



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

CITY OF LAKE GENEVA REGULAR COMMON COUNCIL
MONDAY, APRIL 24, 2023 - 6:00 PM
LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)

Members:

Mayor Charlene Klein, Council President, Mary Jo Fesenmaier, Council Vice President, Cindy Yager, Alderpersons: Tim Dunn, Peg Esposito, Linda Frame, Ken Howell, Shari Straube, and Joan Yunker

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AGENDA

1. Mayor Klein call the meeting to order
2. Pledge of Allegiance – Alderperson Straube
3. Roll Call
4. Awards, Presentations, Proclamations, and Announcements
5. Re-consider business from previous meeting
6. Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda, except for public hearing items. Comments will be limited to 5 minutes
7. Acknowledgement of Correspondence
8. Approve the Regular Council Minutes of April 10, 2023 and the Council Re-Organizational Minutes of April 18, 2023 as prepared and distributed
9. **CONSENT AGENDA**– Any item listed on the consent agenda may be removed at the request of any member of the Council. The request requires no second, is not discussed, and is not voted upon.
 - a. An Agent Change application for D & D Restaurant Group Inc d/b/a Flat Iron Tap, to Robert Lopez
 - b. **Resolution 23-R09** a resolution approving the assigned fund balance for the Fire Dues

account as of 12/31/22

- c. **Resolution 23-R10** a resolution approving the assigned fund balances for the Fire Department accounts as of 12/31/22
- d. **Resolution 23-R11** a resolution approving the assigned fund balance for the First Responders donations account as of 12/31/22
- e. **Resolution 23-R12** approving the assigned fund balances for the Police Department accounts as of 12/31/22
- f. **Resolution 23-R13** approving the assigned fund balance for the Avian Committee donations account as of 12/31/22
- g. **Resolution 23-R14** approving the assigned fund balance for the Historic Preservation Committee donations account as of 12/31/22
- h. **Resolution 23-R15** a resolution adopting 2022 transfers from the Lakefront Special Revenue Fund and the Parking Special Revenue Fund to the General Fund
- i. **Resolution 23-R18** a resolution authorizing carryover of General Fund and Lakefront Fund budget amounts from 2022 to 2023
- j. **Resolution 23-R19** a resolution authorizing carryover of Capital Projects and Equipment Replacement Funds budgets from 2022 to 2023
- k. **Resolution 23-R20** a resolution adopting a 2022 year-end budget amendment authorizing the re-allocation of funds in the 2022 budgets for certain revenues and expenditures exceeding their 2022 budgets
- l. **Resolution 23-R21** a resolution approving the assigned fund balance for the Parks Committee donations account as of 12/31/22

10. Items removed from the Consent Agenda

11. Public Hearing for the Proposed Impact Fees and Ordinance 23-03

- 12. First Reading of **Ordinance 23-03** an ordinance amending Section 39-1, Creation of Impact Fee, Section 39-3, Definitions, Section 39-4, Applicability of Impact Fee, Section 39-5, Impact Fee, Section 39-6, Payment of Fee, Section 39-7, Segregation and Use, and Section 39-8, Refund of fees paid, all of Chapter 39: Impact Fees of Municipal Code of the City of Lake Geneva, Wisconsin concerning the imposition and revision of impact fees
- 13. Second Reading of **Ordinance 23-02** an ordinance amending Chapter 98, City of Lake Geneva Zoning Ordinance, Article 2, Lane Use Regulations, Section 98-203(1)-(9) Table of Land Uses, adding a column for "Extraction/Disposal", and Section 98-905 subsection (5) review, Public Hearing, and Recommendation by the Plan Commission, Sub-Subsection (d) removing a reference to Sub-Subsection (b), all of the Municipal Code of the City of Lake Geneva, Wisconsin
- 14. Discussion/Action regarding Pay Request #1 filed by Asphalt Contractors INC, via MSA Professional Services, INC, for the 2023 Marianne Terrace and Pine Tree Lane Improvements in an amount not to exceed \$39,968.84

15. Recommendation of the Finance, Licensing, and Regulation Committee- Ald. Howell

- a. Discussion/Action regarding an Original Class "B" Fermented Malt Beverage and Class "C" Wine application filed by Lake Geneva Billiard Club d/b/a Lake Geneva Billiard Club, 772 W Main St, Kurt Jennison, Agent
- b. Discussion/Action regarding a proposed engineering study by Kapur for a parking lot on the east side of the library, not to exceed \$5,000
- c. Discussion/Action regarding the purchase of body cams and software for the Parking Enforcement Department in an amount not to exceed \$15,266.02
- d. Discussion/Action regarding Task Order #28 for Kapur Engineering for work to be completed at Riviera Beach in an amount not to exceed \$19,750.00
- e. Discussion/Acceptance of the Pre-Paid and Regular Payment Reports approved by the Finance, Licensing, and Regulation Committee on April 18, 2023

16. Recommendation of the Plan Commission- Ald. Fesenmaier

- a. Discussion/Action regarding **Resolution 23-R26** a resolution authorizing the issuance of a Conditional Use Permit to Robin Kokodynski, 1591 Orchard Ln., to allow for a site addition to a property located within the Estate Residential - 1 (ER-1) zoning district Tax Key No. ZA455800001
- b. Discussion/Action regarding **Resolution 23-R27** a resolution authorizing the issuance of a Limited Conditional Use Permit to Gregory Anagnos N1567 Clover Rd. Lake Geneva to allow for an Outdoor Commercial Entertainment at 272 Broad St. for the property located in the Central Business (CB) zoning district Tax Key No. ZOP00244
- c. Discussion/Action regarding **Resolution 23-R28** a resolution authorizing the issuance of a Limited Conditional Use Permit (Limited CUP) for Kurt Jennison N3382 County Rd. H Lake Geneva, to allow for a Commercial Indoor Entertainment land use in the Central Business (CB) zoning district at 772 W. Main St. Tax Key No. ZOP00321

17. Mayoral Appointment

- a. Confirming the appointment of Fire Chief John Peters as the City of Lake Geneva Emergency Government Director with a term to expire April 2024

18. Discussion/Action to return the parking ticket price to \$20 plus late fees (*Agenda Item Request by Ald. Yager and Ald. Straube*)

19. Adjournment

Requests from persons with disabilities, who need assistance to participate in this meeting or hearing, should be made to the City Clerk's office in advance so the appropriate accommodations can be made.

CITY OF LAKE GENEVA REGULAR COMMON COUNCIL MINUTES
MONDAY, APRIL 10, 2023 - 6:00 PM
LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)

Members: Mayor Charlene Klein, Council President, Rich Hedlund, Council Vice President, John Halverson, Alderpersons: Tim Dunn, Mary Jo Fesenmaier, Ken Howell, Shari Straube, Cindy Yager, and Joan Yunker

Mayor Klein call the meeting to order
Mayor Klein called the meeting to order at 6:00 p.m.

Pledge of Allegiance – Alderperson Yager
Alderperson Yager led the Council in the Pledge of Allegiance.

Roll Call
Present: Dunn, Fesenmaier, Halverson, Hedlund, Howell, Straube, Yager, and Yunker
Absent: None

Awards, Presentations, Proclamations, and Announcements
None

Re-consider business from previous meeting
None

Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda, except for public hearing items. Comments will be limited to 5 minutes
Karen Yancy; Geneva Lake Conservancy; Spoke in favor of the grant proposed for the work to be completed at the former Hillmoor property.
Peg Esposito; 124 Darwin St; Spoke in opposition of the grant proposed for the work to be completed at the former Hillmoor property.
Andrea Christian; 250 Havenwood Dr; Spoke in regards to the waiver of parking fees for both farmer market applications. She added that persons with mobility issues should be considered in regards to the Hillmoor trails project.
Fred Gahl; 661 S Lake Shore Dr; Spoke in favor of the grant proposed for the work to be completed at the former Hillmoor property.
Pete Wilson; School Superintendent; Spoke in regards to the proposed sidewalk project and the lack of communication.
Pete Peterson; 1601 Evergreen Ln; Spoke in opposition of the grant proposed for the work to be completed at the former Hillmoor property.

Acknowledgement of Correspondence
Luke Pfeifer; Maxwell Mansion; Spoke in regards to the preliminary special assessment resolution.

All items of correspondence have been distributed to the members of the Common Council.

Approve the March 27, 2023 Regular Council Minutes as prepared and distributed
Motion by Yunker to approve, second by Straube. No discussion. Motion carried 8-0.

CONSENT AGENDA– Any item listed on the consent agenda may be removed at the request of any member of the Council. The request requires no second, is not discussed, and is not voted upon.

Temporary Class "B"/"Class B" Retailer's License filed by St Francis de Sales for the event of Cinco de Mayo, to take place on May 7, 2023 from Noon to 6:00 p.m., located at 148 W Main St

Temporary Operator License Application filed by Cornelio Cruz to be used at the St. Francis de Sales Cinco de Mayo event to be held on May 7, 2023 from Noon to 6:00 p.m., located at 148 W Main St

Tier I Event Permit application filed by the Lake Geneva Public Library and Friends of the Lake Geneva Public Library for the event of Beachside Authorfest to take place on July 8, 2023 from 8:00 a.m. to 6:00 p.m., located in Library Park (Applicant is requesting waiver of parking fees)

Tier II Event Permit Application filed by VISIT Lake Geneva for the event of Concerts in the Park to take place on June 29, July 6, July 13, July 20, July 27, August 3, and August 10, located in Brunk Pavillion and Flat Iron Park

Tier I Event Permit application filed by the Lake Geneva Farmers Market at Horticultural Hall to take place every Thursday from May 2023 through October 2023, from 7:00 a.m. to 2:00 p.m. located at 330 Broad St (Applicant is requesting waiver of parking fees)

Tier I Event Permit application filed by the Holy Communion Episcopal Church for the event of Farmers Market to take place every Thursday from May 2023 through October 2023, from 8:00 a.m. to 1:00 p.m. located at 320 Broad St (Applicant is requesting waiver of parking fees)

Tier I Event Permit application filed by the Downtown Business Improvement District for the event of the Downtown Lake Geneva Annual Wine Walk to take place on May 21, 2023 from Noon to 4:00 p.m., located at various downtown Lake Geneva businesses

Motion by Howell to approve the consent agenda, second by Yunker. No discussion. Motion carried 8-0.

Items removed from the Consent Agenda

None

First Reading of Ordinance 23-02 an ordinance amending Chapter 98, City of Lake Geneva Zoning Ordinance, Article 2, Lane Use Regulations, Section 98-203(1)-(9) Table of Land Uses, adding a column for "Extraction/Disposal", and Section 98-905 subsection (5) review, Public Hearing, and Recommendation by the Plan Commission, Sub-Subsection (d) removing a reference to Sub-Subsection (b), all of the Municipal Code of the City of Lake Geneva, Wisconsin

Mayor Klein offered Ordinance 23-02 as a first reading. No action taken.

Recommendation of the Finance, Licensing, and Regulation Committee- Ald. Howell

Discussion/Action regarding removal of abandoned driving range office at Hillmoor property to be paid for with the use of contingency funds

Motion by Howell to approve, second by Yunker. No discussion. Motion carried 8-0.

Discussion/Action regarding renewal of the 2023/2024 TAPCO Contract

Motion by Howell to approve, second by Yunker. No discussion. Motion carried 8-0.

Discussion/Action regarding the purchase of a 2023 F-250 4x4 SD Regular Cab 8' box 142" WB SRW XL (F2B) not to exceed \$48,820.00 for the Department of Public Works

Motion by Howell to approve, second by Hedlund. No discussion. Motion carried on a roll call vote 8-0.

Discussion/Action regarding the purchase of a 2023 F-250 4x4 SD Super Cab 6.75' box 148" WB SRW XL (X2B) not to exceed \$55,155.00 for the Department of Public Works

Motion by Howell to approve second by Hedlund. No discussion. Motion carried on a roll call vote 8-0.

Discussion/Action regarding Resolution 23-R17 a preliminary resolution declaring intent to exercise Special Assessment Powers for the City of Lake Geneva 2023 Street Improvement Project

Motion by Howell to approve, second by Hedlund. Fesenmaier asked the City Clerk to recap the correspondence that was received. City Clerk Kropf explained that the letter received of Luke Pfeifer cited displeasure with the lack of communication of the project.

Motion by Hedlund to allow City Engineer Naomi Rausch to address the Council, second by Fesenmaier. Motion carried 8-0.

City Engineer Rausch addressed the Council concerning the resolution. She noted that this is the first setup in the

City's desire to exercise special assessment powers for the sidewalk repair. The Clerk will then publish a Class I notice in the paper and mail notices to all of the affected property owners.
Original motion carried 8-0.

Discussion/Action regarding increasing the Lot B rental rate from \$750.00 to \$1,300.00 per day, to more accurately reflect the \$4.00 per hour weekend pricing

Motion by Howell to approve, second by Yunker. No discussion. Motion carried 8-0.

Discussion/Action regarding designating Lot I as a reserved daily parking lot during June, July, and August with the cost adhering to 10 hours or parking at the current hourly rate (*Parking Ad Hoc Committee recommended approval*)

Motion by Howell to approve, second by Yunker. Alderperson Yager noted that the only advantage would be a reserved spot, but nothing else. Mayor Klein explained that this would be useful to help alleviate the parking congestion on Main Street and that it would be on a trial basis.

Motion to amend by Fesenmaier to allow the stall reservation on only half of the parking lot, second by Yager. Mayor Klein stated that lot isn't used frequently so it does not make sense to divide that lot. Motion to amend carried 8-0 on a roll call vote.

Original motion as amended carried 8-0.

Discussion/Action regarding the application of the Knowles Nelson Grant by the Geneva Lake Conservancy for improvements to be made at the Hillmoor Property (*Hillmoor Ad Hoc Committee recommended approval; Motion to approve failed 2-3 at the April 5, 2023 Finance, Licensing, and Regulation Committee*)

Motion by Howell to deny, second by Fesenmaier.

Motion to amend by Yunker to approve the application for the grant with the funds to be placed in the 2024 budget, second by Straube.

Mayor Klein explained that if the Council were to go through with this grant application then the funds would be budgeted in 2024. She added that this would need to be done by resolution of the Common Council, but that even if the resolution were to pass there could be funds raised to help offset the cost to the City. Yager stated that the City needs to guarantee that match before a grant can be accepted. She added that there are many other needs in the City that the 2024 budgeted funds could be used towards and she feels that this project is being rushed. Dunn noted that the park should be cleaned up and that the trails should be built to facilitate the citizens' ability to use Hillmoor. Straube added that she agrees with the building of the trails and the support of the conservancy. Howell explained that he agrees with the use of the land but is worried that the City does not already have the money earmarked to match the grant.

Motion by Howell to allow Karen Yancy to address the Council, second by Straube. No discussion. Motion carried 8-0.

Karen Yancy, of the Geneva Lake Conservancy, explained that if the grant were to be received and the match was not available, then the City could send the money back. While that is not desirable, it will not bar the City from receiving the grant in the future. Yancy added that other groups will be approached to help with the grant match as well, but not until July 2023. Time is of the essence as the deadline for the grant is May 1, 2023. Yancy explained that any preliminary donors would be noted to the WI DNR as donors, versus just the City, for the match.

Fesenmaier stated that the Council would be voting for a grant for the future without knowing the full plan. She added that there is nothing in writing addressing how this will affect the school property and she would like to see the grant before voting for it. She added that the environmental impact, per the plan, has not been fully vetted and it should be reviewed by the WI DNR. Fesenmaier added that volunteers can come in to start cleaning up the property before any grant is applied for; she would like to see more time to vet the application and get the other parties involved. Motion to amend carried 5-4 on a roll call, with Howell, Yager, Fesenmaier, and Halverson voting no; Mayor Klein voted yes to break the tie.

The original motion as amended carried 5-4 on a roll call vote, with Howell, Yager, Fesenmaier, and Halverson voting no; Mayor Klein voted yes to break the tie.

Discussion/Action regarding the Geneva Lake Environmental Agency Chapter 30 ordinance related to Aquatic Invasive Species

Motion by Howell to approve and direct the City Attorney to draft the ordinance for Council consideration, second by Hedlund. Attorney Draper stated that he would need to review the ordinance and determine where in the existing code it would best fit. Motion carried 8-0.

Discussion/Acceptance of the Regular and Pre-Paid Bill reports approved by the Finance, Licensing, and Regulation Committee on April 5, 2023

Motion by Howell to accept, second by Hedlund. No discussion. Motion carried 8-0.

