury.
- (3) The claims shall be solely against the dog license fund and shall create no other liability on the part of the county.
- (4) Subject to sub. (5), the county board or, in a county in which an agreement under s. 174.10 (2) is in effect, the intergovernmental commission shall allow, as the amount of a claim for a domestic animal, including a ranch mink, killed by a dog, the amount determined to be the fair market value of the domestic animal, including a ranch mink, on the date the death occurred. Subject to sub. (5), the county board or, in a county in which an agreement under s. 174.10 (2) is in effect, the intergovernmental commission shall allow, as the amount of a claim for a domestic animal, including a ranch mink, injured by a dog, the amount determined to be the total of the costs resulting from the injury including a loss in fair market value but the total amount of the claim may not exceed the fair market value. No claim may be paid to any person who has failed to pay a dog tax on an assessable dog.
- (5) A county board may, by ordinance, establish the maximum amount that may be allowed for a claim under this section and may establish different maximums for different species of animals.

History: 1977 c. 29 s. 1650m (4); 1981 c. 285; 1983 a. 451; 1989 a. 56 s. 258; 1993 a. 154; 1995 a. 316; 2003 a. 133.

174.12 Actions against owners.

- (1) The allowance by a county of any claim for damages done by dogs constitutes an assignment to the county of the cause of the action of the claimant for which the claim is filed, and the county may sue and recover from the owner of the dog or dogs doing the damages the full amount thereof and which shall not be limited to the sum paid the claimant by the county. The allowance under s. 174.11 (2) (c) by an intergovernmental commission of any claim for damages done by dogs constitutes an assignment to the intergovernmental commission of the cause of the action of the claimant for which the claim is filed, and the intergovernmental commission may sue and recover from the owner of the dog or dogs doing the damages the full amount thereof and which shall not be limited to the sum paid the claimant by the intergovernmental commission. Before any claim shall be allowed by a county or an intergovernmental commission on account of damages done by dogs, the claimant shall furnish satisfactory proof that the damage was not done in whole or in part by any dog owned, kept, or harbored by the claimant.
- (2) No claim shall be allowed by a county board or an intergovernmental commission at less than the amount so certified and reported, unless the claimant shall first be notified that such action is contemplated and shall have been given a reasonable opportunity to be heard and to offer further evidence in support of the claimant's claim.

- (3) This chapter shall not in any way limit the existing right or authority of any town, village or city to pass ordinances for the keeping and regulating of dogs, or repeal or annul any existing statute or ordinance or local regulation governing the keeping and regulating of dogs; but on and after July 1, 1920, no town, village or city shall pass any ordinance for the licensing of dogs, and all town, village or city ordinances and local regulations licensing dogs then in force shall be null and void.
- (4) No person except the owner or the owner's authorized agent shall remove any license tag from a dog collar or remove any collar with a license attached thereto from any dog. No person shall keep or harbor a dog wearing a fictitious, altered or invalid license tag, or a license tag not issued in connection with the licensing or keeping of the dog wearing the same. No license or license tag issued for one dog shall be transferable to another dog. Every town, village or city treasurer shall notify the district attorney of that treasurer's county of every refusal or failure of an owner to obtain a license for keeping the owner's dog and it shall be the duty of the district attorney to institute proceedings against such owner and against every owner within the district attorney's county who has violated any of the provisions of the dog license law.
- (5) Dogs brought into the state temporarily for a period not to exceed 30 days if kept confined or in leash shall be exempt from this chapter.
- (6) The provisions of this chapter relating to the licensing of dogs and the provisions for the payment of claims out of the dog license fund for damages done by dogs are severable and the provisions relating to such payment of claims are not an inducement to the enactment of any other provisions of this chapter.

History: 1981 c. 390 s. 252; 1993 a. 482; 2003 a. 133.

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Pet Movement

Wisconsin
Out-of-state
Pets

Step 1: Determine if your pet is a household pet or an exotic pet?

Importing Household Pets from Outside Wisconsin

Bringing Household Pets to Wisconsin

Importing refers to animals brought to Wisconsin for events, shows, and vacation travel, as well as animals relocating permanently to the state.

Make sure you have reviewed examples of household and exotic pets above. Import requirements for household pets are below. Import requirements for exotic pets are on the [exotic animal movement webpage](#) for movement requirements.

Import Requirements for Household Pets

You must provide a certificate of veterinary inspection (CVI) when importing a household pet. A CVI is required for animals entering Wisconsin by any mode of transportation, such as automobile, airplane or rail.

DATCP no longer accepts the computer-generated APHIS 7001 form, which has no preprinted CVI number. Older, multicopy forms with printed numbers are still accepted.

Alternative CVI forms are listed below; payment may be required. Some options may not be available in your state. Call your State Veterinarian's office to verify. If your State Veterinarian's office has another option not listed here, or if you are unsure if the CVI is accepted, contact the Import Coordinator.

- Electronic forms from any of the following: Global Vet Link, AgView CVI, your State Veterinarian's office.
- Paper copies available from your State Veterinarian's office. DATCP accepts large animal forms for pets and wild animals if allowed by the state of origin (where the animal is coming from).
- For imports from Texas, in addition to the above, the Texas Veterinary Medical Association (TVMA) CVI.

CVIs must include the following:

- Complete physical origin and destination addresses.
- Age of animal, species, breed and sex.
- Number of animals.
- Purpose of movement.
- Current veterinarian-administered rabies vaccination for dogs and domestic cats five months and older with the **date of vaccination** and **revaccination due date or indication of 1 or 3 year vaccine** clearly written on the CVI. Wisconsin accepts both valid one-year and three-year rabies vaccines, which must be administered by a licensed veterinarian.
- For dogs, see additional requirements below.

Not required for household pets:

- Testing.
- Statements on the CVI.
- Import permit number.

How to submit a CVI:

CVIs written for animal imports into Wisconsin must be sent to DATCP's Division of Animal Health. This can be done in the following ways:

- Electronic CVIs like Global Vet Link, AgView CVI, or an eCVI provided by the state of origin are automatically and electronically submitted and no additional action is required after CVI submission.
- If paper CVIs are submitted to a State Veterinarian's office in the state of origin and that office is forwarding them to Wisconsin, no further action is required.
- If submitting paper CVIs directly to Wisconsin, email DATCPAnimalImports@wisconsin.gov or mail to DATCP-DAH, P.O. Box 8911, Madison, WI 53708-8911.

Additional Import Requirements for Dogs

Heartworm-Positive Dogs

Any dog found to be positive on a heartworm test in the state of origin may not be imported into Wisconsin until it has completed the appropriate heartworm treatment protocol as recommended by the [American Heartworm Society](#). After the treatment is completed, a veterinarian in the state of origin must record on the CVI that the dog was treated for heartworm and record all treatment dates.

Additional Import Requirements for Household Pets from Another Country

For household pets being brought into Wisconsin from outside the U.S., contact the Centers for Disease Control (CDC) at (404) 639-3311 or visit the CDC website. You should also visit the U.S. Department of Agriculture (USDA) website to find any information not covered on the CDC website.

In addition to any requirements from CDC and USDA, household pets being brought into Wisconsin from outside the U.S. need to meet the regular import requirements for Wisconsin. This includes meeting the requirements for rabies vaccination for dogs and cats. Any health documentation used by the country of origin will be accepted for international movement.

Additional Import Requirements for Dogs Imported from African Swine Fever Affected Countries

All dogs imported into Wisconsin that originate from or have traveled through a country in which African Swine Fever (ASF) has been diagnosed within the past five (5) years, including the People's Republic of China will also require:

- **An import permit** (*use the General Import Permit Application*)
- A post import quarantine (*see below for quarantine terms*)

See List of ASF affected countries.

See USDA Factsheet for information about ASF.

The quarantine will remain in effect until cancelled by official written notice from the State Veterinarian or an authorized representative.