Motion to go into Closed Session pursuant to Wis. State. 19.85(1)(c) for the purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility regarding: **1) Lieutenant Way Employment Contract and 2) Lieutenant Keller Employment Contract**

Motion by Hedlund to convene the Council into Closed Session to include the City Administrator, City Clerk, City Attorney, Finance Director, Police Chief, and the Lieutenants, second by Howell. Motion carried on a roll call vote 8-0. The Council convened into Closed Session at 7:19 p.m.

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

Motion by Hedlund to reconvene the Council into Open Session, second by Straube. Motion carried on a roll call vote 8-0. The Council reconvened into Open Session at 7:33 p.m.

Motion by Hedlund to approve the employment contracts of Lt. Way and Lt. Keller to be retroactive to January 1, 2023, second by Yunker. No discussion. Motion carried 8-0.

Adjournment

Motion by Hedlund to adjourn, second by Halverson. Motion carried 8-0. The meeting adjourned at 7:33 p.m.

CITY OF LAKE GENEVA RE-ORGANIZATIONAL COMMON COUNCIL MINUTES
TUESDAY, APRIL 18, 2023 - 5:30 PM
LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)

Members: Mayor Charlene Klein, Alderpersons: Tim Dunn, Peg Esposito, Mary Jo Fesenmaier, Linda Frame, Ken Howell, Shari Straube, Cindy Yager, and Joan Yunker

Mayor Klein call the meeting to order
Mayor Klein called the meeting to order at 5:30 p.m.

Pledge of Allegiance
The Council recited the Pledge of Allegiance.

Roll Call
Present: Esposito, Fesenmaier, Frame, Howell, Straube, Yager, and Yunker
Absent: Dunn

Invocation
Municipal Judge Henry Sibbing led the Council in the Invocation.

Swearing in of newly elected officials
Clerk Kropf swore in the newly elected Municipal Judge Henry Sibbing and the new Alders: Shari Straube, Linda Frame, Peg Esposito, and Kenneth Howell.

Welcome by Mayor Klein
Mayor Klein welcomed the new members of the Council and the audience.

Election of Council President
Motion by Straube to elect Howell, second by Yunker.
Motion by Frame to elect Fesenmaier, second by Yager.
Mayor closed the floor for nominations.
Clerk Kropf tallied the ballots for the vote for Council President.
Aldersperson Fesenmaier was elected as the Council President.

Election of Council Vice President
Motion by Fesenmaier to elect Yager, second by Esposito.
Motion by Yunker to elect Straube, second by Howell.
Mayor closed the floor for nominations.
Clerk Kropf tallied the votes for Council Vice President.
Aldersperson Yager was elected the Council Vice President.

Resolution 23-R22 a resolution designating Local Depositories, pursuant to Section 34.05, Wisconsin Statutes and Authorized Signatories for the City of Lake Geneva
Mayor Klein offered Resolution 23-R22 for consideration.
Motion by Howell to approve, second by Straube.
Fesenmaier stated that there was correspondence received regarding the use of the specific banks listed in the resolution and if those banks contribute back to the community. Finance Director Pisarcik explained that the banks on the list were in place prior to her arrival. Motion carried 7-0.

Resolution 23-R23 a resolution designating the Official Newspaper for the City of Lake Geneva
Motion by Frame to approve, second by Esposito. No discussion. Motion carried 7-0.

Resolution 23-R24 a resolution confirming the Mayor's Aldermanic Appointments to Standing Committees for the City of Lake Geneva

Motion by Howell to approve, second by Yunker. Yager added that she would like to amend the resolution. City Attorney Draper advised her that she is not able to do so as the Council only has the authority to confirm the Mayor's appointments, but not change them. Yager stated that she takes issue with the lack of District #2 appointments to the City standing committees. She offered a handout with suggested changes. Fesenmaier added that the correspondence received of the Council also noted that discrepancy.

Mayor Klein explained that all districts have representation on the Council, which is the governing body. She added that any alder can attend any meeting and give feedback. Also that any alder can advocate for their district while advocating for the taxpayers as a whole.

Esposito added that she would like to see District #2 more fairly represented as well.

Fesenmaier added that the Alders of District #2 have the ability to attend these meetings and that she would not be voting in favor of the resolution. Frame echoed the same sentiment as Alder Fesenmaier.

Motion to approve failed on a roll call vote 3-4, with Esposito, Fesenmaier, Frame, and Yager voting no.

Resolution 23-R25 a resolution confirming the Mayor's Aldermanic & Citizen Appointments to certain Non-Standing Committees and Commissions for the City of Lake Geneva

Motion by Yunker to approve, second by Straube.

Fesenmaier stated that she will not approve this resolution either, as the standing committee resolution failed which may cause a need for the non-standing resolution to be changed.

Mayor Klein noted that if the resolution is not approved then some of the non-standing committee may not be able to meet if a quorum cannot be achieved.

Howell called the question, which ended debate.

Motion to approve failed on a roll call vote of 3-4, with Esposito, Fesenmaier, Frame, and Yager voting no.

Adjournment

Motion by Howell to adjourn, second by Straube. Motion carried 7-0. Meeting adjourned at 6:08 p.m.

Appointment of Successor Agent – Retail Licenses

pd \$10-
R-#13.000015

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

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

D+D Restaurant Group, Inc

Reason for Cancellation of Appointed Agent

Possible Relocation

The undersigned appoints Robert Lopez as agent in accordance with sec. 125.04(6), Wis. Stats.

Signature of President / Member

Date 3/30/23

Section 2: Agent Information and Acknowledgement

Agent Name

Robert K Lopez

Agent Questions

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

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 D+D Restaurant Group, Inc and assume full responsibility of the conduct of the business relative to fermented malt beverages and intoxicating liquors.

Signature of Agent

Date 3/30/23

Section 3: Licensing Authority Approval

Municipality Name

City of Lake Geneva

Signature of Official

City Clerk

Date March 31, 2023

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 DTD Restaurant Group, Inc.
(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

FLAT IRON TAP
(Trade Name)

located at 150 Center St

appoints Robert Lopez

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? Forever

Place of residence last year Same

For: DTD Restaurant Group, Inc.
(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, Robert Lopez, 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.

Robert Lopez

3/30/23

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 04/04/2023 by E. [Signature] Title Chief of Police
(Date) (Signature of Proper Local Official) (Town Chair, Village President, Police Chief)

Auxiliary Questionnaire Alcohol Beverage License Application

Submit to municipal clerk.

Individual's Full Name (please print) (last name)	(first name)	(middle name)
Lopez	Robert	Kevin

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 D&D Restaurant, Inc
(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:

- How long have you continuously resided in Wisconsin prior to this date? Forever
- 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.)
- 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.
- 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)
- 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 <u>Freedom Boat Club LLC</u>	Employer's Address <u>26125 N. Lincolnwood Rd. Suite 500</u>	Employed From <u>2021</u>	To <u>Current</u>
Employer's Name <u>Carefree Boat Club</u>	Employer's Address <u>601 E Erie St Milwaukee, WI</u>	Employed From <u>2018</u>	To <u>2021</u>

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.

Robert Lopez
(Signature of Named Individual)

RESOLUTION OF THE COMMON COUNCIL			
Resolution approving the assigned fund balance for the Fire Dues account as of 12/31/22.			
Committee:	Police and Fire Commission considered on April 6, 2023, and Finance considered on April 18, 2023.		
Fiscal Impact:	N/A		
File Number:	23-R09	Date:	April 24, 2023

Whereas, the Fire Department received Fire Dues from the Town of Geneva and State of Wisconsin in the amount of \$72,547.68 in 2022, and,

Whereas, the Fire Department had \$11,510.04 in the Assigned Fund Balance-Fire Dues-Town of Geneva and State of Wisconsin account as of 1/1/22, and

Whereas, the Fire Dues Fund spent \$0 of these monies in 2022 and therefore, the 12/31/22 ending balance for this account should be adjusted to \$84,057.72 and

Now Therefore be it Resolved by the Lake Geneva Common Council to adopt this resolution to adjust the 2022 Fund Balance accounts as follows:

Increase Acct # 11-00-00-34375, Assigned Fund Balance-Fire Dues, by \$72,547.68

Decrease Acct # 11-00-00-34800, Unassigned Fund Balance, by \$72,547.68

Granted by action of the Common Council of the City of Lake Geneva this 24th day of April 2023.

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

Mayoral Action: ☐ Accept ☐ Veto

Charlene Klein, Mayor

Date

Attest:

Lana Kropf, City Clerk

RESOLUTION OF THE COMMON COUNCIL			
Resolution approving the assigned fund balances for the Fire Department accounts as of 12/31/22.			
Committee:	Police and Fire Commission considered on April 6, 2023 and Finance considered on April 18, 2023.		
Fiscal Impact:	N/A		
File Number:	23-R10	Date:	April 24, 2023

Whereas, the Fire Department has reviewed their various revenues and expenditures related to various assigned fund balances for the year 2022, and

Whereas, the Fire Department had the following balances in Assigned Fund Balances-FD accounts as of 1/1/22, and,

11-00-00-34370	Assigned Fund Balance-Fire Donations	\$ 7,341.74
11-00-00-34490	Assigned Fund Balance-EMS Act 102	\$10,481.20
11-00-00-34380	Assigned Fund Balance-Fire CPR	\$ 672.79

Whereas, the Fire Department received various revenues and spent various amounts of monies in 2022, therefore the 12/31/22 balances in the Assigned Fund Balances-FD accounts should be as follows, and,

11-00-00-34370	Assigned Fund Balance-Fire Donations	\$10,741.74
11-00-00-34490	Assigned Fund Balance-EMS Act 102	\$23,910.91
11-00-00-34380	Assigned Fund Balance-Fire CPR	\$ 779.61

Whereas, the Police & Fire Commission approved this adjustment at their meeting held on April 6, 2023,

Now Therefore be it Resolved by the Lake Geneva Common Council to adopt this resolution to adjust the 2022 Fund Balance accounts as follows:

Increase Acct #11-00-00-34370	Assigned Fund Balance-Fire Donations	\$ 3,400.00
Increase Acct #11-00-00-34490	Assigned Fund Balance-EMS Act 102	\$13,429.71
Increase Acct #11-00-00-34380	Assigned Fund Balance- Fire CPR	\$ 106.82

Granted by action of the Common Council of the City of Lake Geneva this 24th day of April 2023.

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

Mayoral Action: ☐ Accept ☐ Veto

Charlene Klein, Mayor

Date

Attest:

Lana Kropf, City Clerk

RESOLUTION OF THE COMMON COUNCIL			
Resolution approving the assigned fund balance for the First Responders donations account as of 12/31/22.			
Committee:	Police and Fire Commission considered on April 6, 2023 and Finance considered on April 18, 2023.		
Fiscal Impact:	N/A		
File Number:	23-R11	Date:	April 24, 2023

Whereas, the First Responders Fund received donated monies in the amount of \$300.00 in 2022, and,

Whereas, the First Responders Fund had \$73,131.40 in the Assigned Fund Balance-First Responders Fund account as of 1/1/22, and

Whereas, the First Responders Fund spent \$17,474.12 of their donated monies in 2022 and therefore, the 12/31/22 ending balance for this account should be adjusted to \$55,957.28, and

Now Therefore be it Resolved by the Lake Geneva Common Council to adopt this resolution to adjust the 2022 Fund Balance accounts as follows:

Decrease Acct # 11-00-00-34400, Assigned Fund Balance-First Responders Fund, by \$17,174.12
Increase Acct # 11-00-00-34800, Unassigned Fund Balance, by \$17,174.12

Granted by action of the Common Council of the City of Lake Geneva this 24th day of April 2023.

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

Mayoral Action: ☐ Accept ☐ Veto

Charlene Klein, Mayor

Date

Attest:

Lana Kropf, City Clerk

RESOLUTION OF THE COMMON COUNCIL			
Resolution approving the assigned fund balances for the Police Department accounts as of 12/31/22.			
Committee:	Police and Fire Commission considered on April 6, 2023, and Finance considered on April 18, 2023.		
Fiscal Impact:	N/A		
File Number:	23-R12	Date:	April 24, 2023

Whereas, the Police Department has reviewed their various revenues and expenditures related to various assigned fund balances for the year 2022, and

Whereas, the Police Department had the following balances in Assigned Fund Balances-PD accounts as of 1/1/22, and,

11-00-00-34670	Assigned Fund Balance-Police Donations	\$14,046.12
11-00-00-34680	Assigned Fund Balance-Police State Seizures	\$ 8,721.54
11-00-00-34390	Assigned Fund Balance-Police Uniform Allow	\$18,138.78

Whereas, the Police Department received various revenues and spent various amounts of monies in 2022, therefore the 12/31/22 balances in the Assigned Fund Balances-PD accounts should be as follows, and,

11-00-00-34670	Assigned Fund Balance-Police Donations	\$14,292.03
11-00-00-34680	Assigned Fund Balance-Police State Seizures	\$ 8,789.87
11-00-00-34390	Assigned Fund Balance-Police Uniform Allow	\$18,808.40

Whereas, the Police & Fire Commission approved this adjustment at their meeting held on April 5, 2023

Now Therefore be it Resolved by the Lake Geneva Common Council to adopt this resolution to adjust the 2022 Fund Balance accounts as follows:

Increase Acct #11-00-00-34670	Assigned Fund Balance-Police Donations	\$245.91
Increase Acct #11-00-00-34680	Assigned Fund Balance-Police State Seizures	\$ 68.33
Increase Acct #11-00-00-34390	Assigned Fund Balance-Police Uniform Allow	\$669.62
Decrease Acct #11-00-00-34800	Unassigned Fund Balance	\$983.86

Granted by action of the Common Council of the City of Lake Geneva this 24th day of April, 2023.

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

Mayoral Action: ☐ Accept ☐ Veto

Charlene Klein, Mayor

Date

Attest:

Lana Kropf, City Clerk

RESOLUTION OF THE COMMON COUNCIL			
Resolution approving the assigned fund balance for the Avian Committee donations account as of 12/31/22.			
Committee:	Finance considered on April 18, 2023		
Fiscal Impact:	N/A		
File Number:	23-R13	Date:	April 24, 2023

Whereas, the Avian Committee received donated monies in the amount of \$250.00 in 2022, and,

Whereas, the Avian Committee had \$5,154.29 in the Assigned Fund Balance-Avian account as of 1/1/22, and

Whereas, the Avian Committee spent \$0 of their donated monies in 2022 and therefore, the 12/31/22 ending balance for this account should be adjusted to \$5,404.29, and

Now Therefore be it Resolved by the Lake Geneva Common Council to adopt this resolution to adjust the 2022 Fund Balance accounts as follows:

Increase Acct # 11-00-00-34510, Assigned Fund Balance-Avian, by \$250.00

Decrease Acct # 11-00-00-34800, Unassigned Fund Balance, by \$250.00

Granted by action of the Common Council of the City of Lake Geneva this 24th day of April, 2023.

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

Mayoral Action: ☐ Accept ☐ Veto

Charlene Klein, Mayor

Date

Attest:

Lana Kropf, City Clerk

RESOLUTION OF THE COMMON COUNCIL			
Resolution approving the assigned fund balance for the Historic Preservation Committee donations account as of 12/31/22.			
Committee:	Finance considered on April 18, 2023.		
Fiscal Impact:	N/A		
File Number:	23-R14	Date:	April 24, 2023

Whereas, the Historic Preservation Committee received donated monies in the amount of \$250.00 in 2022, and,

Whereas, the Historic Preservation Committee had \$1,596.10 in the Assigned Fund Balance-Historic Preservation account as of 1/1/22, and

Whereas, the Historic Preservation Committee spent \$250.00 of their donated monies in 2022 and therefore, the 12/31/22 ending balance for this account should remain at \$1,596.10, and

Now Therefore be it Resolved by the Lake Geneva Common Council to adopt this resolution to adjust the 2022 Fund Balance accounts as follows:

Decrease Acct # 11-00-00-34500, Assigned Fund Balance-Historic Preservation, by \$0.00
Increase Acct # 11-00-00-34800, Unassigned Fund Balance, by \$0.00

Granted by action of the Common Council of the City of Lake Geneva this 24th day of April 2023

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

Mayoral Action: ☐ Accept ☐ Veto

Charlene Klein, Mayor

Date

Attest:

Lana Kropf, City Clerk

RESOLUTION OF THE COMMON COUNCIL			
Resolution adopting 2022 transfers from the Lakefront Special Revenue Fund and the Parking Special Revenue Fund to the General Fund.			
Committee:	Finance considered on April 18, 2023		
Fiscal Impact:	N/A		
File Number:	23-R15	Date:	April 24, 2023

Whereas, the Lake Geneva Common Council approved the 2022 Amended Operating Budget for the General Fund which includes revenue from transfers from the Lakefront Fund of \$472,373 and the Parking Fund of \$1,076,200, and

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

Whereas, it is still desirable to have a fund balance remaining in each of these Special Revenue Funds and the level that would be most appropriate is \$784,856 for the Lakefront Fund and \$931,465 for the Parking Fund and that the excess could be transferred to the General Fund for the year end 2022,

Now Therefore be it Resolved that the Lake Geneva Common Council adopt a resolution to transfer to the General Fund, at year end 2022, an amount of \$658,417.66 from the Lakefront Special Revenue Fund and an amount of \$1,785,472.07 from the Parking Special Revenue Fund which will adjust the fund balances to year-end balances.

Granted by action of the Common Council of the City of Lake Geneva this 24th day of April, 2023.

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

Mayoral Action: ☐ Accept ☐ Veto

Charlene Klein, Mayor

Date

Attest:

Lana Kropf, City Clerk

RESOLUTION OF THE COMMON COUNCIL			
Resolution authorizing carryover of General Fund and Lakefront Fund budget amounts from 2022 to 2023.			
Committee:	Finance considered on April 18, 2023.		
Fiscal Impact:	N/A		
File Number:	23-R18	Date:	April 24, 2023

Whereas, the Common Council approved the 2022 General Fund Budget and Lakefront Budget for the City of Lake Geneva purchases to occur during 2022, and

Whereas, the timing on operating purchases has changed from the budgeted assumptions, and

Whereas, on April 18, 2023, the City of Lake Geneva, Finance, Licensing and Regulation Committee reviewed the proposed budget amendments and found it is in the best interest of the City, and recommends that the City of Lake Geneva Common Council approve the carryover of General Fund and Lakefront Fund budget amounts, as found in attached Schedule “A”, as follows:

General Fund	\$257,150.00
Lakefront Fund	\$ 32,913.20

Now Therefore be it Resolved by the Lake Geneva Common Council be hereby directed and authorized to carryover 2022 funds and amend the 2023 budgets as outlined above.

Granted by action of the Common Council of the City of Lake Geneva this 24th day of April, 2023.

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

Mayoral Action: ☐ Accept ☐ Veto

Charlene Klein, Mayor

Date

Attest:

Lana Kropf, City Clerk

CITY OF LAKE GENEVA
PROPOSED BUDGET CARRYFORWARD AMENDMENTS - 2022 TO 2023
SCHEDULE "A"

			PURPOSE
<u>MUNICIPAL COURT</u>			
MUNICIPAL COURT WAGES-CLERK	11-12-00-51200	15,000.00	2023 ADDITIONAL HOURS FOR NEW EMPLOYEES
MUNICIPAL COURT SOCIAL SECURITY	11-12-00-51520	1,150.00	2023 ADDITIONAL FICA FOR NEW EMPLOYEES
<u>ACCOUNTING</u>			
COMPUTER AND IT SVC & EQUIPMENT	11-15-10-54500	5,000.00	2023 EXPENDITURES
<u>POLICE DEPARTMENT</u>			
PD TRAINING	11-21-00-54100	8,000.00	2023 AMMUNITION FOR RANGE TRAINING PENDING
<u>FIRE DEPARTMENT</u>			
FULL-TIME WAGES	11-22-00-51230	50,000.00	2023 WAGES/BENEFITS
FIRE/EMS RETIREMENT	11-22-00-51360	50,000.00	2023 WAGES/BENEFITS
FD HEALTH INSURANCE	11-22-00-51345	25,000.00	2023 WAGES/BENEFITS
FD EQUIPMENT OUTLAY	11-22-00-58500	4,500.00	2023 EXPENDITURES
<u>BUILDING & ZONING</u>			
OTHER PROFESSIONAL FEES	11-24-00-53350	15,000.00	2023 SCANNING PROJECT NOT COMPLETED IN 2021
<u>DPW</u>			
ST DEPT EQUIPMENT REPAIRS	11-32-10-52500	10,000.00	2023 EQUIPMENT REPAIRS
SIDEWALK REPAIRS	11-32-10-52700	5,000.00	2023 SIDEWALK REPAIRS
ROAD MAINTENANCE SUPPLIES	11-32-10-53700	20,000.00	2023 ROAD MAINTENANCE SUPPLIES
SNOW & ICE OPERATING SUPPLIES	11-32-12-53400	25,000.00	2023 SNOW & ICE SUPPLIES
COMPOSTING SERVICES	11-32-14-52200	15,000.00	2023 COMPOSTING SERVICES
<u>PLAN COMMISSION</u>			
PARK PLAN	11-69-30-52165	8,500.00	2023 PARK PLAN BALANCE
		<u>257,150.00</u>	
<u>LAKEFRONT</u>			
LOWER RIVIERA REPAIRS	40-55-20-52400	10,000.00	2023 LOWER RIVIERA REPAIRS
PIER REPAIRS	40-55-30-52640	15,000.00	2023 PIER REPAIRS

CITY OF LAKE GENEVA
PROPOSED BUDGET CARRYFORWARD AMENDMENTS - 2022 TO 2023
SCHEDULE "A"

			PURPOSE
TOURISM GRANT FUNDS EXP	40-55-40-53000	7,913.20	2023 REMAINING GRANT MONIES
		<u>32,913.20</u>	

RESOLUTION OF THE COMMON COUNCIL			
Resolution authorizing carryover of Capital Projects and Equipment Replacement Funds budgets from 2022 to 2023.			
Committee:	Finance considered on April 18, 2023.		
Fiscal Impact:	N/A		
File Number:	23-R19	Date:	April 24, 2023

Whereas, the Common Council approved the 2022 Capital Projects and Equipment Replacement Fund Budgets for the City of Lake Geneva for capital projects and equipment purchases to occur during 2022, and

Whereas, the actual pricing and timing on certain replacement equipment has changed from the budgeted assumptions, and

Whereas, the Common Council hereby finds and determines that it is necessary, desirable and in the best interest of the City of Lake Geneva to amend the 2022 approved budget and carryover the following funds to the 2023 budget as follows:

Capital Projects

Acct# 43-22-00-17010	Fire Department Capital Projects	\$ 8,056
Acct# 43-32-10-17010	DPW Street Improvements	\$ 21,300
Acct# 43-48-00-17010	Cemetery Capital Projects	\$ 17,000
Acct# 43-16-10-17010	City Hall Capital Projects	\$ 12,000
Acct# 43-32-10-17020	DPW Capital Projects	\$ 40,000
Acct# 43-52-00-53000	Parks & Rec Capital Projects	\$184,745

Equipment Replacement

Acct# 50-22-00-58000	Fire Department	\$366,734
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Whereas, on April 18, 2023 the City of Lake Geneva, Finance, Licensing and Regulation Committee reviewed the proposed budget amendments and found it is in the best interest of the City and recommends that the City of Lake Geneva Common Council approve the carryover of Capital Projects budget in the amount of \$283,101 and the carryover of Equipment Replacement budget in the amount of \$366,734 to the 2023 budget.

Now Therefore be it Resolved by the Lake Geneva Common Council be hereby directed and authorized to carryover 2022 funds and amend the 2023 budget as outlined above.

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

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

Charlene Klein, Mayor

Date

Attest:

Lana Kropf, City Clerk

CITY OF LAKE GENEVA
CARRYOVER BALANCES 2022 to 2023

CAPITAL PROJECTS

Included as Carryover in 2023 Budget

		Notes
City Hall - Chiller and Pump Replacement	\$ 103,000.00	Project not completed
Salt Storage Shed-Enlarging	\$ 105,000.00	Project not completed
Sidewalk Improvements-Library Park (C/F 2021)	\$ 40,000.00	Project not completed
Roof - 1070 Carey-DPW	\$ 80,000.00	Project not completed
	\$ 328,000.00	

Resolution for Carryover in 2023

Landscaping - Pioneer Cemetery	\$ 17,000.00	Project not completed
City Hall Parking Lot-Retaining Wall	\$ 12,000.00	Project not completed
Fire Engine #2 Replacement	\$ 8,056.00	Remaining unspent balance 2022
Crack Sealing-2022	\$ 14,000.00	Project not completed
Hwy 50 road improvement project (State of WI)	\$ 7,300.00	Project not completed
Sidewalk Improvements-800 block Wrigley Drive	\$ 40,000.00	Project not completed
Sidewalk Improvements-Library Park	\$ 40,000.00	Project not completed
Shelter Repairs/Maintenance-4 Seasons	\$ 42,380.00	Remaining unspent balance 2022
Beach House Updates-Mechanicals/Plumbing	\$ 55,915.00	Remaining unspent balance 2022
Disc Golf Course Bridge	\$ 30,700.00	Remaining unspent balance 2022
	\$ 267,351.00	

EQUIPMENT REPLACEMENT

Included as Carryover in 2023 Budget

Accounting software	\$ 10,000.00	Project not completed
Door Security System - City Hall	\$ 7,500.00	Project not completed
Copiers (2)-City Hall & Municipal Court	\$ 10,000.00	Project not completed
Museum Furnances	\$ 20,000.00	Prjoect not completed
Telephone System - city Wide	\$ 50,000.00	Project not completed
Leaf vac replacement	\$ 70,000.00	Project not completed
	\$ 167,500.00	

Resolution for Carryover in 2023

SCBA & Masks	\$ 332,434.00	Project not completed
APR's (Gas Masks)	\$ 7,500.00	Project not completed
Fire Engine #2 Equipment Replacement	\$ 26,800.00	Project not completed
	\$ 366,734.00	

RESOLUTION OF THE COMMON COUNCIL			
Resolution adopting a 2022 year-end budget amendment authorizing the re-allocation of funds in the 2022 budgets for certain revenues and expenditures exceeding their 2022 budgets			
Committee:	Finance considered on April 18, 2023.		
Fiscal Impact:	N/A		
File Number:	23-R20	Date:	April 24, 2023

Whereas, the Lake Geneva Common Council approved the 2022 General Fund Operating Budget for the City of Lake Geneva, and

Whereas, certain revenues and expenditures exceeded their 2022 General Fund Operating Budget amounts and re-allocation of those funds would be appropriate, and

Whereas, the Finance, Licensing and Regulation Committee reviewed the proposed budget amendments and found it is in the best interest of the City, and recommends that the City of Lake Geneva Common Council approve the amendment as found in attached Schedule “A”, as follows:

General Fund \$61,240

Now Therefore be it Resolved that the Lake Geneva Common Council adopt a budget amendment allowing for the re-allocation of funds.

Granted by action of the Common Council of the City of Lake Geneva this 24th day of April 2023.

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

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

Charlene Klein, Mayor

Date

Attest:

Lana Kropf, City Clerk

CITY OF LAKE GENEVA
PROPOSED BUDGET AMENDMENTS - 2022
SCHEDULE "A"

ACCOUNT NAME	ACCOUNT NUMBER	DEBIT	CREDIT
<u>GENERAL REVENUES</u>			
ROOM TAX	11-00-00-41210		24,215.00
<u>GENERAL GOVERNMENT</u>			
CONTINGENCY	11-10-00-57800		34,275.00
<u>CITY HALL BUILDING</u>			
CITY HALL MAINT SERVICE COSTS	11-16-10-53600		1,800.00
CITY HALL OFFICE SUPPLIES	11-16-10-53100		950.00
CITY HALL GAS HEAT	11-16-10-52240	6,700.00	
CITY HALL BUILDING REPAIRS	11-16-10-52400	15,500.00	
CH OFFICE EQUIPMENT CONTRACTS	11-16-10-55310	2,800.00	
CH POSTAGE METER RENT & EXPENSES	11-16-10-55320	1,950.00	
<u>DPW AND ENGINEERING</u>			
CITY ENGINEERING FEES	11-30-00-52160	23,500.00	
<u>MUSEUM</u>			
MAINTENANCE & REPAIRS	11-51-10-52400	10,790.00	
		61,240.00	61,240.00

RESOLUTION OF THE COMMON COUNCIL			
Resolution approving the assigned fund balance for the Parks Committee donations account as of 12/31/22.			
Committee:	Finance considered on April 18, 2023.		
Fiscal Impact:	N/A		
File Number:	23-R21	Date:	April 24, 2023

Whereas, the Parks Committee received donated and grant monies and interest in the amount of \$6,544.93 in 2022, and,

Whereas, the Parks Committee had \$20,306.45 in the Assigned Fund Balance-Parks account as of 1/1/22, and

Whereas, the Parks Committee spent \$8,740.84 of their donated and grant monies in 2022 and therefore, the 12/31/22 ending balance for this account should be adjusted to \$18,110.54, and

Now Therefore be it Resolved by the Lake Geneva Common Council to adopt this resolution to adjust the 2022 Fund Balance accounts as follows:

Increase Acct # 11-00-00-34800, Unassigned Fund Balance, by \$2,195.91

Decrease Acct # 11-00-00-34510, Assigned Fund Balance-Parks, by \$2,195.91

Granted by action of the Common Council of the City of Lake Geneva this 24th day of April, 2023.

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

Mayoral Action: ☐ Accept ☐ Veto

Charlene Klein, Mayor

Date

Attest:

Lana Kropf, City Clerk

ORDINANCE 23-03

AN ORDINANCE AMENDING SECTION 39-1, CREATION OF IMPACT FEE, SECTION 39-3, DEFINITIONS, SECTION 39-4, APPLICABILITY OF IMPACT FEE, SECTION 39-5, IMPACT FEE, SECTION 39-6, PAYMENT OF FEE, SECTION 39-7, SEGREGATION AND USE, AND SECTION 39-8, REFUND OF FEES PAID, ALL OF CHAPTER 39: IMPACT FEES OF MUNICIPAL CODE OF THE CITY OF LAKE GENEVA, WISCONSIN CONCERNING THE IMPOSITION AND REVISION OF IMPACT FEES.

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

1. That Section 39-1 Creation of impact fee, of Chapter 39: Impact Fees of the Municipal Code of the City of Lake Geneva, Wisconsin is hereby amended to read as follows:

This chapter is intended to impose an impact fee on development for the sanitary sewer utility, water utility, library, parks, and department of public works. The impact fee is intended to regulate the effect of new development on City infrastructure and services, the demand for which is generated by new development, or any improvements made to existing development. The purpose of this chapter is to regulate the use and development of land so as to assure that new development bears a proportionate share of the cost of capital expenditures necessary to provide essential facilities in the City.

2. That Section 39-3 Definitions, of Chapter 39: Impact Fees of the Municipal Code of the City of Lake Geneva, Wisconsin is hereby amended to read as follows:

As applied in this chapter, the following words and terms shall be used:

BUILDING PERMIT — Any permit required for new construction and additions pursuant to Chapter 14 of the Municipal Code.

CAPITAL BUDGET — A plan for capital expenditures, including commitments, to be incurred during the budget year.

CAPITAL IMPROVEMENTS PROGRAM (CIP) — A plan for capital expenditures, including commitments, to be incurred during the budget year and four years into the future.

CITY — The City of Lake Geneva, Walworth County, Wisconsin.

COUNCIL — The Common Council of the City of Lake Geneva.

DEVELOPMENT — Any change to improved or unimproved real property, the use of any

principal structure or land, or any other activity that requires the issuance of a building permit.

IMPACT FEE — Generally means a cash contribution imposed on a developer by the City, but could include contributions of land or interests in land or any other items of value.

MIXED USE DEVELOPMENT — The local use of land involving both residential and nonresidential development.

NONRESIDENTIAL DEVELOPMENT — Any local use of land for primarily industrial or commercial purposes, or which does not fall within the definition of residential development.

RESIDENTIAL EQUIVALENT UNIT (REU) — A (single-family residential and individual unit within a multifamily residential building) multiplier to be applied to the meter size calculation of a nonresidential unit to arrive at a net impact fee.

RESIDENTIAL UNIT — A dwelling which is a group of rooms, providing or intended to provide living quarters for not more than one family. Included are single-family residential dwellings and individual units within a multifamily residential building. A residential unit is one residential equivalent unit.

3. That Section 39-4 Applicability of impact fee, of Chapter 39: Impact Fees of the Municipal Code of the City of Lake Geneva, Wisconsin is hereby amended to read as follows:

This chapter shall be uniformly applicable to residential and nonresidential development which occurs within the City.