The terms of the quarantine will include:

1. Not removing the animal(s) from the place of quarantine unless permitted in advance by the State Veterinarian or an authorized representative in writing;
2. Keeping the animal(s) in an area within the place of quarantine that is easily cleaned and can be disinfected;
3. Isolating the animal(s) away from the public and any other animals;
4. Not allowing visitors to access or contact the animal(s);
5. Providing veterinary prescribed appropriate tick treatment for all quarantined dog(s);
6. Disassembling, cleaning by thoroughly removing all organic material, washing using a detergent, and disinfecting with bleach solution (specified below), any animal carriers and food or water bowls upon arrival into Wisconsin.
7. Using a disinfectant solution of $\frac{3}{4}$ cup of chlorine bleach mixed with one gallon of water and, when applying, allowing the disinfectant solution to be in contact with surfaces for 10-15 minutes before thoroughly rinsing it off with water;
8. Double-bagging any transport-associated material(s) and animal feces and other waste incurred during travel and for the first five (5) days after arrival of the animal(s) into Wisconsin. Bringing the material to the Wisconsin Veterinary Diagnostic Laboratory (445 Easterday Lane, Madison, WI 53706) for disposal by incineration at the importer's expense at the end of the quarantine period. Waste packaging must be approved by a District Veterinarian assigned to the case prior to transport for disposal;
9. Notifying the Wisconsin Veterinary Diagnostic Laboratory, (608) 262-5432, to make arrangements before transporting material for incineration; and
10. Complying with any additional requirements that may be needed due to non-compliance with the provisions of the quarantine or indications of disease risk.

The quarantine will remain in effect for a minimum of 10 days. However, the actual length of any quarantine may be longer if the dog shows signs of illness or there are any issues of non-compliance with the conditions of the quarantine, including any attached written protocols.

The department may inspect to ensure the animals or products quarantined under this quarantine order are being held in compliance with the terms of the order.

Our existing Mission Statement:

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

Goals:

To deliver all municipal services in the most efficient, cost effective manner utilizing best practices and incorporation of technology.

To cultivate and organizational environment that empowers an engaged, innovative, and diverse municipal employee base.

To remain a responsible and forward thinking steward of financial, natural and historic resources.

To maintain a sense of community while recognizing that our tourism based economy is a unique factor for our city.

To encourage sustainable economic strategies and progressive quality of life initiatives.

City of Lake Geneva

2022 Budget Process Schedule

Tuesday, July 6, 2021	<u>Regular Finance, License, and Regulation Committee (FLR) Meeting - Review Timeline</u>
Monday, July 12, 2021 6:00 PM	<u>Regular City Council Meeting – Approve Timeline</u>
Tuesday, July 27, 2021	Administrator’s staff meeting to notify Department Heads of Budget due dates and guidelines
Tuesday, August 24, 2021	Department Capital Improvements (updated) and Equipment Replacement Budgets due to City Finance Director/Comptroller
Friday, September 10, 2021	Department 2022 Operating Budget Requests due to City Finance Director/Comptroller
Thursday, September 23, 2021 9:00 am – 11:30 am	<u>Special FLR Meeting (Council Chambers):</u> Department Budget Request Presentations 9:00 Library 9:20 Parking 9:40 Court 9:50 Clerk 10:00 Lakefront 10:30 PW/Streets/Parks/Cemetery
Thursday, September 23, 2021 1:00 pm – 3:30 pm	<u>Special FLR Meeting (Council Chambers):</u> Department Budget Request Presentations 1:00 Fire 1:30 Police/ Emergency Mgmt 2:15 Bldg & Zoning 2:30 Administrator 2:45 Finance/Attorney 3:00 Tourism 3:15 Outside Entities
Tuesday, September 28, 2021	Compile/review all Budget requests by Administrator, Finance Director/Comptroller, Mayor, and FLR Chair
Wednesday, October 6, 2021 4:30 pm	<u>Special FLR Meeting</u> – Presentation of Budget Summary/Budget Workshop - Review and Recommendations
Wednesday, October 13, 2021 4:30pm	<u>Special FLR Meeting</u> – Budget Workshop - Review and Recommendation
Wednesday, October 20, 2021 4:30 pm	<u>Special FLR Meeting</u> – Budget Workshop – Review and Recommendation (if needed)
Monday, October 25, 2021 6:00pm	<u>Regular City Council</u> – approve Budget Summary to publish (preliminary budget on website)
Friday, October 29, 2021	Deadline to newspaper for publishing Budget Summary
Thursday, November 4, 2021	Publication Date for the Budget Summary
Monday, November 22, 2021 6:00pm	<u>Regular Council Meeting with a Public Hearing</u> for the 2022 City Budget

City of Lake Geneva

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**City of Lake Geneva
Finance, License, & Regulation Committee
July 6, 2021**

**Prepaid Checks
06/16/21-07/06/21**

**Total:
\$923,117.62**

Checks over \$5,000:

\$	889,487.90	<i>MSI General Corporation-Riviera Reno Payment</i>
\$	5,332.00	<i>Stephanie Lynn Lake Geneva LLC-Riviera Events Coordinator</i>

Report Criteria:

Report type: Summary

[Report]. Check Issue Date = 06/15/2021,06/18/2021,06/23/2021,06/25/2021,06/30/2021

Check.Type = {<>} "Adjustment"

Bank.Bank account = "043230"

Check Issue Date	Check Number	Vendor Number	Payee	Amount
06/15/2021	76561	5659	MSI GENERAL CORPORATION	889,487.90
06/18/2021	76642	6160	AMAZON CAPITAL SERVICES	1,612.77
06/18/2021	76643	2104	AT&T	1,094.70
06/18/2021	76644	2108	AT&T LONG DISTANCE	39.15
06/18/2021	76645	2109	AT&T MOBILITY	2,525.81
06/18/2021	76646	2138	BAKER & TAYLOR	1,922.33
06/18/2021	76647	2295	CITY OF DELAVAN	73.60
06/18/2021	76648	5428	CITY OF LAKE GENEVA POLICE DEPT	78.75
06/18/2021	76649	2424	DUNN LUMBER	5.79
06/18/2021	76650	6203	HINZPETER, SEAN	43.85
06/18/2021	76651	6093	INGRAM LIBRARY SERVICES	3,083.52
06/18/2021	76652	2779	KENOSHA CIRCUIT COURT	500.00
06/18/2021	76653	3062	NORTHWIND PERENNIAL FARM	300.00
06/18/2021	76654	3001	SECURIAN FINANCIAL GROUP	2,630.38
06/18/2021	76655	4918	TIME WARNER CABLE	229.96
06/18/2021	76656	5874	UNIQUE	26.85
06/18/2021	76657	5001	VERIZON WIRELESS	38.01
06/18/2021	76658	5008	VILLAGE OF FONTANA	701.00
06/18/2021	76659	5071	WE ENERGIES	3,094.75
06/23/2021	76660	2104	AT&T	621.50
06/23/2021	76661	5576	FISH WINDOW CLEANING	210.00
06/23/2021	76662	2800	KORNAK, EMILY	65.00
06/23/2021	76663	3026	NATL ASSOC OF CHIEFS OF POLICE	60.00
06/23/2021	76664	3233	RHYME BUSINESS PRODUCTS	577.21
06/23/2021	76665	4918	TIME WARNER CABLE	64.99
06/23/2021	76666	4973	US BANK	2,182.84
06/23/2021	76667	4975	US CELLULAR	643.69
06/25/2021	76700	2884	LAKE GENEVA UTILITY	150.87
06/30/2021	76702	2046	ALLIANT ENERGY	92.13
06/30/2021	76703	2056	AMAZON	13.98
06/30/2021	76704	2104	AT&T	573.89
06/30/2021	76705	5375	BLACK POINT ESTATE & GARDENS	25.00
06/30/2021	76706	6129	DE LAGE LANDEN FINANCIAL SERVICES INC	175.19
06/30/2021	76707	6207	DICAMILLO, MICHAEL	150.00
06/30/2021	76708	2424	DUNN LUMBER	14.55
06/30/2021	76709	2625	HALL, KAREN	572.20
06/30/2021	76710	2670	HOME DEPOT CREDIT	332.79
06/30/2021	76711	6208	NORTHSIDE MOBIL	30.00
06/30/2021	76712	3062	NORTHWIND PERENNIAL FARM	198.75
06/30/2021	76713	6213	PACK, WILLIAM	100.00
06/30/2021	76714	6212	RODRIGUEZ, XENIA	2,481.96
06/30/2021	76715	5326	STEPHANIE LYNN LAKE GENEVA LLC	5,332.00
06/30/2021	76716	4918	TIME WARNER CABLE	359.96
06/30/2021	76717	5091	WI DEPT OF ADMINISTRATION	600.00
Grand Totals:				923,117.62