4. That Section 39-5 Impact fee, Applicability of impact fee, of Chapter 39: Impact Fees of the Municipal Code of the City of Lake Geneva, Wisconsin is hereby amended to read as follows:

Any developer creating or constructing land development within the City shall pay a fee to the City to provide for the capital costs necessary to provide facilities to serve this land development as follows:

- (a) For sanitary sewer utility facilities, each residential unit is required to pay an impact fee equal to one REU of \$4,513. Each nonresidential unit is required to pay per nonresidential unit an impact fee for one REU times a multiplier based upon meter size as follows:

REU	Meter Size
1.00	5/8-inch or 3/4-inch
2.5	1-inch

5.0	1.5-inch
8.0	2-inch
15.0	3-inch
25.0	4-inch
50.0	6-inch
80.0	8-inch
120.0	10-inch
160.0	12-inch

- (b) For water facilities, each residential unit is required to pay an impact fee equal to one REU of \$2,662. Each nonresidential unit is required to pay per nonresidential unit an impact fee for one REU times a multiplier based upon meter size as follows:

REU	Meter Size
1.00	5/8-inch or 3/4-inch
2.5	1-inch
5.0	1.5-inch
8.0	2-inch
15.0	3-inch
25.0	4-inch
50.0	6-inch
80.0	8-inch
120.0	10-inch
160.0	12-inch

- (c) For both water and wastewater facilities, any person who seeks to remodel or upgrade an existing nonresidential unit resulting in an upgrade in water meter size shall pay an impact fee equal to the difference between REU of the existing meter and new meter times the current impact fee.
- (d) For parks facilities, each residential unit is required to pay an impact fee of \$1,407.
- (e) For library facilities, each residential unit is required to pay an impact fee of \$756.
- (f) For department of public works facilities, each residential unit is required to pay an impact fee of \$2,870. Each nonresidential unit is required to pay an impact fee of \$530 per 1,000 square feet of building space.

5. That Section 39-6 Payment of fee, of Chapter 39: Impact Fees of the Municipal Code of the City of Lake Geneva, Wisconsin is hereby amended to read as follows:
- (a) The impact fee for residential and nonresidential units shall be assessed and become due prior to issuance of a building permit.
 - (b) If the total amount of impact fees due for a development will be more than \$75,000, a developer may defer payment of the impact fees for a period of 4 years from the date of the issuance of the building permit or until 6 months before the municipality incurs the costs to construct, expand, or improve the public facilities related to the development for which the fee was imposed, whichever is earlier. If the developer elects to defer payment under this paragraph, the developer shall maintain in force a bond or irrevocable letter of credit in the amount of the unpaid fees executed in the name of the municipality. A developer may not defer payment of impact fees for projects that have been previously approved.
 - (c) The impact fee for existing remodeled or upgraded residential and nonresidential units resulting in an upgrade in water meter size shall be assessed and become due prior to issuance of a water meter.
 - (d) Pursuant to agreement between the City and any party, said fee may be imposed upon such other mechanism that may be defined in said agreement.
6. That Section 39-7 Segregation and use, of Chapter 39: Impact Fees of the Municipal Code of the City of Lake Geneva, Wisconsin is hereby amended to read as follows:
- (a) All fees collected under this chapter shall be placed in a segregated, interest- bearing account and shall be accounted for separately from other funds of the City. The fees and any interest on the fees shall be spent only in accordance with this chapter.
 - (b) In the event that bonds or similar debt instruments are issued for advanced provision of capital facilities for which the impact fee may be expended, impact fees may be used to pay debt service on such bonds or similar debt instruments to the extent that the facilities provided are of the type described in Paragraph (a) above.
 - (c) At least once each fiscal year, the City Administrator shall present to the City Council a proposed capital improvement program assigning funds, including any accrued interest to fund improvements for the improvement of City facilities funds, including any accrued interest, not assigned in any fiscal year shall be retained in the same impact fee trust fund until the next fiscal year, except as provided by the refund provisions of this chapter.
 - (d) The impact fees imposed under this section shall be increased annually at the percent change of the U.S. Census Bureau Construction Price Index (CPI) for single-family houses under construction, for the twelve-month period preceding October of the prior year, with the adjustment effective January 1 of each year. The City Administrator or

designee shall calculate the adjusted fees and maintain a copy of the calculation and the adjusted impact fees in the office of the City Clerk.

7. That Section 39-8 Refund of fees paid, of Chapter 39: Impact Fees of the Municipal Code of the City of Lake Geneva, Wisconsin is hereby amended to read as follows:

Any funds not expended or encumbered by the end of the calendar quarter immediately following 8 years (10 years for sanitary sewer impact fees) from the date the impact fee was paid shall be returned to the original payer of such fees with any interest that has accumulated.

The 10-year time limit for using impact fees that is specified under this section may be extended for 3 years if the municipality adopts a resolution stating that, due to extenuating circumstances or hardship in meeting the 10-year limit, it needs an additional 3 years to use the impact fees that were collected. The resolution shall include detailed written findings that specify the extenuating circumstances or hardship that led to the need to adopt a resolution under this section. For purposes of the time limits in this subsection, an impact fee is paid on the date a developer obtains a bond or irrevocable letter of credit in the amount of the unpaid fees executed in the name of the municipality under section [\(39\)\(6\)\(b\)](#).

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

Adopted, passed, and approved by the Common Council of the City of Lake Geneva, Walworth County, Wisconsin, this ____ day of _____, 2023.

CHARLENE KLEIN, Mayor

Attest:

LANA KROPF, City Clerk

First Reading:
Second Reading:
Adopted:
Published:

Sec. 39-1. Creation of impact fee. [Ord. No. 04-17, § I, 4-26-2004]

This chapter is intended to impose an impact fee on development for the sanitary sewer utility, water utility, library, parks, and department of public works. The impact fee is intended to regulate the effect of new development on City infrastructure and services, the demand for which is generated by new development, or any improvements made to existing development. The purpose of this chapter is to regulate the use and development of land so as to assure that new development bears a proportionate share of the cost of capital expenditures necessary to provide essential facilities in the City.

Sec. 39-2. Authority. [Ord. No. 04-17, § I, 4-26-2004]

The City Council has the authority to adopt this chapter pursuant to W.S.A. § 66.0617.

Sec. 39-3. Definitions. [Ord. No. 04-17, § I, 4-26-2004]

As applied in this chapter, the following words and terms shall be used:

BUILDING PERMIT — Any permit required for new construction and additions pursuant to Chapter 14 of the Municipal Code.

CAPITAL BUDGET — A plan for capital expenditures, including commitments, to be incurred during the budget year.

CAPITAL IMPROVEMENTS PROGRAM (CIP) — A plan for capital expenditures, including commitments, to be incurred during the budget year and four years into the future.

CITY — The City of Lake Geneva, Walworth County, Wisconsin.

COUNCIL — The Common Council of the City of Lake Geneva.

DEVELOPMENT — Any change to improved or unimproved real property, the use of any principal structure or land, or any other activity that requires the issuance of a building permit.

IMPACT FEE — Generally means a cash contribution imposed on a developer by the City, but could include contributions of land or interests in land or any other items of value.

MIXED USE DEVELOPMENT — The local use of land involving both residential and nonresidential development.

NONRESIDENTIAL DEVELOPMENT — Any local use of land for primarily industrial or commercial purposes, or which does not fall within the definition of residential development.

RESIDENTIAL EQUIVALENT UNIT (REU) — A (single-family residential and individual unit within a multifamily residential building) multiplier to be applied to the meter size calculation of a nonresidential unit to arrive at a net impact fee.

RESIDENTIAL UNIT — A dwelling which is a group of rooms, providing or intended to provide living quarters for not more than one family. Included are single-family residential dwellings and individual units within a multifamily residential building. A residential unit is one residential equivalent unit.

Sec. 39-4. Applicability of impact fee. [Ord. No. 04-17, § I, 4-26-2004; amended 11-11-2013 by Ord. No. 13-21]

This chapter shall be uniformly applicable to residential and nonresidential development which occurs within the City.

Sec. 39-5. Impact fee. [Ord. No. 04-17, § I, 4-26-2004; Ord. No. 05-37, § I, 10-24-2005; amended 11-11-2013 by Ord. No. 13-21]

Any developer creating or constructing land development within the City shall pay a fee to the City to provide for the capital costs necessary to provide facilities to serve this land development as follows:

- (a) For sanitary sewer utility facilities, each residential unit is required to pay an impact fee equal to one REU of \$4,513. Each nonresidential unit is required to pay per nonresidential unit an impact fee for one REU times a multiplier based upon meter size as follows:

REU	Meter Size
1.0	5/8-inch or 3/4-inch
1.6	1-inch
5.7	1.5-inch
5.7	2-inch
14.3	3-inch
28.6	4-inch
57.1	6-inch
77.1	8-inch
114.3	10-inch

- (b) For water facilities, each residential unit is required to pay an impact fee equal to one REU of \$2,662. Each nonresidential unit is required to pay per nonresidential unit an impact fee for one REU times a multiplier based upon meter size as follows:

REU	Meter Size
1.0	5/8-inch or 3/4-inch

1.6	1-inch
5.7	1.5-inch
5.7	2-inch
14.3	3-inch
28.6	4-inch
57.1	6-inch
77.1	8-inch
114.3	10-inch

- (c) For both water and wastewater facilities, any person who seeks to remodel or upgrade an existing nonresidential unit resulting in an upgrade in water meter size shall pay an impact fee equal to the difference between REU of the existing meter and new meter times the current impact fee.
- (d) For parks facilities, each residential unit is required to pay an impact fee of \$1,407.
- (e) For library facilities, each residential unit is required to pay an impact fee of \$756.
- (f) For department of public works facilities, each residential unit is required to pay an impact fee of \$2,870. Each nonresidential unit is required to pay an impact fee of \$530 per 1,000 square feet of building space.

Sec. 39-6. Payment of fee. [Ord. No. 04-17, § I, 4-26-2004; Ord. No. 05-37, § II, 10-24-2005; amended 11-11-2013 by Ord. No. 13-21]

- (a) The impact fee for residential and nonresidential units shall be assessed and become due prior to issuance of a building permit.
- (b) If the total amount of impact fees due for a development will be more than \$75,000, a developer may defer payment of the impact fees for a period of 4 years from the date of the issuance of the building permit or until 6 months before the municipality incurs the costs to construct, expand, or improve the public facilities related to the development for which the fee was imposed, whichever is earlier. If the developer elects to defer payment under this paragraph, the developer shall maintain in force a bond or irrevocable letter of credit in the amount of the unpaid fees executed in the name of the municipality. A developer may not defer payment of impact fees for projects that have been previously approved.
- (c) The impact fee for existing remodeled or upgraded residential and nonresidential units resulting in an upgrade in water meter size shall be assessed and become due prior to issuance of a water meter.
- (d) Pursuant to agreement between the City and any party, said fee may be imposed upon such other mechanism that may be defined in said agreement.

Sec. 39-7. Segregation and use. [Ord. No. 04-17, § I, 4-26-2004]

- (a) All fees collected under this chapter shall be placed in a segregated, interest-bearing account and shall be accounted for separately from other funds of the City. The fees and any interest on the fees shall be spent only in accordance with this chapter.
- (b) In the event that bonds or similar debt instruments are issued for advanced provision of capital facilities for which the impact fee may be expended, impact fees may be used to pay debt service on such bonds or similar debt instruments to the extent that the facilities provided are of the type described in Paragraph (a) above.
- (c) At least once each fiscal year, the City Administrator shall present to the City Council a proposed capital improvement program assigning funds, including any accrued interest to fund improvements for the improvement of City facilities funds, including any accrued interest, not assigned in any fiscal year shall be retained in the same impact fee trust fund until the next fiscal year, except as provided by the refund provisions of this chapter.
- (d) The impact fees imposed under this section shall be increased annually at the percent change of the U.S. Census Bureau Construction Price Index (CPI) for single-family houses under construction, for the twelve-month period preceding October of the prior year, with the adjustment effective January 1 of each year. The City Administrator or designee shall calculate the adjusted fees and maintain a copy of the calculation and the adjusted impact fees in the office of the City Clerk.

Sec. 39-8. Refund of fees paid. [Ord. No. 04-17, § I, 4-26-2004]

Any funds not expended or encumbered by the end of the calendar quarter immediately following 8 years (10 years for sanitary sewer impact fees) from the date the impact fee was paid shall be returned to the original payer of such fees with any interest that has accumulated.

The 10-year time limit for using impact fees that is specified under this section may be extended for 3 years if the municipality adopts a resolution stating that, due to extenuating circumstances or hardship in meeting the 10-year limit, it needs an additional 3 years to use the impact fees that were collected. The resolution shall include detailed written findings that specify the extenuating circumstances or hardship that led to the need to adopt a resolution under this section. For purposes of the time limits in this subsection, an impact fee is paid on the date a developer obtains a bond or irrevocable letter of credit in the amount of the unpaid fees executed in the name of the municipality under section [\(39\)\(6\)\(b\)](#).

Sec. 39-9. Exemptions. [Ord. No. 04-17, § I, 4-26-2004]

The following shall be exempted from payment of the impact fee:

- (1) Alterations or expansion of an existing building where no additional residential units or sewer connections are requested and where the use is not changed.
- (2) The replacement of a building or structure with a new building or structure of the same size where number of dwelling units and/or number of sewer connections remains unchanged.

Any claim of exemption must be made no later than the time of application for creation or subdivision of the lot. Any claim not so made shall be deemed waived.

Sec. 39-10. Appeal. [Ord. No. 04-17, § I, 4-26-2004]

Any property owner aggrieved by the amount, collection, or use of fees collected for that property may appeal the determination to the City Council by making a written request to the City Clerk for review of the determination to the Council. The request shall detail the owner's complaint about the amount, collection or use of the fees and provide the name and address of the owner complaining. The Clerk shall give the owner seven days written notice by certified mail at the address provided of when the matter will be reviewed by the City Council. The owner shall be given a reasonable opportunity to address the Council following which the Clerk shall give the owner written notification by mail to the address provided of the Council's decision on the appeal.

ORDINANCE 23-02

AN ORDINANCE AMENDING CHAPTER 98, CITY OF LAKE GENEVA ZONING ORDINANCE ARTICLE 2 LAND USE REGULATIONS, SECTIONS 98-203(1)-(9) TABLE OF LAND USES, ADDING A COLUMN FOR “EXTRACTION/DISPOSAL”, AND SEC. 98-905 SUBSECTION (5) REVIEW, PUBLIC HEARING, AND RECOMMENDATION BY THE PLAN COMMISSION, SUB-SUBSECTION(d) REMOVING A REFERENCE TO SUB-SUBSECTION (B), ALL OF THE MUNICIPAL CODE OF THE CITY OF LAKE GENEVA, WISCONSIN .

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

1. That Tables 98-203(1), (2), (3), (4), (5), (6), (7), (8), and (9), of section 98-203 Table of Land Uses of the City of Lake Geneva Zoning Ordinance are hereby amended to read as follows:

Section 98-203 Tables of Land Uses

This Chapter regulates the location of land uses to specific zoning districts through the use of the Tables of Land Uses contained in this Section (See the following pages for Tables).

Table 98-203(1) Tables of Land Uses																		
P = Permitted by Right in a Conventional Development (See 98-206(1)(a).) C = Permitted as a Conditional Use (See Section 98-905) CI = Permitted as a Conditional Use in a Cluster Development (See Section 98-206(1)(b)) I = Permitted as a Conditional Use in an Institutional Residential Development (See 98-206(1)(c)) M = Permitted as a Conditional Use within a Mobile Home Development or Park (See 98-206 (1)(d) or (e)) + = Permitted as a Conditional Use until 365 days after the Effective Date of this Zoning Ordinance																		
Zoning District Abbreviations																		Type of Land Use
RH	ac ₅ CR	¹ ER	³ SR	⁴ SR	⁶ TR	⁸ MR	NO	PO	NB	PB	GB	CB	PI	GI	HI	PB P	EX	
																		DWELLING UNIT TYPES (SEE 98-034)
P	P	P	P	P	P	P	P		P									(1) Single-Family Detached 35 acre lot
	P	P	P	P	P	P	P		P									(2) Single-Family Detached 5 acre lot
	CI	P	P	P	P	P	P		P									(3) Single-Family Detached 40,000 sf lot
			P	P	P	P	P		P									(4) Single-Family Detached 15,000 sf lot
				P	P	P	P		P									(5) Single-Family Detached 9,000 sf lot

				+	P	P	C		C								(6) Twin Homes/Duplex 6,000 sf per du
				+	C	P	C		C								(7) Two-Flat 9,000 sf lot
						P	C		C								(8) Townhouse 4,500 sf lot
						P	C		C								(9) Multiplex 4,500 sf per du
						P	C		C								(10) Apartment 4,500 sf per du
						I	I	I	I	I	I	I					(11) Institutional Residential 9,000 sf lot
					M												(12) Mobile Home 9,000 sf lot
RH Rural Holding					TR Two-family Res					NB Neighborhood Business					PI Planned Industrial		
CR Countryside Res					MR Multi-family Res					PB Planned Business					GI General Industrial		
ER Estate Residential					NO Neighborhood Office					GB General Business					HI Heavy Industrial		
SR Single-family Res					PO Planned Office					CB Central Business					PBP Planned Business Park		
EX Extraction/Disposal																	

Table 98-203(2) and (3) Tables of Land Uses																		
P = Permitted by Right (98-202(2))									C = Permitted as a Conditional Use (98-202(4))									
Zoning District Abbreviations																		
RH	ac ₅ CR	¹ ER	³ SR	⁴ SR	⁶ TR	⁸ MR	NO	PO	NB	PB	GB	CB	PI	GI	HI	PB P	EX	Type of Land Use
																		NONRESIDENTIAL LAND USES
																		AGRICULTURAL USES (98-206(2)(<u> </u>))
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P		(a) Cultivation
C																		(b) Husbandry
C																		(c) Intensive Agriculture
C															C			(d) Agricultural Services
P																		(e) On-Site Agricultural Retail
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			(f) Selective Cutting
C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C			(g) Clear Cutting
																		INSTITUTIONAL USES (98-206(3)(<u> </u>))
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P		(a) Passive Outdoor Public Recreational
P	P	P	P	P	P	P	P	P	P	P	P	P	P					(b) Active Outdoor Public Recreational
C	C	C	C	C	C	C	P	P	P	P	P	P	P					(c) Indoor Institutional
C	C	C	C	C	C	C	C	C	C	C	C	C	C					(d) Outdoor Institutional
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P		(e) Public Services and Utilities
						C	C	C	C	C	C	C						(f) Institutional Residential

P	P	P	P	P	P	P	C		C									(g) Community Living Arrangement (1-8 res.)
	C	C	C	C	P	P	C	C	C									(h) Community Living Arrangement (9-15)
						C	C	C	C									(i) Community Living Arrangement (16+)
RH Rural Holding						TR Two-family Res						NB Neighborhood Business						PI Planned Industrial
CR Countryside Res						MR Multi-family Res						PB Planned Business						GI General Industrial
ER Estate Residential						NO Neighborhood Office						GB General Business						HI Heavy Industrial
SR Single-family Res						PO Planned Office						CB Central Business						PBP Planned Business Park
EX Extraction/Disposal																		

Table 98-203(4) Tables of Land Uses

P = Permitted by Right (98-202(2)) C = Permitted as a Conditional Use (98-202(4))

Zoning District Abbreviations

RH	ac ₅ CR	1 ER	2 SR	4 SR	6 TR	8 MR	NO	PO	NB	PB	GB	CB	PI	GI	HI	PB P	EX	Type of Land Use
																		COMMERCIAL USES (98-206(4)(L))
							P	P	P	P	P	P	P	P	P	P	P	(a) Office
							P	P	P	P	P	P	P			P		(b) Personal or Professional Services
							C	C	P	P	P	P	C					(c) Indoor Sales or Services
										C	C	C						(d) Outdoor Display (Ord. No. 01-19 2/12/01)
									P	P	P	P	P	P	P		P	(e) Indoor Maintenance Service
															C	C	P	(f) Outdoor Maintenance Service
								C	C	C	C	C						(g) In-Vehicle Sales or Service
							P	P	P	P	P	P	P					(h) Indoor Commercial Entertainment, Small Scale
							C	C	C	C	C	C	C					(i) Indoor Commercial Entertainment, Large Scale
C							C	C	C	C	C	C	C					(j) Outdoor Commercial Entertainment
C										C	C		C	C		C		(k) Commercial Animal Boarding

								C		C	C	C					(l) Commercial Indoor Entertainment Lodging
C	C	C	C	C	C	C	C		C	C	C	C					(m) Bed and Breakfast Establishments
					C	C	C	C	C	C	C	C	C	C		C	(n) Group Day Care Center (9+children)
C																	(o) Campground
						C	C		C		C	C					(p) Boarding House
															C		(q) Sexually-Oriented Land Use
										C	C			C	C		(r) Vehicle Repair and Maintenance
C										C							(s) Intensive Outdoor Recreation
							C	C	C	C	C	C	C			C	(t) Physical Activity Studio
							P	P	P	P	P	P	P				(u) Personal or Professional Service involving tattoos and permanent cosmetics above the clavicle.
RH Rural Holding							TR Two-family Res					NB Neighborhood Business					PI Planned Industrial
CR Countryside Res							MR Multi-family Res					PB Planned Business					GI General Industrial
ER Estate Residential							NO Neighborhood Office					GB General Business					HI Heavy Industrial
SR Single-family Res							PO Planned Office					CB Central Business					PBP Planned Business Park
EX Extraction/Disposal																	

Table 98-203(5), (6) and (7) Tables of Land Uses																		
P = Permitted by Right (98-202(2))										C = Permitted as a Conditional Use (98-202(4))								
Zoning District Abbreviations																	Type of Land Use	
RH	ac ₅ CR	1 ER	3 SR	4 SR	6 TR	8 MR	NO	PO	NB	PB	GB	CB	PI	GI	HI	PB P	EX	
																		STORAGE/DISPOSAL (98-206(5)(L))
													P	P	P		P	(a) Indoor Storage or Wholesaling (Ord. No. 01-19 2/12/01)

														C	P		P	(b) Outdoor Storage or Wholesaling					
														C	C			(c) Personal Storage Facility					
																	C	(d) Junkyard or Salvage Yard					
																	C	(e) Waste Disposal Facility					
																	C	(f) Composting Operation					
																		TRANSPORTATION USES (98-206(6)())					
										P	P			P	P			(a) Off-Site Parking Lot					
C								C					C	C	C			(b) Airport/Heliport					
														C	C			(c) Freight Terminal					
													C	P	P			(d) Distribution Center					
																		INDUSTRIAL USES (98-206(7)())					
													P	P	P			(a) Light Industrial					
															P			(b) Heavy Industrial					
C													C	C	C			(c) Communication Tower					
																	C	(d) Extraction Use					
RH Rural Holding						TR Two-family Res						NB Neighborhood Business						PI Planned Industrial					
CR Countryside Res						MR Multi-family Res						PB Planned Business						GI General Industrial					
ER Estate Residential						NO Neighborhood Office						GB General Business						HI Heavy Industrial					
SR Single-family Res						PO Planned Office						CB Central Business						PBP Planned Business Park					
EX Extraction/Disposal																							

Table 98-203(8) Tables of Land Uses																					
P = Permitted by Right (98-202(2))											C = Permitted as a Conditional Use (98-202(4))										
Zoning District Abbreviations																		Type of Land Use			
RH	ac ₅ CR	1 ER	3 SR	4 SR	6 TR	8 MR	NO	PO	NB	PB	GB	CB	PI	GI	HI	PB P	EX				
																		ACCESSORY USES (98-206(8)(_))			
									C	C	C	C						(a) Commercial Airport			
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			(b) Farm Residence			
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			(c) Private Residential Garage or Shed			

							P	P	P	P	P	P	P	P	P			(d) Company Cafeteria
							P/C	P/C		P/C	P/C	P/C	P/C	P/C	P/C			(e) Company Provide On-Site Recreation
C										C	C							(f) Outdoor Display Incidental
							C	C	C	C	C	C	C					(g) In-Vehicle Sales and Services
													P	P	P			(h) Indoor Sales Incident to Light Ind. Use
									C	C	C	C						(i) Light Ind. Incidental to Indoor Sales
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			(j) Home Occupation
P	P	P	P	P	P	P												(k) Family Day Care Home (4-8 children)
C	C	C	C	C	C	C												(l) Intermediate Day Care Home (8-15 children)
C																C		(m) Migrant Labor Camp
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			(n) On-Site Parking Lot
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			(o) Private Residential Recreational Facility
C	C	C																(p) Private Residential Kennel
C																		(q) Private Residential Stable
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			(r) Drainage Structure
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			(s) Filling
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			(t) Lawn Care of Subject Property
C	C	C																(u) Septic Systems
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			(v) Exterior Communication Devices
	C	C																(w) Caretaker's Residence
C	C	C	C	C	C	C												(x) Second Private Residential Garage
P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P			(y) Tourist Rooming House
RH Rural Holding							TR Two-family Res					NB Neighborhood Business					PI Planned Industrial	
CR Countryside Res							MR Multi-family Res					PB Planned Business					GI General Industrial	
ER Estate Residential							NO Neighborhood Office					GB General Business					HI Heavy Industrial	
SR Single-family Res							PO Planned Office					CB Central Business					PBP Planned Business Park	
EX Extraction/Disposal																		

Table 98-203(9) Tables of Land Uses

T = Permitted as a Temporary Use (98-202(6))

Zoning District Abbreviations

RH	ac ₅ CR	¹ ER	³ SR	⁴ SR	⁶ TR	⁸ MR	NO	PO	NB	PB	GB	CB	PI	GI	HI	PB P	EX	Type of Land Use
																		TEMPORARY USES (98- 206(9)(L))

									T	T	T	T						(a) General Temporary Outdoor Sales
T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T			(b) Outdoor Assembly
T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T			(c) Contractor's Project Office
T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T		(d) Contractor's On-Site Equipment Storage
							T	T	T	T	T	T	T	T	T	T		(e) Relocate-able Residence
T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T	T		(f) On-Site Real Estate Sales Office
T									T	T	T	T	T	T				(g) Outdoor Sales of Farm Products
RH Rural Holding							TR Two-family Res							NB Neighborhood Business				PI Planned Industrial
CR Countryside Res							MR Multi-family Res							PB Planned Business				GI General Industrial
ER Estate Residential							NO Neighborhood Office							GB General Business				HI Heavy Industrial
SR Single-family Res							PO Planned Office							CB Central Business				PBP Planned Business Park
EX Extraction/Disposal																		

2. That sub-subsection (d) of subsection (5) Review, public hearing, and recommendation by the plan commission is amended to read as follows:

(d) If the Plan Commission fails to make a report within 60 days after the filing of said complete application [and in the absence of an applicant-approved extension **per (b), above**], then the Common Council may hold a public hearing within 30 days after the expiration of said sixty-day period. Failure to receive said written report from the Plan Commission per Subsection (5)(a), above, shall not invalidate the proceedings or actions of the Common Council. If such a public hearing is necessary, the Common Council shall provide notice per the requirements of Subsection (a), above. State Law Reference: Section 62.23(7)(de).

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

Adopted, passed, and approved by the Common Council of the City of Lake Geneva, Walworth County, Wisconsin, this 24th day of April, 2023.

CHARLENE KLEIN, Mayor

Attest:

LANA KROPF, City Clerk

First Reading:
Second Reading:
Adopted:
Published:

• 1

To (Owner):	City of Lake Geneva	From (Contractor):	Asphalt Contractors	Via (Engineer):	MSA Professional Services, Inc.	
Project:	2023 Mariane Terrace and Pine Tree Lane Improvements	Contract:				
Owner's Contract No.:		Contractor's Project No.:		Engineer's Project No.:	19995004	

Application For Payment

Change Order Summary

Approved Change Orders		
Number	Additions	Deductions
I	\$ 4,830.00	
TOTALS	\$ 4,830.00	\$
NET CHANGE BY CHANGE ORDERS	\$	4,830.00

1.	ORIGINAL CONTRACT PRICE.....	\$	\$1,012,080.34
2.	Net change by Change Orders.....	\$	\$4,830.00
3.	Current Contract Price (Line 1 ± 2).....	\$	\$1,016,910.34
4.	TOTAL COMPLETED AND STORED TO DATE (Column F or I total on Progress Estimates).....	\$	\$178,451.77
5.	RETAINAGE:		
	a. 5% X \$178,451.77 Work Completed.....	\$	\$8,922.59
	b. 0% X _____ Stored Material.....	\$	
	c. Total Retainage (Line 5.a + Line 5.b).....	\$	\$8,922.59
6.	AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....	\$	\$169,529.18
7.	LESS PREVIOUS PAYMENTS (Line 6 from prior Application).....	\$	
8.	AMOUNT DUE THIS APPLICATION.....	\$	\$169,529.18
9.	BALANCE TO FINISH, PLUS RETAINAGE (Column [G for LS] or [J for UP] total on Progress Estimates + Line 5.c above).....	\$	\$838,458.57

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

- (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 the Work covered by prior Applications for Payment;
- (2) Title to 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 the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor Signature

By: <u>William Laif</u>	Date: <u>4/6/2023</u>
-------------------------	-----------------------

Payment of:

\$ \$169,529.18

is recommended by:

(Line 8 or other - attach explanation of the other amount)

Matthew Watson 4/6/2023

(Engineer) (Date)

Payment of:

S _____
(Line 8 or other - attach explanation of the other amount)

is approved by:

(Owner) _____
(Date)

Approved by:

 Funding or Financing Entity (if applicable) (Date)

Progress Estimate - Unit Price Work

For (Contract): 2023 Mariane Terrace and Pine Tree Lane Improvements

Application Period: 1/0/1900

A						B	C	D	E	F	G
Item			Contract Information				Work Completed to Date				
Bid Item No.	Spec. Item No.	Description	Item Quantity	Units	Unit Price	Total Value of Item (\$)	Quantities from Previous Pay Applications	Estimated Quantities Installed this Pay Period	Value of Work Installed this Pay Period	Total Estimated Quantity Installed	Value of Work Installed to Date
1		Mobilization/Bonds/Insurance	1	LS	\$48,000.00	\$48,000.00	0	0.50	\$24,000.00	0.50	\$24,000.00
2		Clearing and Grubbing	1	LS	\$1,000.00	\$1,000.00	0	0.00	\$0.00		\$0.00
3		Traffic Control	1	LS	\$5,000.00	\$5,000.00	0	0.50	\$2,500.00	0.50	\$2,500.00
4		Asphalt Pavement Removal	4,590	SY	\$3.75	\$17,212.50	0	4279.78	\$16,049.18	4279.78	\$16,049.18
5		Concrete Pavement Removal	5,500	SF	\$1.50	\$8,250.00	0	1882.20	\$2,823.29	1882.20	\$2,823.29
6		Remove & Salvage Driveway Brick	175	SF	\$5.50	\$962.50	0		\$0.00		\$0.00
7		Remove Existing Storm Water Structure	1	LS	\$1,575.00	\$1,575.00	0		\$0.00		\$0.00
8		Remove, Salvage & Reinstall Mailbox	27	EA	\$200.00	\$5,400.00	0	17.00	\$3,400.00	17.00	\$3,400.00
9		Remove, Salvage & Reinstall Sign	3	EA	\$165.00	\$495.00	0		\$0.00		\$0.00
10		Remove, Salvage & Reinstall Landscaping Rocks	1	LS	\$800.00	\$800.00	0		\$0.00		\$0.00
11		Remove, Salvage & Reinstall Fence, 705 Pine Tree Ln	85	LF	\$68.24	\$5,800.40	0		\$0.00		\$0.00
12		Unclassified Excavation	1	LS	\$68,000.00	\$68,000.00	0		\$0.00		\$0.00
13		Remove, Salvage & Reinstall Boulder Retaining Wall, 815 Pine Tr	1	LS	\$5,800.00	\$5,800.00	0		\$0.00		\$0.00
14		Adjust Manhole Casting	6	EA	\$1,785.00	\$10,710.00	0		\$0.00		\$0.00
15		Excavation Below Subgrade (EBS)	475	CY	\$28.00	\$13,300.00	0		\$0.00		\$0.00
16		Breaker Run W/Fabric (EBS)	475	CY	\$50.00	\$23,750.00	0		\$0.00		\$0.00
17		Dense Graded Base	5,110	TON	\$26.00	\$132,860.00	0		\$0.00		\$0.00
18		Concrete Curb & Gutter, 30-Inch	1,200	LF	\$25.50	\$30,600.00	0		\$0.00		\$0.00
19		Concrete Curb & Gutter, 30-Inch Mountable	300	LF	\$23.00	\$6,900.00	0		\$0.00		\$0.00
20		Concrete Curb & Gutter, 24-Inch Ribbon	1,010	LF	\$18.00	\$18,180.00	0		\$0.00		\$0.00
21		Concrete Flume, STA 54+50lt	1	EA	\$2,500.00	\$2,500.00	0		\$0.00		\$0.00
22		Concrete Sidewalk, 4-Inch Thick	310	SF	\$11.00	\$3,410.00	0		\$0.00		\$0.00
23		Concrete Sidewalk, 6-Inch Thick	110	SF	\$12.00	\$1,320.00	0		\$0.00		\$0.00
24		Concrete Drive Aprons and Driveways, 6-Inch Thick	7,100	SF	\$9.00	\$63,900.00	0		\$0.00		\$0.00
25		Detectable Warning Field	20	SF	\$40.00	\$800.00	0		\$0.00		\$0.00
26		Asphaltic Pavement, 2.0-Inch Thick Binder Course	525	TON	\$87.50	\$45,937.50	0		\$0.00		\$0.00
27		Asphaltic Pavement, 2.0-Inch Thick Surface Course	525	TON	\$90.20	\$47,355.00	0		\$0.00		\$0.00
28		Asphaltic Pavement, 3.0-Inch Thick Driveway	30	TON	\$130.00	\$3,900.00	0		\$0.00		\$0.00
28.1		Stop Bar Pavement Marking, 6-Inch White Epoxy	145	LF	\$22.50	\$3,262.50	0		\$0.00		\$0.00
28.2		Cross Walk Pavement Markings, 4-Inch White Epoxy	35	LF	\$21.50	\$752.50	0		\$0.00		\$0.00
29		2 Ft x 3 Ft Inlet	6	EA	\$2,940.00	\$17,640.00	0		\$0.00		\$0.00
30		48-Inch Storm Manhole	3	EA	\$3,675.00	\$11,025.00	0		\$0.00		\$0.00
31		18-Inch RCP Storm Pipe	100	LF	\$80.85	\$8,085.00	0		\$0.00		\$0.00
32		12-Inch RCP Storm Pipe	50	LF	\$79.80	\$3,990.00	0		\$0.00		\$0.00
33		Connect to Existing Storm Sewer	1	LS	\$788.00	\$788.00	0		\$0.00		\$0.00
34		Inlet Protection, Type-D	20	EA	\$145.00	\$2,900.00	0	10.00	\$1,450.00	10.00	\$1,450.00