Summary by General Ledger Account Number

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
11-00-00-12600	150.87	.00	150.87
11-00-00-21100	.00	18,016.78-	18,016.78-
11-00-00-21340	2,430.78	.00	2,430.78
11-00-00-44110	30.00	.00	30.00
11-10-00-51330	181.05	.00	181.05
11-12-00-24280	1,274.60	.00	1,274.60
11-12-00-52210	86.90	.00	86.90
11-15-10-53100	11.59	.00	11.59
11-15-10-53200	295.00	.00	295.00
11-15-10-53320	277.20	.00	277.20
11-15-10-53990	46.49	.00	46.49
11-16-10-52210	918.59	.00	918.59
11-16-10-52240	1,463.49	.00	1,463.49
11-16-10-53100	17.78	.00	17.78
11-21-00-51380	295.41	.00	295.41
11-21-00-52210	1,986.92	.00	1,986.92
11-21-00-53120	78.75	.00	78.75
11-21-00-53300	2,525.81	.00	2,525.81
11-21-00-53310	328.00	.00	328.00
11-21-00-53420	673.75	.00	673.75
11-21-00-53610	321.56	.00	321.56
11-21-00-53800	58.40	.00	58.40
11-21-00-53990	340.53	.00	340.53
11-21-00-54100	60.00	.00	60.00
11-21-00-55310	165.19	.00	165.19
11-22-00-52210	1,905.19	.00	1,905.19
11-22-00-52240	882.82	.00	882.82
11-22-00-53400	175.19	.00	175.19
11-22-00-53510	123.28	.00	123.28
11-22-00-54500	145.58	.00	145.58
11-24-00-52620	58.73	.00	58.73
11-29-00-52210	38.01	.00	38.01
11-32-10-52210	325.22	.00	325.22
11-32-10-52240	166.63	.00	166.63
11-51-10-52240	159.18	.00	159.18
11-52-01-52240	18.29	.00	18.29
40-00-00-21100	263.97	1,055.18-	791.21-
40-54-10-52210	95.04	.00	95.04
40-54-10-53100	118.99	.00	118.99
40-55-10-52210	107.46	.00	107.46
40-55-10-52240	105.05	.00	105.05
40-55-20-52210	31.88	.00	31.88
40-55-20-53500	68.82	.00	68.82
40-55-30-53000	527.94	263.97-	263.97
42-00-00-21100	.00	171.98-	171.98-
42-34-50-52210	171.98	.00	171.98
43-00-00-21100	.00	889,487.90-	889,487.90-
43-40-00-17010	100,722.45	.00	100,722.45
43-40-00-17012	477,337.83	.00	477,337.83
43-40-00-17014	311,427.62	.00	311,427.62
47-00-00-21100	.00	5,446.98-	5,446.98-
47-00-00-57210	2,666.00	.00	2,666.00

GL Account	Debit	Credit	Proof
47-00-00-57212	2,666.00	.00	2,666.00
47-70-00-57155	114.98	.00	114.98
48-00-00-21100	.00	231.63-	231.63-
48-00-00-52210	86.74	.00	86.74
48-00-00-52220	92.13	.00	92.13
48-00-00-52240	52.76	.00	52.76
61-00-00-21100	.00	7.39-	7.39-
61-00-00-53110	.75	.00	.75
61-00-00-92630	6.64	.00	6.64
62-00-00-21100	.00	31.76-	31.76-
62-00-00-92100	19.85	.00	19.85
62-00-00-92630	11.91	.00	11.91
99-00-00-21100	.00	8,931.99-	8,931.99-
99-00-00-52110	86.23	.00	86.23
99-00-00-52210	196.93	.00	196.93
99-00-00-52220	246.53	.00	246.53
99-00-00-53500	232.31	.00	232.31
99-00-00-53600	708.75	.00	708.75
99-00-00-53990	13.98	.00	13.98
99-00-00-54100	2,795.61	.00	2,795.61
99-00-00-54110	1,922.33	.00	1,922.33
99-00-00-54140	813.03	.00	813.03
99-00-00-54150	589.35	.00	589.35
99-00-00-55100	626.85	.00	626.85
99-00-00-55120	122.88	.00	122.88
99-00-00-55320	577.21	.00	577.21
Grand Totals:	923,645.56	923,645.56-	.00

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

GL Account	Debit	Credit	Proof
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Report Criteria:

Report type: Summary

[Report].Check Issue Date = 06/15/2021,06/18/2021,06/23/2021,06/25/2021,06/30/2021

Check.Type = {<>} "Adjustment"

Bank.Bank account = "043230"

City of Lake Geneva
Finance, License, & Regulation Committee
July 6, 2021

Accounts Payable

	<u>Fund #</u>	
1. General Fund	11	<u>\$ 105,785.12</u>
2. Debt Service	20	<u>\$ -</u>
3. Lakefront	40	<u>\$ 9,157.44</u>
4. Capital Projects	43	<u>\$ 43,292.70</u>
5. Parking	42	<u>\$ 17,783.36</u>
6. Cemetery	48/49	<u>\$ 220.00</u>
7. Equipment Replacement	50	<u>\$ 17,130.14</u>
8. Library Fund	99	<u>\$ -</u>
9. Impact Fees	45	<u>\$ 28,440.00</u>
10. Tourism Commission	47	<u>\$ 32,693.25</u>
11. Use of Building Funds-Library	98	<u>\$ -</u>
 Total All Funds		 <u><u>\$254,502.01</u></u>

CITY OF LAKE GENEVA

ACCOUNTS PAYABLE UNPAID ITEMS OVER \$5,000

FINANCE, LICENSE, & REGULATION COMMITTEE

7/6/2021

TOTAL UNPAID ACCOUNTS PAYABLE	\$	254,502.01
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ITEMS > \$5,000

Andres Medical Billing LTD.-EMS Billing-April & May	\$	7,030.83
Breezy Hill Nursery-Planting Maintenance-June & July	\$	5,135.86
Clifton Larson Allen LLP-2020 Audit-Interim Billing	\$	12,337.50
General Communications Inc.-FD radio equip, PD mobile command radios	\$	50,034.33
HW Plumbing and Mechanical LLC-Library Plumbing Upgrade	\$	9,033.00
Lake Geneva Jaycees-Tourism Grant Reimbursement	\$	10,000.00
Lake Geneva Utility-Water and Sewer Impact Fees	\$	28,440.00
United Public Safety Inc.-Annual Warranty-hand helds, auto owner lookups	\$	9,202.50
Vandewalle & Associates Inc.-Planning Services	\$	7,557.00
Walworth County Visitors Bureau Inc.-Tourism Entity payment 1 of 4	\$	22,693.25
Walworth County Public Works-Salt-March	\$	9,686.18
YMCA-July/August payment	\$	9,180.00

Balance of Other Items	\$	74,171.56
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Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

Invoice.Batch =

"07102021","07102021A","07102021B","P07102021","P07102021A","P07102021B","F07102021","F07102021A","F07102021B"

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
4IMPRINT INC				
8971016	05/24/2021	FLASH DRIVES-TRAINING	11-22-00-53100 OFFICE SUPPLIES	237.59
Total 4IMPRINT INC:				237.59
ADAMS ELECTRIC INC				
11802	06/21/2021	GENERATOR SERVICE	11-22-00-53600 FIREHOUSE MAINT SERVICE COSTS	749.00
Total ADAMS ELECTRIC INC:				749.00
AMERICAN TEST CENTER				
2211262	06/02/2021	ANNUAL LADDER INSPECTION	11-22-00-58200 STATE MANDATED EQUIP TESTING	760.00
Total AMERICAN TEST CENTER:				760.00
AMY'S SHIPPING EMPORIUM				
52008	05/10/2021	UPS-205 TOUGH BOOKS	11-21-00-53120 PD POSTAGE	181.14
52568	05/27/2021	UPS-GENERAL COMMUNICATI	11-22-00-53120 POSTAGE EXPENSE	14.33
52597	05/28/2021	UPS-GREAT LAKES FIRE PRO	11-22-00-53120 POSTAGE EXPENSE	13.71
Total AMY'S SHIPPING EMPORIUM:				209.18
ANDRES MEDICAL BILLING LTD				
251767	05/18/2021	EMS BILLING-APR	11-22-00-52140 OUTSIDE BILLING SERVICES	3,730.54
252018	06/15/2021	EMS BILLING-MAY	11-22-00-52140 OUTSIDE BILLING SERVICES	3,300.29
Total ANDRES MEDICAL BILLING LTD:				7,030.83
ARNOLD, CATHY				
REFD 6/4/21	06/04/2021	ARNOLD-SEC DEP 6/4/21	40-55-10-23530 SECURITY DEPOSITS-UPPER RIV	1,000.00
REFD 6/4/21	06/04/2021	ARNOLD-SEC GRD,SETUP 6/4/2	40-55-10-46740 UPPER RIVIERA REVENUE	364.00-
Total ARNOLD, CATHY:				636.00
AURORA HEALTH CARE				
1614995	06/18/2021	BLOOD DRAWS	11-21-00-53800 PD SPECIAL INVESTIGATIONS	75.00
887	06/15/2021	EMP CLINIC-MAY	11-10-20-51320 HEALTH AND DENTAL ADMIN CHGS	2,700.00
Total AURORA HEALTH CARE:				2,775.00
BATTERIES PLUS LLC				
P41006605	06/23/2021	BATTERIES	11-21-00-53990 PD MISCELLANEOUS EXP	68.40
Total BATTERIES PLUS LLC:				68.40
BATZNER PEST CONTROL				
3150486	06/17/2021	PEST CONTROL-JUN	40-55-20-53600 RIV MAINTENANCE SERVICE COSTS	130.00

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total BATZNER PEST CONTROL:				130.00
BELLE CITY FIRE & SAFETY				
9356726	05/06/2021	EXTINGUISHER TESTING	11-22-00-58200 STATE MANDATED EQUIP TESTING	384.20
Total BELLE CITY FIRE & SAFETY:				384.20
BENN, PAUL M				
6/1/2021	06/01/2021	INSTR PAY-FLASHOVER TRAINI	11-22-00-54100 FIRE TRAINING PAY	200.00
Total BENN, PAUL M:				200.00
BIGELOW REFRIGERATION				
66749	06/09/2021	ICE MACHINE REPAIR	11-32-10-53990 ST DEPT MISCELLANEOUS EXP	118.00
66754	06/10/2021	ICE MACHINE REPAIR	11-32-10-53990 ST DEPT MISCELLANEOUS EXP	577.60
Total BIGELOW REFRIGERATION:				695.60
BOLD TECHNOLOGIES				
25287	01/01/2021	ALARM MONITOR SUPPORT-20	11-15-10-54500 COMPUTER IT SVC & EQUIPMENT	1,531.53
Total BOLD TECHNOLOGIES:				1,531.53
BOUND TREE MEDICAL LLC				
84074719	05/27/2021	EMS SUPPLIES	11-22-00-58100 EMS EQUIPMENT/SUPPLIES	180.30
84083121	06/04/2021	EMS MED SUPPLIES	11-22-00-58100 EMS EQUIPMENT/SUPPLIES	46.08
84083122	06/04/2021	EMS MED SUPPLIES	11-22-00-58100 EMS EQUIPMENT/SUPPLIES	12.38
84088956	06/09/2021	EMS MED SUPPLIES	11-22-00-58100 EMS EQUIPMENT/SUPPLIES	344.90
Total BOUND TREE MEDICAL LLC:				583.66
BREEZY HILL NURSERY				
I-247878	06/25/2021	PLANTING MAINT-JUN/JUL	42-34-50-52200 PARKING LOT PLANTING/MAINT	4,905.86
I-247879	06/25/2021	POND MAINT-JUN	42-34-50-52200 PARKING LOT PLANTING/MAINT	230.00
Total BREEZY HILL NURSERY:				5,135.86
BUMPER TO BUMPER AUTO PARTS				
662-442312	06/15/2021	CHISEL	11-32-10-53400 OPERATING SUPPLIES-STREET DEPT	10.99
662-442577	06/21/2021	AIR BRAKE CHAMBERS-#33	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	54.62
662-442675	06/22/2021	TRAILER ADAPTOR	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	20.68
Total BUMPER TO BUMPER AUTO PARTS:				86.29
CDW GOVERNMENT INC				
F611071	06/15/2021	MAIL SERVER UPGRADE	11-15-10-54500 COMPUTER IT SVC & EQUIPMENT	998.20
F955296	06/22/2021	SECURITY SYSTEM-IMPOUND	11-21-00-58100 EQUIPMENT OUTLAY	978.49
Total CDW GOVERNMENT INC:				1,976.69
CLARKE MOSQUITO CONTROL PROD				
5096004	06/10/2021	FLUSHING SOLVENT	11-32-10-53420 MOSQUITO CONTROL	252.70
Total CLARKE MOSQUITO CONTROL PROD:				252.70

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
CLIA LABORATORY PROGRAM				
52D0991096 2	05/18/2021	CERT FEE 2021-2023	11-22-00-58100 EMS EQUIPMENT/SUPPLIES	180.00
Total CLIA LABORATORY PROGRAM:				180.00
CLIFTON LARSON ALLEN LLP				
2909869	06/08/2021	2020 AUDIT-INTERIM BILLING	11-15-10-52130 INDEPENDENT AUDIT FEES	11,550.00
2909869	06/08/2021	2020 AUDIT-INTERIM BILLING	11-00-00-13910 A/R BILL OUTS	787.50
Total CLIFTON LARSON ALLEN LLP:				12,337.50
COMPLETE OFFICE OF WISCONSIN				
110764	06/23/2021	SCISSORS	11-21-00-53100 PD OFFICE SUPPLIES	11.66
Total COMPLETE OFFICE OF WISCONSIN:				11.66
COMPRESSOR SERVICES				
F-20031843	05/13/2021	ST 1 AIR COMP ANNUAL SVC	11-22-00-53600 FIREHOUSE MAINT SERVICE COSTS	336.47
F-20031844	05/18/1951	ST 2 AIR COMP ANNUAL SVC	11-22-00-53600 FIREHOUSE MAINT SERVICE COSTS	336.47
F-20032114	06/22/2021	COMPRESSOR SERVICE	11-22-00-53600 FIREHOUSE MAINT SERVICE COSTS	272.50
Total COMPRESSOR SERVICES:				945.44
CONWAY SHIELD				
0475147	05/20/2021	SCBA COMPRESSOR MAINT-20	11-22-00-58200 STATE MANDATED EQUIP TESTING	150.00
Total CONWAY SHIELD:				150.00
COPIES & PRINTS PLUS LLC				
329269	06/11/2021	MEM BOOK-GS LRN TO SOAR	11-70-00-57800 AVIAN COMMITTEE EXPENSES	5.85
329343	06/18/2021	RIV GALA FLYERS	40-55-30-53000 TOURISM GRANT FUNDS EXP	22.00
Total COPIES & PRINTS PLUS LLC:				27.85
DINGES FIRE COMPANY				
19750	05/27/2021	FIRE GLOVES	50-22-00-58000 FIRE EQUIPMENT PURCHASES	849.50
19771	05/27/2021	BLOCKING HOOD	11-22-00-52400 EQUIPMENT REPAIRS-FIRE DEPT	518.35
20411	06/25/2021	DOOR HOLDER,PLUNGER	11-22-00-52400 EQUIPMENT REPAIRS-FIRE DEPT	103.65
Total DINGES FIRE COMPANY:				1,471.50
DUNN LUMBER				
743174	05/12/2021	CORD PRO	11-22-00-53500 BLDG MAINT SUPPLIES-FIREHOUSE	29.99
748539	05/18/2021	BROOM,NUTS,BOLTS	40-55-20-53500 BLDG MAINT SUPPLIES-LOWER RIV	46.06
768915	06/07/2021	PARTS-RADAR GUN/SPD TRAIL	11-21-00-53420 PD SPECIAL EQUIPMENT	6.58
772413	06/10/2021	GLUE FOR BOLLARDS	11-32-10-53400 OPERATING SUPPLIES-STREET DEPT	37.16
773885	06/11/2021	LYSOL,POLY	11-22-00-53500 BLDG MAINT SUPPLIES-FIREHOUSE	24.46
777143	06/15/2021	WATER TANKS	11-32-13-54300 TREE & BRUSH OPER SUPPLIES	170.06
777730	06/15/2021	SCREW EYE	40-55-20-53500 BLDG MAINT SUPPLIES-LOWER RIV	9.96
778520	06/16/2021	PAINT-RAILINGS	11-52-00-53500 BLDG MAINT SUPPLIES-PARKS	27.07
779086	06/16/2021	ST LT REPAIR-DOWNTOWN	11-34-10-52610 STREET LIGHTS REPAIRS	39.24
783320	06/20/2021	INSECT KILLER	11-22-00-53500 BLDG MAINT SUPPLIES-FIREHOUSE	48.77
785653	06/22/2021	CONCRETE REPAIR-EDWARDS	11-32-10-53750 STREET CRACK FILLING	7.98
788198	06/24/2021	SAW HOLDER-BUCKET TRK	11-32-13-54200 TREE & BRUSH-REPAIR	31.98
789731	06/25/2021	NUTS,BOLTS	11-22-00-53510 EQUIP MAINT SUPPLIES-FIRE DEPT	8.79
791169	06/28/2021	DRILL BIT-CART REPAIRS	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	15.12
791953	06/28/2021	SCREWS-SIGN REPAIR	11-52-00-53520 GROUNDS MAINT SUPPLIES	8.99