EJCDC® C-620 Contractor's Application for Payment

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Progress Estimate - Unit Price Work

For (Contract): 2023 Mariane Terrace and Pine Tree Lane Improvements											
Application Period: 1/0/1900											
A						B	C	D	E	F	G
Item			Contract Information				Work Completed to Date				
Bid Item No.	Spec. Item No.	Description	Item Quantity	Units	Unit Price	Total Value of Item (\$)	Quantities from Previous Pay Applications	Estimated Quantities Installed this Pay Period	Value of Work Installed this Pay Period	Total Estimated Quantity Installed	Value of Work Installed to Date
35		Topsoil, Seed, Fertilize, Erosion Mat Class I Type B, Urban	1,400	SY	\$8.50	\$11,900.00	0		\$0.00		\$0.00
36		Silt Fence	500	LF	\$2.50	\$1,250.00	0	385.00	\$962.50	385.00	\$962.50
37		Rip-Rap, Heavy Duty	12	CY	\$130.00	\$1,560.00	0		\$0.00		\$0.00
38		Valve Box, Top Section, Undistributed	13	EA	\$341.00	\$4,433.00	0		\$0.00		\$0.00
39		8- Inch C900 PVC Watermain	1,405	LF	\$113.40	\$159,327.00	0	775.00	\$87,885.00	775.00	\$87,885.00
40		6- Inch DI Watermain	60	LF	\$130.20	\$7,812.00	0	24.00	\$3,124.80	24.00	\$3,124.80
41		8- Inch Gate Valve and Box	4	EA	\$3,060.00	\$12,240.00	0	1.00	\$3,060.00	1.00	\$3,060.00
42		6- Inch Gate Valve and Box	4	EA	\$2,241.00	\$8,964.00	0	2.00	\$4,482.00	2.00	\$4,482.00
43		Complete Hydrant Assembly	4	EA	\$9,550.00	\$38,200.00	0	2.00	\$19,100.00	2.00	\$19,100.00
44		8- Inch x 6- Inch DI Tee	4	EA	\$855.00	\$3,420.00	0	2.00	\$1,710.00	2.00	\$1,710.00
45		8- Inch DI Bend, 11.25 Degree	3	EA	\$642.00	\$1,926.00	0	1.00	\$642.00	1.00	\$642.00
46		8- Inch D.I. Bend, 22.5 Degree	1	EA	\$666.00	\$666.00	0		\$0.00		\$0.00
47		8- Inch D.I. Bend, 45 Degree	4	EA	\$666.00	\$2,664.00	0	1.00	\$666.00	1.00	\$666.00
48		8- Inch D.I. Cap	1	EA	\$490.00	\$490.00	0		\$0.00		\$0.00
48.1		1- Inch Polyethylene Water Service and Connection	840	LF	\$84.00	\$70,560.00	0		\$0.00		\$0.00
49		1- Inch Curb Stop and Box	30	EA	\$468.00	\$14,040.00	0		\$0.00		\$0.00
50		1- Inch Water Service Tap with Corporation	30	EA	\$1,325.00	\$39,750.00	0		\$0.00		\$0.00
51		Connect to Existing Watermain	1	EA	\$4,147.00	\$4,147.00	0	1.00	\$4,147.00	1.00	\$4,147.00
52		Abandon Existing Watermain Facilities	1	LS	\$6,285.00	\$6,285.00	0		\$0.00		\$0.00
53		Insulation, Rigid, 2- Inch Thick	64	SF	\$4.46	\$285.44	0		\$0.00		\$0.00
Contract Totals						\$1,012,080.34			\$176,001.77		\$176,001.77

CHANGEORDERS

1		Bio rolls/straw wattles (Change Order #1)	350	LF	\$9.80	\$ 3,430.00	0	250	\$2,450.00	250	\$2,450.00
2		Utility Line Opening (Change Order #1)	2	EA	\$700.00	\$ 1,400.00	0		\$0.00		\$0.00
3						\$ -			\$0.00		\$0.00
4						\$ -			\$0.00		\$0.00
5						\$ -			\$0.00		\$0.00
6						\$ -			\$0.00		\$0.00
7						\$ -			\$0.00		\$0.00
8						\$ -			\$0.00		\$0.00
9						\$ -			\$0.00		\$0.00
10						\$ -			\$0.00		\$0.00
Change Order Totals						\$4,830.00			\$2,450.00		\$2,450.00
TOTALS						\$1,016,910.34			\$178,451.77		\$178,451.77

Original Alcohol Beverage Retail License Application

(Submit to municipal clerk.)

For the license period beginning: _____ ending: 06/30/2024
(mm dd yyyy) (mm dd yyyy)

To the Governing Body of the: ☐ Town of } City of Lake Geneva
☐ Village of }
☒ City of }

County of Walworth Aldermanic Dist. No. _____
(if required by ordinance)

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

Applicant's Wisconsin Seller's Permit Number 456-1031299569-04	
FEIN Number 92-1599760	
TYPE OF LICENSE REQUESTED	FEE
☐ Class A beer	\$
☒ Class B beer	\$ 100
☒ Class C wine	\$ 100
☐ Class A liquor	\$
☐ Class A liquor (cider only)	\$ N/A
☐ Class B liquor	\$
☐ Reserve Class B liquor	\$
☐ Class B (wine only) winery	\$
Publication fee	\$ 25
TOTAL FEE	\$ 225

Name (individual / partners give last name, first, middle; corporations / limited liability companies give registered name)
Jennison Kurt Russell ; Lake Geneva Billiard Club Inc.

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)
Jennison	Kurt	Russell
Vice President / Member Last Name	(First)	(Middle Name)
Secretary / Member Last Name	(First)	(Middle Name)
Treasurer / Member Last Name	(First)	(Middle Name)
Agent Last Name	(First)	(Middle Name)
Jennison	Kurt	Russell
Directors / Managers Last Name	(First)	(Middle Name)

1. Trade Name Lake Geneva Billiard Club Inc. Business Phone Number 262-745-8893

2. Address of Premises 772 W Main St Suite 01 Lake Geneva Post Office & Zip Code 53147

3. 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 only be sold from behind the bar area as shown on the map of suite 01 of 772 W. Main St Lake Geneva, WI.

All beverages will be stored on premise in the storage area shown on the map or in the overflow beer coolers behind the bar.

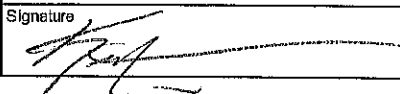
4. Legal description (omit if street address is given above): _____

5. (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
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 _____ and date _____ 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.) Jennison Kurt R	Title/Member Owner	Date 04/05/23
Signature 		

TO BE COMPLETED BY CLERK

Date received and filed with municipal clerk April 6, 2023	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)
Jennison Kurt Russell

- ☒ Applying for an alcohol beverage license as an **individual**.
☐ A member of a **partnership** which is making application for an alcohol beverage license.

☐ _____ of _____
(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 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
IAMACOMEBACK	7810 Goldenview Cir. Amaril	09/01/2018	04/06/2023
Employer's Name	Employer's Address	Employed From	To
Woodstock HD, KTM, Tri	2235 S Eastwood Rd. Woodsto	08/15/2014	08/15/2018

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)

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 Billiard Club Inc.
(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 Lake Geneva Billiard Club Inc.

(Trade Name)
located at 772 W. Main St Lake Geneva, WI. 53147 Suite 01

appoints Kurt Jennison

(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).

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 Years

Place of residence last year

For: Lake Geneva Billiard Club Inc.

(Name of Corporation / Organization / Limited Liability Company)

By:

(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, Kurt Jennison, 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.

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 04/11/2023 by E. [Signature] Title Chief of Police
(Date) (Signature of Proper Local Official) (Town Chair, Village President, Police Chief)



LEARN 2 SERVE™

CERTIFICATE OF COMPLETION

This certifies that

Kurt Jennison

is awarded this certificate for

Wisconsin Responsible Beverage Server Training



Completion Date
04/05/2023



Expiration Date
04/04/2025



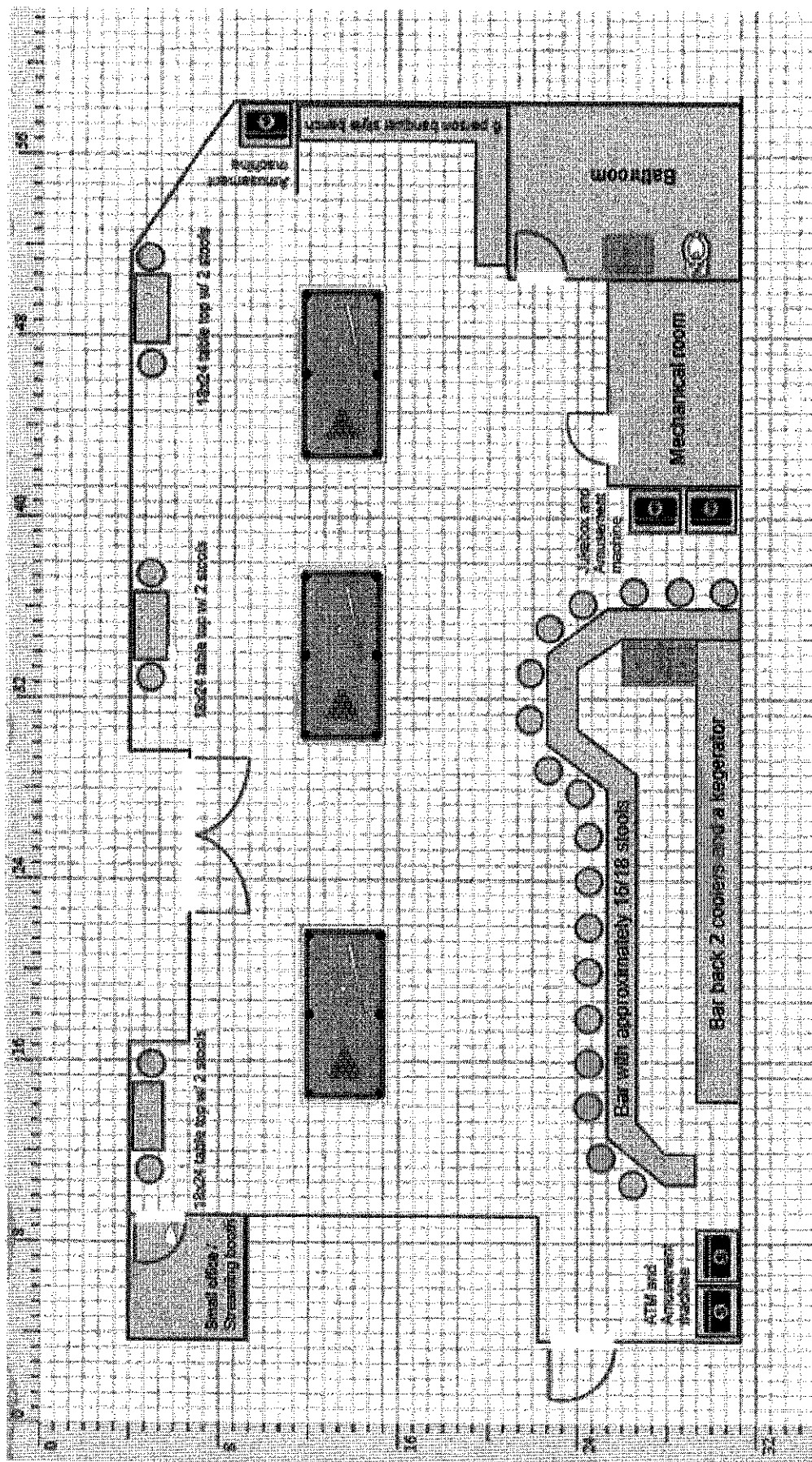
Certificate #
WI-00611131

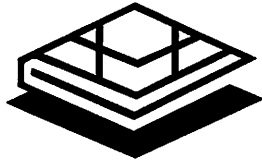


Official Signature

This certificate is non-transfereable and represents the successful completion of an approved Wisconsin Department of Revenue Responsible Beverage Server Course in compliance with secs. 125.04(5)(a)5., 125.17(6), and 134.66(2m), Wis. Stats.

5000 Plaza on the Lake, Suite 305 | Austin, TX 78746 | 877.881.2235 | www.360training.com





LAKE GENEVA PUBLIC LIBRARY

MEMO

Date: February 10, 2023

To: Public Works Committee

Cc: City Administrator, Finance Director/Comptroller, Mayor, Parking Manager

From: Dennis Lyon, Library Board President

To the PWC:

The Library Board unanimously approved proceeding with a City capital-funded parking lot on the east end of the library building at our Board meeting on February 9, 2023.

Our goals for this project include:

- improving access to the Lake Geneva Public Library for patrons, in particular non-(City)resident, Walworth County patrons whose library usage (number of physical items checked out) is reimbursed by the County (a major source of library funding);
- encouraging use of the Lake Geneva Public Library by all community members per the Library's mission of lifelong learning and access to information for everyone;
- alleviating the scarcity of City parking at times the proposed library lot is not in use by the Library (when the Library is closed - including all day on Sundays);
- increasing funding the Library receives from county resident usage;
- increasing parking revenue with new stalls to compensate for lost parking stalls when Hwy 50 reconstruction is in progress/completed.

It is our understanding:

- City of Lake Geneva undesignated capital funds can be used for the engineering and construction costs of this project;
- maintenance and snow removal will be handled by the Library and built into future operating budget requests;
- Public Works and Library leadership will collaborate with engineers and other City staff to ensure zoning and other requirements are met, and with the Library Board to ensure design, environmental impact, and aesthetics are approved by the Library Board;
- the Library Board and City of Lake Geneva will enter into a Board- and Council-approved Memorandum of Understanding regarding the details of use of the proposed library parking lot;
- that completion of the parking lot would be targeted for fall of this year.

Thank you for your consideration of this parking lot. We are especially grateful for the assistance and information provided by Director Tom Earle, Finance Director/Comptroller Laura Pisarcik, and Parking Manager Seth Elder, and look forward to collaborating with DPW and the City of Lake Geneva on this project.