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total DUNN LUMBER:				512.21
EAGLE MEDIA INC				
00132528	06/15/2021	INITIAL ISSUE-DUCHEMIN	11-21-00-51390 PART TIME UNIFORM EXPENSE	174.00
00132528	06/15/2021	PROMO BADGE-TIETZ	11-21-00-51390 PART TIME UNIFORM EXPENSE	212.75
00132593	06/24/2021	BADGE-WAY	11-21-00-51380 PD UNIFORM ALLOWANCE	108.00
Total EAGLE MEDIA INC:				494.75
ELKHORN CHEMICAL CO INC				
634086	06/10/2021	WOMENS DISPENSER BAGS	40-55-20-53500 BLDG MAINT SUPPLIES-LOWER RIV	41.96
634235	06/15/2021	SOAP DISPENSER	40-55-20-53500 BLDG MAINT SUPPLIES-LOWER RIV	288.00
Total ELKHORN CHEMICAL CO INC:				329.96
ELKHORN NAPA AUTO PARTS				
232433	06/09/2021	CHARGE HOSE-#35	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	59.74
233739	06/22/2021	HUN UNIT BEARING-#50	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	152.50
233740	06/22/2021	CALIPER BUSHING KIT-#50	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	6.15
Total ELKHORN NAPA AUTO PARTS:				218.39
FAIRWYN SB INC				
1720 STONE R	06/23/2021	1720 STONE RIDGE CT	11-00-00-23540 DEVELOPER DEPOSITS	3,500.00
Total FAIRWYN SB INC:				3,500.00
FASTENAL COMPANY				
WIELK165158	06/17/2021	NUTS,BOLTS-SHOP SUPPLIES	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	49.39
WIELK165167	06/17/2021	NUTS,BOLTS-SHOP SUPPLIES	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	49.98
Total FASTENAL COMPANY:				99.37
FLITCROFT, ZACH				
REFD 6/5/21	06/05/2021	FLITCROFT-SEC DEP 6/5/21	40-55-10-23530 SECURITY DEPOSITS-UPPER RIV	1,000.00
REFD 6/5/21	06/05/2021	FLITCROFT-SEC GRD,SETUP 6/	40-55-10-46740 UPPER RIVIERA REVENUE	364.00-
Total FLITCROFT, ZACH:				636.00
FLOWER, JIM				
REIMB-6/11/21	06/11/2021	REIMB-CERT RENEWAL	11-24-00-53200 MEMBERSHIP DUES & FEES	122.40
REIMB-6/11/21	06/11/2021	424 MILES MAY-C/E	11-24-00-53300 BLDG INSPECTOR TRAVEL-MILEAGE	237.44
REIMB-6/11/21	06/11/2021	123 MILES APR-C/E	11-24-00-53300 BLDG INSPECTOR TRAVEL-MILEAGE	68.88
REIMB-6/11/21	06/11/2021	686 MILES MAR-C/E	11-24-00-53300 BLDG INSPECTOR TRAVEL-MILEAGE	384.16
Total FLOWER, JIM:				812.88
FORD OF LAKE GENEVA				
76142	06/01/2021	OIL CHANGE-#202	11-21-00-53610 PD EQUIP MAINT SERV COSTS	33.65
76318	06/17/2021	OIL CHANGE-#209	11-21-00-53610 PD EQUIP MAINT SERV COSTS	32.79
76321	06/17/2021	OIL CHANGE-#222	11-21-00-53610 PD EQUIP MAINT SERV COSTS	33.65
Total FORD OF LAKE GENEVA:				100.09
GAGE MARINE CORP				
194427	06/17/2021	BUOY/STALL REPAIRS	40-52-10-52640 BUOYS & BOAT STALLS-REPAIRS	827.88

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
194429	06/17/2021	BUOY/STALL REPAIRS	40-52-10-52640 BUOYS & BOAT STALLS-REPAIRS	296.00
194550	06/19/2021	BUOY,SLIP,LAGOON REPAIRS	40-52-10-52640 BUOYS & BOAT STALLS-REPAIRS	148.00
194666	06/23/2021	WEST END PIER REPAIR	40-52-10-52640 BUOYS & BOAT STALLS-REPAIRS	300.00
Total GAGE MARINE CORP:				1,571.88
GALLS LLC				
018350949	05/12/2021	UNIFORM-GREETHAM	11-21-00-51380 PD UNIFORM ALLOWANCE	62.40
018360433	05/13/2021	UNIFORM-GREETHAM	11-21-00-51380 PD UNIFORM ALLOWANCE	61.99
Total GALLS LLC:				124.39
GATEWAY TECHNICAL COLLEGE				
26348	06/24/2021	FD SCHOOL-HARTLAUB	11-22-00-53320 FIRE DEPT CONFERENCES/SCHOOLS	131.95
Total GATEWAY TECHNICAL COLLEGE:				131.95
GENERAL COMMUNICATIONS, INC.				
293501	04/28/2021	BATTERY REPLACE,FUSE-CAR	11-22-00-52620 FD-COMMUNICATION SYS MAINT FEE	529.99
293703	05/03/2021	RADIO EQUIP	50-22-00-58000 FIRE EQUIPMENT PURCHASES	15,959.64
294480	06/02/2021	MOBILE COMMAND RADIOS	43-21-00-17010 PD CAPITAL PROJECTS	33,544.70
Total GENERAL COMMUNICATIONS, INC.:				50,034.33
GENERAL FIRE EQUIPMENT CO				
144169	10/01/2020	NEW SQUADS-SIRENS	50-21-00-58000 POLICE EQUIPMENT PURCHASES	321.00
Total GENERAL FIRE EQUIPMENT CO:				321.00
GENEVA PAINT STORE				
00086436	04/23/2021	CAULK-HOST SHED	11-21-00-53420 PD SPECIAL EQUIPMENT	9.18
Total GENEVA PAINT STORE:				9.18
GFL ENVIRONMENTAL INC.				
V20000012392	06/15/2021	ST SWEEPINGS DISPOSAL	11-36-00-52960 SOLID WASTE-STREET DEPT	3,922.69
Total GFL ENVIRONMENTAL INC.:				3,922.69
GIRAFFE ELECTRIC II INC				
21199	06/11/2021	RIV OFFICE LIGHTING	40-55-30-53000 TOURISM GRANT FUNDS EXP	1,982.00
Total GIRAFFE ELECTRIC II INC:				1,982.00
GRAY, MIKE				
REIMB 6/18/21	06/28/2021	GRAY SEC DEP-6/18/21	40-55-10-23530 SECURITY DEPOSITS-UPPER RIV	1,000.00
REIMB 6/18/21	06/28/2021	GRAY SEC GRD,SETUP-6/18/21	40-55-10-46740 UPPER RIVIERA REVENUE	350.38-
Total GRAY, MIKE:				649.62
GREGORNIK, JULIE				
REFD 6/13/202	06/21/2021	GREGORNIK-SEC DEP 6/13/21	40-55-10-23530 SECURITY DEPOSITS-UPPER RIV	1,000.00
REFD 6/13/202	06/21/2021	GREGORNIK-SEC GRD S/U 6/13	40-55-10-46740 UPPER RIVIERA REVENUE	284.00-
Total GREGORNIK, JULIE:				716.00

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
HENRY SCHEIN INC				
93550037	05/10/2021	EMS SUPPLIES	11-22-00-58100 EMS EQUIPMENT/SUPPLIES	311.91
93635905	05/12/2021	EMS SUPPLIES	11-22-00-58100 EMS EQUIPMENT/SUPPLIES	44.24
93697758	05/14/2021	EMS SUPPLIES	11-22-00-58100 EMS EQUIPMENT/SUPPLIES	60.15
94256846	05/27/2021	EMS SUPPLIES	11-22-00-58100 EMS EQUIPMENT/SUPPLIES	16.61
94528687	06/04/2021	EMS SUPPLIES	11-22-00-58100 EMS EQUIPMENT/SUPPLIES	9.74
94596385	06/07/2021	EMS SUPPLIES	11-22-00-58100 EMS EQUIPMENT/SUPPLIES	101.46
94868532	06/11/2021	EMS SUPPLIES	11-22-00-58100 EMS EQUIPMENT/SUPPLIES	47.80
95222637	06/21/2021	EMS SUPPLIES	11-22-00-58100 EMS EQUIPMENT/SUPPLIES	32.73
Total HENRY SCHEIN INC:				624.64
HW PLUMBING AND MECHANICAL LLC				
3244	06/24/2021	LIBRARY PLUMBING UPGRADE	43-52-00-53000 PARKS AND REC CAPITAL PROJECTS	9,033.00
Total HW PLUMBING AND MECHANICAL LLC:				9,033.00
INITIAL DESIGNS				
8843	06/08/2021	UNIFORMS-APR/MAY	11-22-00-51380 FIRE DEPT UNIFORMS	700.22
8844	06/16/2021	UNIFORMS-RED SHIRT FRIDAY	11-22-00-51380 FIRE DEPT UNIFORMS	771.54
Total INITIAL DESIGNS:				1,471.76
ITU ABSORB TECH INC				
7720231	06/25/2021	FLOOR,MATS,TOWELS	11-32-10-53600 ST DEPT BLDG MAINT SERV COSTS	89.66
7720232	06/25/2021	MATS	11-16-10-53600 CITY HALL MAINT SERVICE COSTS	125.97
Total ITU ABSORB TECH INC:				215.63
JAMES IMAGING SYSTEMS INC				
1082688	06/21/2021	TOSH ES3555C-JUN	11-21-00-55310 COPY MACHINE & SHREDDING SVC	375.41
1082689	06/21/2021	TOSH ES357-JUN	11-21-00-55310 COPY MACHINE & SHREDDING SVC	36.26
Total JAMES IMAGING SYSTEMS INC:				411.67
JERRY WILLKOMM INC				
279676	06/04/2021	1500.0 GALS GAS	11-32-10-53410 VEHICLE-FUEL & OIL	4,213.50
Total JERRY WILLKOMM INC:				4,213.50
JFTCO INC				
PIMK0116759	06/11/2021	PIN-BACKHOE	11-32-10-52500 ST DEPT EQUIPMENT REPAIRS	27.27
Total JFTCO INC:				27.27
JOHNSON CONTROLS				
22290981	05/26/2021	ANNUAL ALARM INSPECTIONS	11-51-10-52400 MUSEUM-MAINTENANCE & REPAIRS	1,345.05
Total JOHNSON CONTROLS:				1,345.05
KIESLER'S POLICE SUPPLY INC				
SI101604	04/02/2021	NEW GUNS-DEPT GUNS	11-21-00-54100 PD TRAINING EXPENSES	1,961.70
Total KIESLER'S POLICE SUPPLY INC:				1,961.70
LAKE GENEVA JAYCEES				
TOURISM GR	06/21/2021	TOURISM GRANT-REIMB	47-70-00-57150 PROMOTIONAL GRANT	10,000.00

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total LAKE GENEVA JAYCEES:				10,000.00
LAKE GENEVA UTILITY				
1720 STONE R	06/15/2021	1720 STONE RIDGE CT	45-00-00-24520 WATER IMPACT FEES	1,690.00
1720 STONE R	06/15/2021	1720 STONE RIDGE CT	45-00-00-24530 SEWER IMPACT FEES	1,865.00
310 BOWING	04/14/2021	310 BOWING WAY	45-00-00-24520 WATER IMPACT FEES	1,690.00
310 BOWING	04/14/2021	310 BOWING WAY	45-00-00-24530 SEWER IMPACT FEES	1,865.00
312 BOWING	05/15/2021	312 BOWING WAY	45-00-00-24520 WATER IMPACT FEES	1,690.00
312 BOWING	05/15/2021	312 BOWING WAY	45-00-00-24530 SEWER IMPACT FEES	1,865.00
319 BOWING	05/15/2021	319 BOWING WAY	45-00-00-24520 WATER IMPACT FEES	1,690.00
319 BOWING	05/15/2021	319 BOWING WAY	45-00-00-24530 SEWER IMPACT FEES	1,865.00
328 BOWING	06/01/2021	328 BOWING WAY	45-00-00-24520 WATER IMPACT FEES	1,690.00
328 BOWING	06/01/2021	328 BOWING WAY	45-00-00-24530 SEWER IMPACT FEES	1,865.00
334 BOWING	05/05/2021	334 BOWING WAY	45-00-00-24520 WATER IMPACT FEES	1,690.00
334 BOWING	05/05/2021	334 BOWING WAY	45-00-00-24530 SEWER IMPACT FEES	1,865.00
338 BOWING	05/24/2021	338 BOWING WAY	45-00-00-24520 WATER IMPACT FEES	1,690.00
338 BOWING	05/24/2021	338 BOWING WAY	45-00-00-24530 SEWER IMPACT FEES	1,865.00
344 BOWING	04/12/2021	344 BOWING WAY	45-00-00-24520 WATER IMPACT FEES	1,690.00
344 BOWING	04/12/2021	344 BOWING WAY	45-00-00-24530 SEWER IMPACT FEES	1,865.00
Total LAKE GENEVA UTILITY:				28,440.00
MACQUEEN EQUIPMENT				
P19993	06/22/2021	SWEeper PARTS	11-32-10-52500 ST DEPT EQUIPMENT REPAIRS	135.47
Total MACQUEEN EQUIPMENT:				135.47
MARED MECHANICAL				
122983	04/30/2021	SERVICE MAINT	11-22-00-53600 FIREHOUSE MAINT SERVICE COSTS	892.50
123914	06/16/2021	AC REPAIR-MUSEUM	11-51-10-52400 MUSEUM-MAINTENANCE & REPAIRS	517.14
Total MARED MECHANICAL:				1,409.64
MARIO TROMBETTA				
23202-1	04/30/2021	REPAIR-#203-20	11-10-00-52450 EXPENSES SUBJECT TO INS CLAIM	570.00
Total MARIO TROMBETTA:				570.00
MARTIN GROUP				
1276099	06/21/2021	KONICA 20-JUL	11-21-00-55310 COPY MACHINE & SHREDDING SVC	20.09
Total MARTIN GROUP:				20.09
MERCY HEALTH SYSTEM				
400010070-6/9	06/09/2021	BLOOD DRAWS	11-21-00-53800 PD SPECIAL INVESTIGATIONS	33.00
Total MERCY HEALTH SYSTEM:				33.00
MIDSTATE EQUIPMENT				
V44755	06/15/2021	BLADES	11-52-00-52500 EQUIPMENT REPAIR SERVICES	66.72
Total MIDSTATE EQUIPMENT:				66.72
MIDWEST DOOR COMPANY				
3746	06/28/2021	GARAGE DOOR REPAIR-1065	11-32-10-53600 ST DEPT BLDG MAINT SERV COSTS	108.00