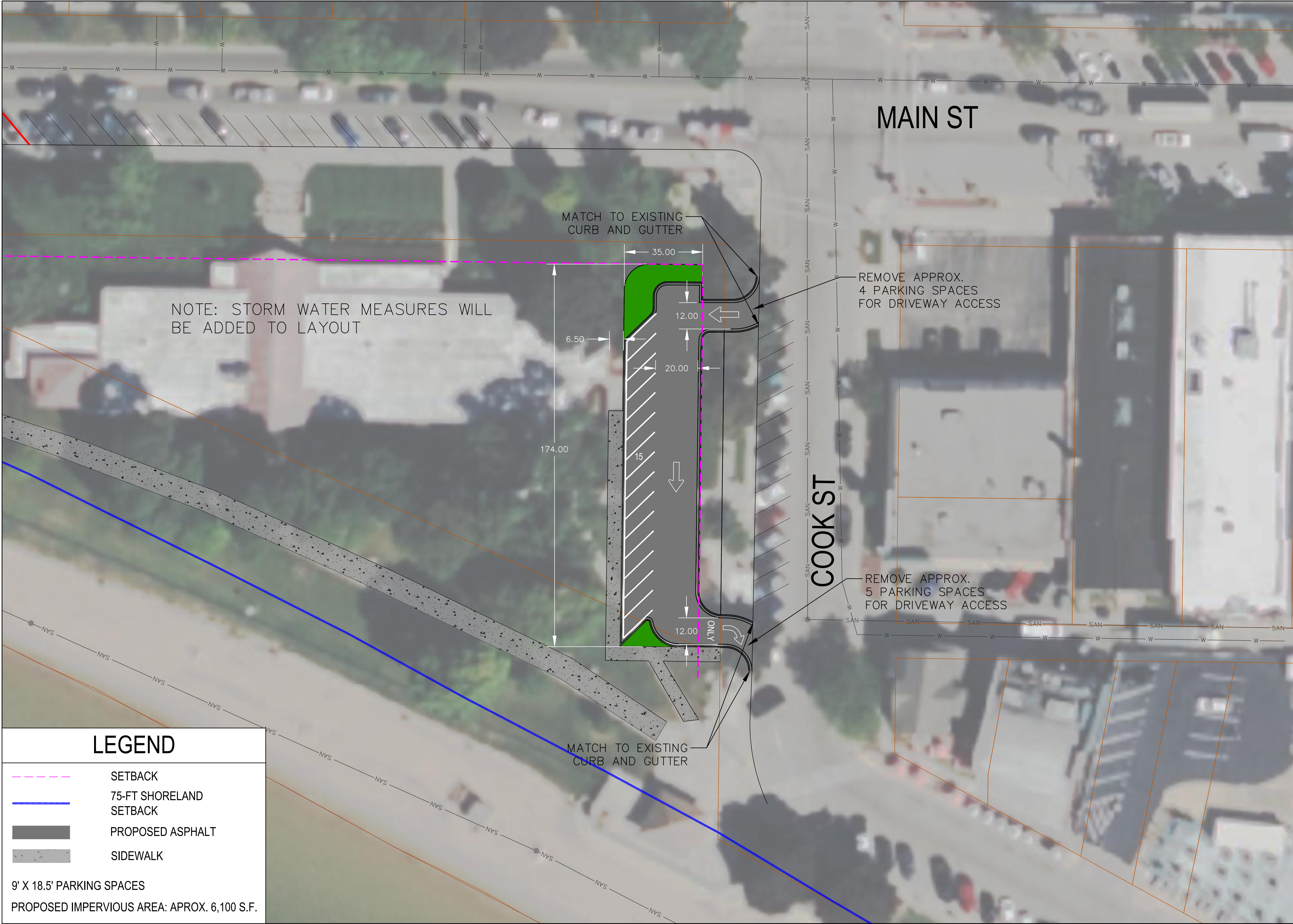
Sincerely,

Dennis Lyon
Library Board President

PLOTTED BY: KYLEE THOMPSON

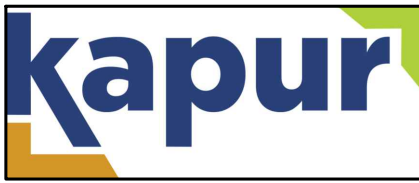
PLOT DATE/TIME: 2/22/2023 12:00 PM

FILENAME: D:\Wauwath_Co\Lake_Geneva_City\Gov\220161_2022_Lake_Geneva_General_Engineering\PHSE 17_Parking_Lot_D_Expansion\Library_Parking\



LEGEND

- SETBACK
 - 75-FT SHORELAND SETBACK
 - PROPOSED ASPHALT
 - SIDEWALK
- 9' X 18.5' PARKING SPACES
- PROPOSED IMPERVIOUS AREA: APROX. 6,100 S.F.



1224 S. Pine Street
 Burlington, Wisconsin
 53105

kapurinc.com

PROJECT:

LIBRARY PARKING
 LOT

LOCATION:

LAKE GENEVA,
 WALWORTH
 COUNTY
 WISCONSIN

CLIENT:

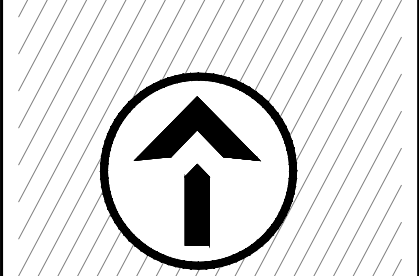
RELEASE:

PLANNING

REVISIONS:

#	DATE	DESCRIPTION

NORTH ARROW:

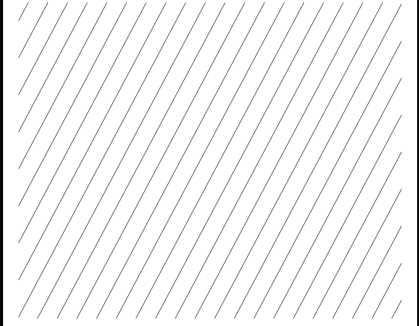


SCALE:



IF NOT ONE INCH ADJUST SCALE
 ACCORDINGLY

SEAL:



all in

SHEET:

PROPOSED DESIGN

PROJECT MANAGER:	NKR
PROJECT NUMBER:	22 0161
DATE:	2-22-2023

SHEET NUMBER:

EX-1

PROJECT:	
----------	--

LIBRARY PARKING
LOT

LOCATION:

LAKE GENEVA,
WALWORTH
COUNTY
WISCONSIN

CLIENT:

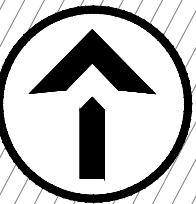
RELEASE:

PLANNING

REVISIONS:

[illegible]

NORTH ARROW: _____



SCALE: _____



IF NOT ONE INCH ADJUST SCALE
ACCORDINGLY

SEAL: _____

all in

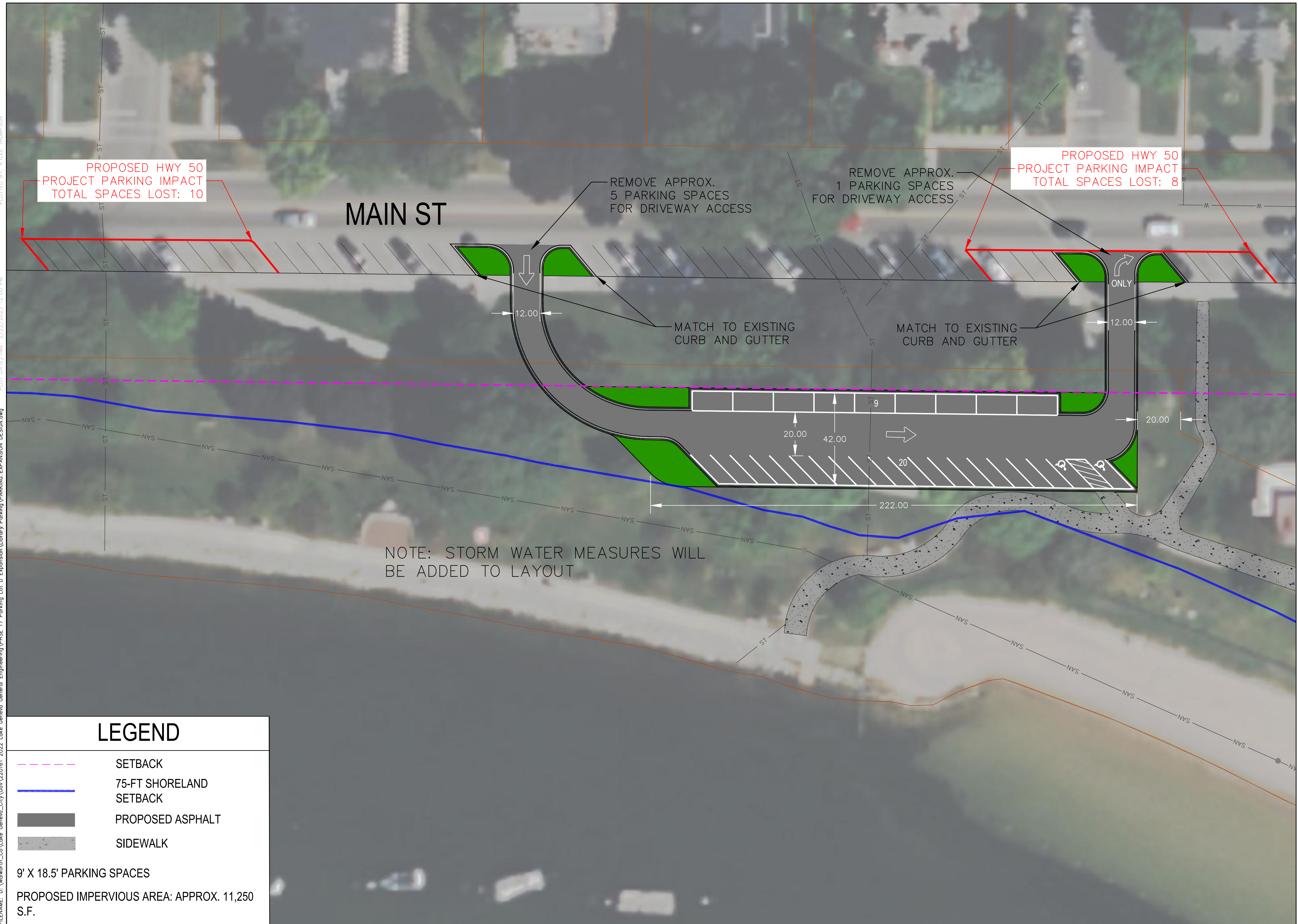
SHEET: _____

PROPOSED DESIGN

PROJECT MANAGER:	NKR
PROJECT NUMBER:	22.0161
DATE:	2-22-2023

SHEET NUMBER:

EX-2



PLOTTED BY: KYLEE THOMPSON

PLOT DATE/TIME: 2/22/2023 12:00 PM

FILENAME: D:\Walworth_Co\Lake Geneva_City\Gov\220161 2022 Lake Geneva General Engineering\PHSE 17 Parking Lot D Expansion\Library\Parking\EXPANSION DESIGN.dwg

LEGEND

SETBACK

75-FT SHORELAND
SETBACK

PROPOSED ASPHALT

SIDEWALK

9' X 18.5' PARKING SPACES

PROPOSED IMPERVIOUS AREA: APPROX. 11,250
S.F.

For proposition see by
228 Records - 1894

No.

126771

Mrs. Mary O. Stuges

TO

City of Lake

General Mis

Warranty Deed.

STATE OF WISCONSIN } ss
County of Walworth }

OFFICE OF REGISTER OF DEEDS.

Received for Record the 7th
day of November A. D.
1894, at 11 o'clock A. M.,
and Recorded in Vol. 90 of
Deeds, on Page 370

W. J. Taylor,
Register of Deeds.

All papers should be recorded when executed, and
oftentimes save much trouble and expense.

L. B. Warren City Clerk,
Lake Geneva.

75th

This Indenture, Made this 22nd day of June in the year of our Lord, One Thousand Eight Hundred and Minity four BETWEEN Mary D. Sturges, Widow and sole legatee of George Sturges deceased, of the City of Chicago in the County of Cook and State of Illinois part g. of the first part, and the City of Lake Geneva in the County of Walworth and State of Wisconsin part g. of the second part.

Witnesseth, That said part g. of the first part, for and in consideration of the sum of one dollar and other valuable considerations Dollars, to her in hand paid, by the said part g. of the second part, the receipt whereof is hereby confessed and acknowledged, has g. given, granted, bargained, sold, remised, released, aliened, conveyed and confirmed, and by these presents does g. give, grant, bargain, sell, remise, release, alien, convey and confirm, unto the said part g. of the second part, its successors heirs and assigns forever, the following described lands, situate in the City of Lake Geneva, in the County of Walworth and State of Wisconsin, that is to say: Lots three "3", four "4", and five "5", in Block thirty two "32", in said City - late the Village of Geneva according to the Map of said Village now the City of Lake Geneva on record in the Office of Register and Auditor for the County of Walworth and State of Wisconsin - to be forever held and used for the purpose of a Public Park, and for no other use or purpose whatever, whereon no buildings or buildings are or to be erected - The lands hereby conveyed are to be, under the control and management of said City by its authorities the same as other public parks therein

Together With all and singular the hereditaments and appurtenances thereunto belonging, or in any wise appertaining, and all the estate, right, title, interest, claim or demand whatsoever of the said part g. of the first part, either in law or equity, either in possession or expectancy, of, in and to the above bargained premises, and their hereditaments and appurtenances.

To Have and to Hold the said premises as above described, with the hereditaments and appurtenances, unto the said part g. of the second part, and to its successors heirs and assigns forever. And the said Mary D. Sturges for herself, her heirs, executors and administrators, do g. covenant, grant, bargain and agree, to and with the said part g. of the second part its successors heirs and assigns, that at the time of ensembling and delivery of these presents she is well seized of the premises above described, as of a good, sure, perfect, absolute and indefeasible estate of inheritance in the law, in fee simple, and that the same are free and clear from all incumbrances whatever

and that the above bargained premises, in the quiet and peaceable possession of the said part g. of the second part its successors heirs and assigns, against all and every person or persons, lawfully claiming the whole or any part thereof she will forever warrant and defend.

In witness whereof, The said part g. of the first part has g. hereunto set her hand, and seal, the day and year first above written.

Signed, Sealed and Delivered in Presence of
Wiley H. Wilson M.A.
Warren Beckwith
Mary D. Sturges [SEAL.]
[SEAL.]
[SEAL.]

State of Wisconsin, } ss
County of Walworth BE IT REMEMBERED, That on the
day of 22nd A. D., 1894, personally came before me the above named
Mary D. Sturges
to me known to be the person who executed the foregoing Deed, and acknowledged the same to be her free act and deed, for uses and purposes therein mentioned.
Warren Beckwith
Notary Public

No.

126772

Mrs Charlotte
D. Grant

TO

City of Lake
Genève

Warranty Deed.

STATE OF WISCONSIN } ss
County of Walworth

OFFICE OF REGISTER OF DEEDS.

Received for Record the 7th
day of November A. D.
1894, at 11 o'clock A. M.,
and Recorded in Vol. 90 of
Deeds, on Page 321

W. J. Taylor
Register of Deeds.

All papers should be recorded when executed, and
oftentimes save much trouble and expense.

L. B. Warren, City Clerk.
Lake Geneva.

75^{cts}

This Indenture, Made this 28th day of June, in the year of our Lord One Thousand Eight Hundred and Ninety Four, BETWEEN Mrs Charlotte S. Grant (formerly Charlotte Woodman) widow of the late Edwin Woodman deceased and devisee under his will part 1. of the first part, and The City of Lake Geneva, a municipal corporation of the State of Wisconsin, located in the County of Walworth in said State part 1. of the second part.

Witnesseth, That said part 1. of the first part, for and in consideration of the sum of Five Thousand 5000 Dollars, to her in hand paid, by the said part 1. of the second part, the receipt whereof is hereby confessed and acknowledged, has given, granted, bargained, sold, remised, released, aliened, conveyed and confirmed, and by these presents does give, grant, bargain, sell, remise, release, alien, convey and confirm, unto the said part 1. of the second part, its successors heirs and assigns forever, the following described lands, situate in the said City of Lake Geneva, in the County of Walworth, State of Wisconsin, that is to say: Fractional lots numbered One "1", and Two "2", in fractional block numbered thirty two "32", in said City of Lake Geneva (formerly Geneva Village) according to the original survey and plat thereupon recorded in the office of the register of deeds in and for said County of Walworth. Said premises to be forever held, used and occupied for the purposes of a public park and for no other purpose or purposes whatsoever inconsistent with such use, excepting however and provided nevertheless that the authorities of said City may and are hereby authorized to designate and set apart a portion of said premises sufficiently large for the purpose, as a site for a public library building, and to erect on cause on permit to be erected and maintain such library building thereon. This deed is intended to convey all right, title & every interest in all streets adjacent to or bordering upon said lots. Together With all and singular the hereditaments and appurtenances thereunto belonging, or in any wise appertaining, and all the estate, right, title, interest, claim or demand whatsoever of the said part 1. of the first part, either in law or equity, either in possession or expectancy, of, in and to the above bargained premises, and their hereditaments and appurtenances.

To Have and to Hold the said premises as above described, with the hereditaments and appurtenances, unto the said part 1. of the second part, and to its successors heirs and assigns forever. And the said part 1. of the first part for herself her heirs, executors and administrators, does covenant, grant, bargain and agree, to and with the said part 1. of the second part its successors heirs and assigns, that at the time of ensembling and delivery of these presents she is well seized of the premises above described, as of a good, sure, perfect, absolute and indefeasible estate of inheritance in the law, in fee simple, and that the same are free and clear from all incumbrances whatever excepting one certain mortgage held by the executor of Sam Lombard deceased, on which there is now due and unpaid the sum of \$2070.00; also a legacy of \$500 to Mattie Davis payable July 17, 1895. and a mortgage of \$430.00 executed by party of first part to A. C. Tyler, and due January 1st. A.D. 1896 which several claims & incumbrances party of the second part hereby assumes and agrees to pay. and that the above bargained premises, in the quiet and peaceable possession of the said part 1. of the second part its successors heirs and assigns, against all and every person or persons, lawfully claiming the whole or any part thereof excepting by virtue of said two incumbrances hereinbefore mentioned, she will forever warrant and defend.