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total MIDWEST DOOR COMPANY:				108.00
MIDWEST INDUSTRIES				
291003	06/16/2021	GUN CLEANING SUPPLIES	11-21-00-54100 PD TRAINING EXPENSES	65.73
Total MIDWEST INDUSTRIES:				65.73
MILLENIUM				
21-29233-1	03/15/2021	ANCHORS-LIFEGUARD TOWER	40-54-10-53620 BEACH MAINTENANCE SERVICE COS	111.00
21-35670-1	06/15/2021	ST LT REPAIR-DOWNTOWN	11-34-10-52610 STREET LIGHTS REPAIRS	426.20
Total MILLENIUM:				537.20
MILLER BRADFORD & RISBERG INC				
W08907	06/11/2021	BLOWN CHRG HOSE-CASE LO	11-32-10-52500 ST DEPT EQUIPMENT REPAIRS	1,100.65
Total MILLER BRADFORD & RISBERG INC:				1,100.65
MINUTEMAN PRESS				
46105	06/07/2021	POLICE TOW TAGS	11-21-00-53100 PD OFFICE SUPPLIES	131.17
46181	06/15/2021	CASH RECEIPT BOOKS	11-21-00-53100 PD OFFICE SUPPLIES	303.67
Total MINUTEMAN PRESS:				434.84
MOCZALLA, COLETTE				
REFD 6/22/21	06/22/2021	REFD-OPS LIC/OUTSIDE CITY	11-00-00-44110 OPERATOR LICENSES	50.00
Total MOCZALLA, COLETTE:				50.00
MSA PROFESSIONAL SERVICES INC				
R07815006.0-3	06/04/2021	SYMPHONY BAY-PH 4 REVIEW	11-00-00-13910 A/R BILL OUTS	839.50
Total MSA PROFESSIONAL SERVICES INC:				839.50
NOVUS GLASS MADISON				
GLS0021030	06/09/2021	WINDSHIELD REPLACE-#204	11-21-00-53610 PD EQUIP MAINT SERV COSTS	85.00
Total NOVUS GLASS MADISON:				85.00
OFFICE DEPOT				
177242478001	06/11/2021	STAPLES	11-16-10-53100 CITY HALL OFFICE SUPPLIES	3.44
177242478001	06/11/2021	ADDRESS LABELS	11-24-00-53100 BLDG INSPECTOR OFFICE SUPPLIES	21.78
177684948001	06/25/2021	RUBBERBANDS	11-16-10-53100 CITY HALL OFFICE SUPPLIES	3.37
Total OFFICE DEPOT:				28.59
OFFICE PRO INC				
0417765-002	06/11/2021	TRASH BAGS	11-52-00-53520 GROUNDS MAINT SUPPLIES	4,780.36
Total OFFICE PRO INC:				4,780.36
PATS SERVICES INC				
A-215839	06/11/2021	PORT A POTTY SVC-MAY	48-00-00-52260 CEM WATER/SEWER EXP	220.00
Total PATS SERVICES INC:				220.00

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
PETE'S TIRE ELKHORN LLC				
06/22/2021	06/22/2021	OIL CHANGE,TIRES	11-22-00-52400 EQUIPMENT REPAIRS-FIRE DEPT	1,124.00
06/29/2021	06/29/2021	TIRES-AMB #2	11-22-00-52400 EQUIPMENT REPAIRS-FIRE DEPT	979.00
Total PETE'S TIRE ELKHORN LLC:				2,103.00
PFI FASHIONS INC				
8517	06/08/2021	BEACH UNIFORMS	40-54-10-53990 BEACH MISCELLANEOUS	339.80
8518	06/08/2021	BOAT LAUNCH UNIFORMS	40-52-11-53990 LAUNCH RAMP MISCELLANEOUS	130.80
Total PFI FASHIONS INC:				470.60
POMP'S TIRE SERVICE INC				
60244343	06/14/2021	TIRE REPAIR-#35	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	415.44
Total POMP'S TIRE SERVICE INC:				415.44
QUILL CORPORATION				
17145247	06/02/2021	OFFICE SUPPLIES	11-21-00-53100 PD OFFICE SUPPLIES	369.77
Total QUILL CORPORATION:				369.77
RAY O'HERRON CO INC				
2120778-IN	06/11/2021	AMMO	11-21-00-54100 PD TRAINING EXPENSES	379.00
2123580-IN	06/23/2021	AMMO	11-21-00-54100 PD TRAINING EXPENSES	513.48
Total RAY O'HERRON CO INC:				892.48
RELIANT FIRE APPARATUS INC				
CI003216	06/04/2021	CONNECTOR,DEUTSCH PLUG	11-22-00-53510 EQUIP MAINT SUPPLIES-FIRE DEPT	26.58
Total RELIANT FIRE APPARATUS INC:				26.58
ROTE OIL COMPANY				
2116500007	06/14/2021	450.32 GALS CLEAR DIESEL	11-32-10-53410 VEHICLE-FUEL & OIL	1,219.93
2116600006	06/15/2021	507.3 GALS CLEAR DIESEL	11-32-10-53410 VEHICLE-FUEL & OIL	1,374.29
2116600007	06/15/2021	236.9 GALS DYED DIESEL	11-32-10-53410 VEHICLE-FUEL & OIL	568.33
Total ROTE OIL COMPANY:				3,162.55
SHERWIN-WILLIAMS COMPANY				
7779-5	06/17/2021	PAINT-PARK RAILINGS	11-52-00-53500 BLDG MAINT SUPPLIES-PARKS	111.26
Total SHERWIN-WILLIAMS COMPANY:				111.26
SHIPMAN, JOSHUA				
06/01/2021	06/01/2021	INSTR PAY-FLASHOVER TRAINI	11-22-00-54100 FIRE TRAINING PAY	200.00
Total SHIPMAN, JOSHUA:				200.00
SHIPMAN, TIMOTHY				
06/01/2021	06/01/2021	INSTR PAY-FLASHOVER TRAINI	11-22-00-54100 FIRE TRAINING PAY	200.00
Total SHIPMAN, TIMOTHY:				200.00
SHRED-IT				
8182277284	06/22/2021	SHREDDING SVC-JUN	11-16-10-53600 CITY HALL MAINT SERVICE COSTS	44.68

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total SHRED-IT:				44.68
SIGNATURE SIGNS LLC				
5684-2	06/26/2021	LETTERING REPAIR-#204	11-10-00-52450 EXPENSES SUBJECT TO INS CLAIM	110.00
Total SIGNATURE SIGNS LLC:				110.00
SIREN SERVICES				
100	04/16/2021	ELECTRICAL REPAIR-SQ #1	11-22-00-52400 EQUIPMENT REPAIRS-FIRE DEPT	752.98
167	05/11/2021	PM PROGRAM-TOWER #1	11-22-00-58200 STATE MANDATED EQUIP TESTING	833.52
169	05/20/2021	PM PROGRAM-TOWER ENG #2	11-22-00-58200 STATE MANDATED EQUIP TESTING	721.64
174	05/22/2021	REPAIR-TOWER #1	11-22-00-52400 EQUIPMENT REPAIRS-FIRE DEPT	262.05
99	04/16/2021	TOWER REPAIRS	11-22-00-52400 EQUIPMENT REPAIRS-FIRE DEPT	183.90
Total SIREN SERVICES:				2,754.09
SOMAR TEK LLC/SOMAR ENTERPRISE				
102322	06/09/2021	AMMO	11-21-00-54100 PD TRAINING EXPENSES	599.00
102323	06/09/2021	UNIFORM-GRITZNER	11-21-00-51380 PD UNIFORM ALLOWANCE	70.88
102326	06/10/2021	AMMO	11-21-00-54100 PD TRAINING EXPENSES	1,198.00
Total SOMAR TEK LLC/SOMAR ENTERPRISE:				1,867.88
SOUTHERN WI & NORTHERN IL				
5993	07/09/2021	MEMBERSHIP FEES-2021	11-22-00-53200 MEMBERSHIP DUES & FEES	30.00
Total SOUTHERN WI & NORTHERN IL:				30.00
ST FRANCIS DE SALES				
45-001761	06/28/2021	GRANT-BUS TRANS 4 SEASON	11-70-00-57800 AVIAN COMMITTEE EXPENSES	58.44
Total ST FRANCIS DE SALES:				58.44
STRYKER SALES CORPORATION				
3419108M	06/08/2021	BATTERIES	11-22-00-58100 EMS EQUIPMENT/SUPPLIES	431.86
Total STRYKER SALES CORPORATION:				431.86
SWWBIA				
DUES 2021	06/23/2021	2021 DUES-WALLING/FLOWER	11-24-00-53200 MEMBERSHIP DUES & FEES	50.00
Total SWWBIA:				50.00
SYSTEMS DESIGN				
20467	06/10/2021	SPRINKLER SYSTEM REPAIR	11-52-00-52410 BLDG MAINT&REPAIR-PARKS	471.46
20478	06/10/2021	SPRINKLER SYSTEM REPAIR	40-55-20-53600 RIV MAINTENANCE SERVICE COSTS	545.62
Total SYSTEMS DESIGN:				1,017.08
TOM DEBAERE				
REIMB 6/21/21	06/21/2021	REIMB-TIDE SOAP	11-16-10-53500 CITY HALL BLDG MAINT SUPPLIES	5.26
Total TOM DEBAERE:				5.26
TOP PACK DEFENSE LLC				
6262	05/28/2021	UNIFORM-SPRINGHORN	11-21-00-51380 PD UNIFORM ALLOWANCE	189.97

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
6376	06/16/2021	UNIFORM-HANSON	11-21-00-51380 PD UNIFORM ALLOWANCE	106.97
Total TOP PACK DEFENSE LLC:				296.94
TOTAL PARKING SOLUTIONS INC				
105332	06/11/2021	CMS MONITORING-JUL	42-34-50-54500 SUPPORT CONTRACTS	3,445.00
TOTAL PARKING SOLUTIONS INC:				3,445.00
TOUSEY, BETH				
REIMB 6/19/21	06/28/2021	TOUSEY SEC DEP-6/19/21	40-55-10-23530 SECURITY DEPOSITS-UPPER RIV	1,000.00
REIMB 6/19/21	06/28/2021	TOUSEY SEC GRD,SETUP-6/19/	40-55-10-46740 UPPER RIVIERA REVENUE	324.00-
Total TOUSEY, BETH:				676.00
UNIFORM SHOP, THE				
310551	05/14/2021	INITIAL ISSUE-REBHORN	11-21-00-51390 PART TIME UNIFORM EXPENSE	12.95
311001	05/31/2021	UNIFORM-GRITZNER	11-21-00-51380 PD UNIFORM ALLOWANCE	55.95
311040	05/31/2021	UNIFORM-RASMUSSEN	11-21-00-51380 PD UNIFORM ALLOWANCE	309.95
311041	05/31/2021	UNIFORM-TIETZ	11-21-00-51380 PD UNIFORM ALLOWANCE	133.90
Total UNIFORM SHOP, THE:				512.75
UNITED HEALTHCARE				
EMSREFUND	06/15/2021	BILLING ERROR-VICTORIA CAR	11-22-00-46240 FIRE/EMS BILLING REVENUE	404.58
Total UNITED HEALTHCARE:				404.58
UNITED LABORATORIES				
INV320159	06/09/2021	SOAP DISPENSER	40-55-20-53500 BLDG MAINT SUPPLIES-LOWER RIV	25.74
Total UNITED LABORATORIES:				25.74
UNITED PUBLIC SAFETY INC				
UPS00046439	11/30/2020	AUTO OWNER LOOKUPS-NOV	42-34-50-54500 SUPPORT CONTRACTS	472.50
UPS00046634	02/01/2021	ANNUAL WARR-HANDHELDS 20	42-34-50-54500 SUPPORT CONTRACTS	8,730.00
Total UNITED PUBLIC SAFETY INC:				9,202.50
VANDEWALLE & ASSOCIATES INC				
202105053	05/20/2021	TAP GRANT	43-52-00-53100 TAP GRANT CAPITAL PROJECTS	715.00
202105053	05/20/2021	COST RECOVERY	11-00-00-13910 A/R BILL OUTS	6,103.00
202105053	05/20/2021	CITY PLANNING SERVICES	11-69-30-52120 OUTSIDE PROFESSIONAL PLANNING	36.00
202105053	05/20/2021	CITY ZONING	11-69-30-52180 ZONING CODES	703.00
Total VANDEWALLE & ASSOCIATES INC:				7,557.00
VILLAGE OF GENOA CITY				
399	06/20/2021	BEACH TESTING-MAY	40-54-10-53620 BEACH MAINTENANCE SERVICE COS	225.00
Total VILLAGE OF GENOA CITY:				225.00
VILLAGE OF WALWORTH				
114	06/04/2021	AUTO PULSE	11-22-00-58100 EMS EQUIPMENT/SUPPLIES	499.00
Total VILLAGE OF WALWORTH:				499.00

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
WAGNER, SEAN				
6/1/2021	06/01/2021	INSTR PAY-FLASHOVER TRAINI	11-22-00-54100 FIRE TRAINING PAY	200.00
Total WAGNER, SEAN:				200.00
WALWORTH CO CHIEFS OF POLICE ASSN				
DUES 2021-20	06/09/2021	2021/2022 DUES-CHIEF	11-21-00-54100 PD TRAINING EXPENSES	100.00
Total WALWORTH CO CHIEFS OF POLICE ASSN:				100.00
WALWORTH COUNTY PUBLIC WORKS				
404	04/24/2021	SALT-MAR	11-32-12-53400 OPERATING SUPPLIES-SNOW & ICE	9,686.18
Total WALWORTH COUNTY PUBLIC WORKS:				9,686.18
WALWORTH COUNTY SHERIFF				
MAY 2021	06/09/2021	RANGE USE FEES-2021	11-21-00-54100 PD TRAINING EXPENSES	150.00
Total WALWORTH COUNTY SHERIFF:				150.00
WALWORTH COUNTY VISITORS BUREAU INC				
6/1/2021	06/01/2021	PAYMENT 1 OF 4	47-70-00-57155 TOURISM MUNICIPAL DEVELOPMENT	22,693.25
Total WALWORTH COUNTY VISITORS BUREAU INC:				22,693.25
WEDIGE RADIATOR & AC INC				
187479	06/10/2021	VETS PICKUP REPAIR	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	752.50
Total WEDIGE RADIATOR & AC INC:				752.50
WELDERS SUPPLY CO				
10219266	06/11/2021	PROPANE FUEL	11-32-10-53410 VEHICLE-FUEL & OIL	72.81
Total WELDERS SUPPLY CO:				72.81
WI ELEVATOR INSPECTION INC.				
15217	06/23/2021	ANNUAL ELEV INSP-CH	11-16-10-53600 CITY HALL MAINT SERVICE COSTS	190.00
Total WI ELEVATOR INSPECTION INC.:				190.00
WILLIAMS, ROBERT				
6/1/2021	06/01/2021	INSTR PAY-FLASHOVER TRAINI	11-22-00-54100 FIRE TRAINING PAY	200.00
Total WILLIAMS, ROBERT:				200.00
WISCONN VALLEY MEDIA GROUP				
44873	06/10/2021	LN-104 WELLS ST CUP	11-10-00-53150 PUBLICATION FEES REIMBURSABLE	53.76
44874	06/10/2021	LN-886 MAYTAG RD CUP	11-10-00-53150 PUBLICATION FEES REIMBURSABLE	53.76
44875	06/10/2021	LN-1875 GENEVA BAY CLUB DR	11-10-00-53150 PUBLICATION FEES REIMBURSABLE	57.66
44876	06/10/2021	LN-723 WILLIAMS ST CUP	11-10-00-53150 PUBLICATION FEES REIMBURSABLE	59.88
44877	06/10/2021	LN-898 WELLS ST GDP	11-10-00-53150 PUBLICATION FEES REIMBURSABLE	59.88
44878	06/10/2021	LN-ER-1 ZONING NOTICE	11-10-00-53140 OFFICIAL PUBLICATIONS & NOTICE	56.21
44879	06/10/2021	LN-723 WM ST ZONING MAP AM	11-10-00-53150 PUBLICATION FEES REIMBURSABLE	59.88
44880	06/10/2021	LN-898 WELLS ST GDP	11-10-00-53150 PUBLICATION FEES REIMBURSABLE	59.88
44881	06/10/2021	LN-EGG HARBOR LIQ LIC	11-10-00-53150 PUBLICATION FEES REIMBURSABLE	21.73
45045	06/17/2021	LN-CUP MCDS DR THRU TYPO	11-10-00-53150 PUBLICATION FEES REIMBURSABLE	52.43
45046	06/17/2021	LN-GDP KWIK TRIP/WELLS	11-10-00-53150 PUBLICATION FEES REIMBURSABLE	31.31

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
45047	06/17/2021	DA-PARK OPEN SPACE PLAN	11-10-00-53140 OFFICIAL PUBLICATIONS & NOTICE	120.00
45221	06/24/2021	LN-HILL VALLEY DAIRY LIC NOT	11-10-00-53150 PUBLICATION FEES REIMBURSABLE	70.75
45652	06/17/2021	STRING OF PEARLS AD	40-55-30-53000 TOURISM GRANT FUNDS EXP	374.00
Total WISCONN VALLEY MEDIA GROUP:				1,131.13
YMCA				
JUL/AUG 2021	07/01/2021	JUL/AUG PAYMENT	11-70-00-57600 YMCA-YOUTH ATHLETIC PROGRAM	9,180.00
Total YMCA:				9,180.00
ZOLL MEDICAL CORPORATION				
3285187	05/11/2021	THERMAL PAPER	11-22-00-58100 EMS EQUIPMENT/SUPPLIES	18.48
Total ZOLL MEDICAL CORPORATION:				18.48
Grand Totals:				254,502.01

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

Invoice.Batch =

"07102021","07102021A","07102021B","P07102021","P07102021A","P07102021B","F07102021","F07102021A","F07102021B"

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