In witness whereof, The said part 1. of the first part has hereunto set her hand and seal the day and year first above written.

Signed, Sealed and Delivered in Presence of Lucy Johnson John B. Simmons Mrs Charlotte S. Grant (SEAL.) (SEAL.) (SEAL.)

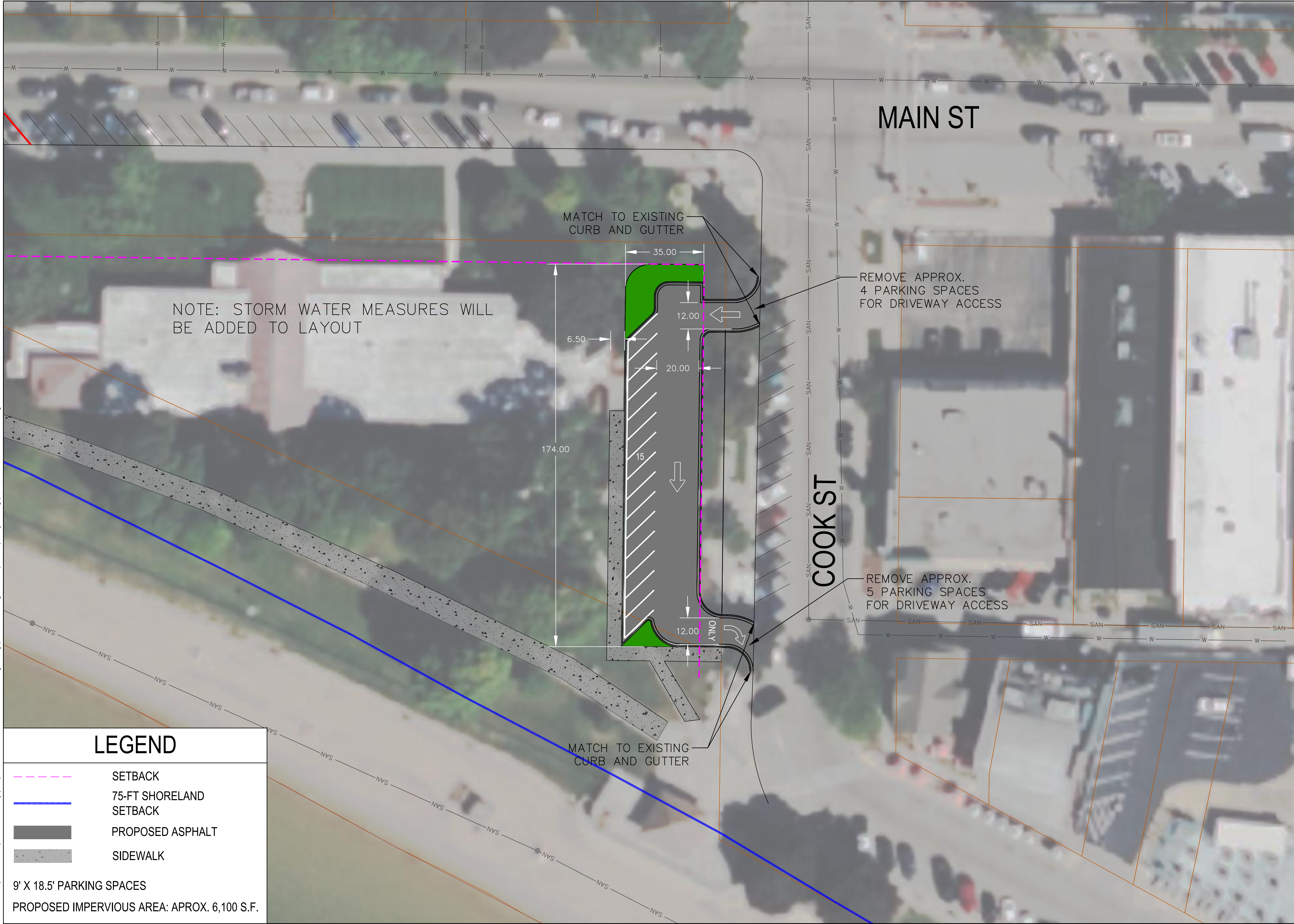
State of Wisconsin, } ss County of Walworth } BE IT REMEMBERED, That on the 28th day of June A. D., 1894, personally came before me the above named Charlotte S. Grant (formerly Woodman) to me known to be the person who executed the foregoing Deed, and acknowledged the same to be her free act and deed, for uses and purposes therein mentioned.

John B. Simmons Notary Public Wis

PLOTTED BY: KYLEE THOMPSON

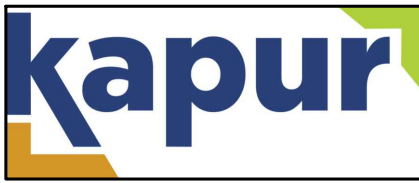
PLOT DATE/TIME: 2/22/2023 12:00 PM

FILENAME: D:\Wauwath_Co\Lake_Geneva_City\Gov\220161_2022_Lake_Geneva_General_Engineering\PHSE 17_Parking_Lot_D_Expansion\Library_Parking\



LEGEND

- SETBACK
- 75-FT SHORELAND SETBACK
- PROPOSED ASPHALT
- SIDEWALK
- 9' X 18.5' PARKING SPACES
- PROPOSED IMPERVIOUS AREA: APROX. 6,100 S.F.



1224 S. Pine Street
 Burlington, Wisconsin
 53105

kapurinc.com

PROJECT:

 LIBRARY PARKING LOT

LOCATION:

 LAKE GENEVA,
 WALWORTH
 COUNTY
 WISCONSIN

CLIENT:

RELEASE:

 PLANNING

REVISIONS:		
#	DATE	DESCRIPTION

NORTH ARROW:

SCALE:

IF NOT ONE INCH ADJUST SCALE ACCORDINGLY

SEAL:

all in

SHEET:

 PROPOSED DESIGN

PROJECT MANAGER:	NKR
PROJECT NUMBER:	22 0161
DATE:	2-22-2023

SHEET NUMBER:

 EX-1

PROJECT:	
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LIBRARY PARKING
LOT

LOCATION:

LAKE GENEVA,
WALWORTH
COUNTY
WISCONSIN

CLIENT:

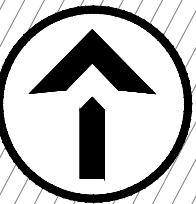
RELEASE:

PLANNING

REVISIONS:

[illegible]

NORTH ARROW: _____



SCALE: _____



IF NOT ONE INCH ADJUST SCALE
ACCORDINGLY

SEAL: _____

all in

SHEET: _____

PROPOSED DESIGN

PROJECT MANAGER:	NKR
PROJECT NUMBER:	22.0161
DATE:	2-22-2023

SHEET NUMBER:

EX-2

PLOTTED BY: KYLEE THOMPSON

PLOT DATE/TIME: 2/22/2023 12:00 PM

FILENAME: D:\Walworth_Co\Lake Geneva_City\Gov\220161 2022 Lake Geneva General Engineering\PHSE 17 Parking Lot D Expansion\Library\Parking\EXPANSION DESIGN.dwg

LEGEND

SETBACK

75-FT SHORELAND
SETBACK

PROPOSED ASPHALT

SIDEWALK

9' X 18.5' PARKING SPACES

PROPOSED IMPERVIOUS AREA: APPROX. 11,250
S.F.

MAIN ST

— REMOVE APPROX.
5 PARKING SPACES
FOR DRIVEWAY ACCESS

REMOVE APPROX.
1 PARKING SPACES
FOR DRIVEWAY ACCESS

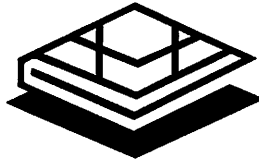
PROPOSED HWY 50
-PROJECT PARKING IMPACT-
TOTAL SPACES LOST: 8

- MATCH TO EXISTING CURB AND GUTTER

MATCH TO EXISTING
CURB AND GUTTER

NOTE: STORM WATER MEASURES WILL BE ADDED TO LAYOUT

all in



LAKE GENEVA PUBLIC LIBRARY

MEMO

Date: February 10, 2023

To: Public Works Committee

Cc: City Administrator, Finance Director/Comptroller, Mayor, Parking Manager

From: Dennis Lyon, Library Board President

To the PWC:

The Library Board unanimously approved proceeding with a City capital-funded parking lot on the east end of the library building at our Board meeting on February 9, 2023.

Our goals for this project include:

- improving access to the Lake Geneva Public Library for patrons, in particular non-(City)resident, Walworth County patrons whose library usage (number of physical items checked out) is reimbursed by the County (a major source of library funding);
- encouraging use of the Lake Geneva Public Library by all community members per the Library's mission of lifelong learning and access to information for everyone;
- alleviating the scarcity of City parking at times the proposed library lot is not in use by the Library (when the Library is closed - including all day on Sundays);
- increasing funding the Library receives from county resident usage;
- increasing parking revenue with new stalls to compensate for lost parking stalls when Hwy 50 reconstruction is in progress/completed.

It is our understanding:

- City of Lake Geneva undesignated capital funds can be used for the engineering and construction costs of this project;
- maintenance and snow removal will be handled by the Library and built into future operating budget requests;
- Public Works and Library leadership will collaborate with engineers and other City staff to ensure zoning and other requirements are met, and with the Library Board to ensure design, environmental impact, and aesthetics are approved by the Library Board;
- the Library Board and City of Lake Geneva will enter into a Board- and Council-approved Memorandum of Understanding regarding the details of use of the proposed library parking lot;
- that completion of the parking lot would be targeted for fall of this year.

Thank you for your consideration of this parking lot. We are especially grateful for the assistance and information provided by Director Tom Earle, Finance Director/Comptroller Laura Pisarcik, and Parking Manager Seth Elder, and look forward to collaborating with DPW and the City of Lake Geneva on this project.

Sincerely,

Dennis Lyon
Library Board President



Axon Enterprise, Inc.
 17800 N 85th St.
 Scottsdale, Arizona 85255
 United States
 VAT: 86-0741227
 Domestic: (800) 978-2737
 International: +1.800.978.2737

Q-469442-45006.590TC

Issued: 03/21/2023

Quote Expiration: 04/30/2023

Estimated Contract Start Date: 05/15/2023

Account Number: 310530

Payment Terms: N30

Delivery Method:

SHIP TO	BILL TO
Business;Delivery;Invoice;Other-626 Geneva St 626 Geneva St Lake Geneva, WI 53147-1914 USA	Lake Geneva PD - WI 626 Geneva St Lake Geneva, WI 53147-1914 USA Email:

SALES REPRESENTATIVE	PRIMARY CONTACT
Tierney Conlon Phone: (480) 712-4910 Email: tconlon@axon.com Fax:	Seth Keller Phone: 262-249-4084 Email: adminlt@cityoflakegeneva.gov Fax: (262) 248-4809

Quote Summary

Program Length	56.5484 Months
TOTAL COST	\$62,514.10
ESTIMATED TOTAL W/ TAX	\$62,514.10

Discount Summary

Average Savings Per Year	\$441.71
TOTAL SAVINGS	\$2,081.52

Payment Summary

Date	Subtotal	Tax	Total
Apr 2023	\$15,266.02	\$0.00	\$15,266.02
Jan 2024	\$11,812.02	\$0.00	\$11,812.02
Jan 2025	\$11,812.02	\$0.00	\$11,812.02
Jan 2026	\$11,812.02	\$0.00	\$11,812.02
Jan 2027	\$11,812.02	\$0.00	\$11,812.02
Total	\$62,514.10	\$0.00	\$62,514.10

Quote Unbundled Price:	\$64,595.62
Quote List Price:	\$63,251.56
Quote Subtotal:	\$62,514.10

Pricing

All deliverables are detailed in Delivery Schedules section lower in proposal

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
Program									
BWCamSBDTAP	Body Worn Camera Single-Bay Dock TAP Bundle	2	57	\$14.29	\$11.92	\$12.54	\$1,429.58	\$0.00	\$1,429.58
BWCamTAP	Body Worn Camera TAP Bundle	4	57	\$37.21	\$32.50	\$29.48	\$6,720.40	\$0.00	\$6,720.40
A la Carte Hardware									
AB31BD	AB3 1-Bay Dock Bundle	2			\$229.00	\$229.00	\$458.00	\$0.00	\$458.00
AB3C	AB3 Camera Bundle	4			\$749.00	\$749.00	\$2,996.00	\$0.00	\$2,996.00
A la Carte Software									
73686	EVIDENCE.COM UNLIMITED AXON DEVICE STORAGE	32	57		\$25.88	\$25.88	\$47,205.12	\$0.00	\$47,205.12
BasicLicense	Basic License Bundle	4	57		\$16.77	\$16.25	\$3,705.00	\$0.00	\$3,705.00
Total							\$62,514.10	\$0.00	\$62,514.10

Delivery Schedule

Hardware

Bundle	Item	Description	QTY	Estimated Delivery Date
AB3 1-Bay Dock Bundle	71104	NORTH AMER POWER CORD FOR AB3 & T7 1-BAY DOCK/DATAPORT	2	04/15/2023
AB3 1-Bay Dock Bundle	74211	AXON BODY 3 - 1 BAY DOCK	2	04/15/2023
AB3 Camera Bundle	11534	USB-C to USB-A CABLE FOR AB3 OR FLEX 2	5	04/15/2023
AB3 Camera Bundle	73202	AXON BODY 3 - NA10 - US - BLK - RAPIDLOCK	4	04/15/2023
AB3 Camera Bundle	74028	WING CLIP MOUNT, AXON RAPIDLOCK	5	04/15/2023
Body Worn Camera Single-Bay Dock TAP Bundle	73313	1-BAY DOCK AXON CAMERA REFRESH ONE	2	10/15/2025
Body Worn Camera TAP Bundle	73309	AXON CAMERA REFRESH ONE	4	10/15/2025
Body Worn Camera Single-Bay Dock TAP Bundle	73314	1-BAY DOCK AXON CAMERA REFRESH TWO	2	12/01/2027
Body Worn Camera TAP Bundle	73310	AXON CAMERA REFRESH TWO	4	12/01/2027

Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
Basic License Bundle	73683	10 GB EVIDENCE.COM A-LA-CART STORAGE	4	05/15/2023	01/31/2028
Basic License Bundle	73840	EVIDENCE.COM BASIC ACCESS LICENSE	4	05/15/2023	01/31/2028
A la Carte	73686	EVIDENCE.COM UNLIMITED AXON DEVICE STORAGE	32	05/15/2023	01/31/2028

Warranties

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
Body Worn Camera TAP Bundle	80464	EXT WARRANTY, CAMERA (TAP)	4	05/15/2023	01/31/2028
Body Worn Camera Single-Bay Dock TAP Bundle	80466	EXT WARRANTY, SINGLE-BAY DOCK (TAP)	2	04/15/2024	01/31/2028

Payment Details

Apr 2023

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Upfront HW	AB31BD	AB3 1-Bay Dock Bundle	2	\$458.00	\$0.00	\$458.00
Upfront HW	AB3C	AB3 Camera Bundle	4	\$2,996.00	\$0.00	\$2,996.00
Year 1	73686	EVIDENCE.COM UNLIMITED AXON DEVICE STORAGE	32	\$9,441.04	\$0.00	\$9,441.04
Year 1	BasicLicense	Basic License Bundle	4	\$741.00	\$0.00	\$741.00
Year 1	BWCamSBDTAP	Body Worn Camera Single-Bay Dock TAP Bundle	2	\$285.90	\$0.00	\$285.90
Year 1	BWCamTAP	Body Worn Camera TAP Bundle	4	\$1,344.08	\$0.00	\$1,344.08
Total				\$15,266.02	\$0.00	\$15,266.02

Jan 2024

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 2	73686	EVIDENCE.COM UNLIMITED AXON DEVICE STORAGE	32	\$9,441.02	\$0.00	\$9,441.02
Year 2	BasicLicense	Basic License Bundle	4	\$741.00	\$0.00	\$741.00
Year 2	BWCamSBDTAP	Body Worn Camera Single-Bay Dock TAP Bundle	2	\$285.92	\$0.00	\$285.92
Year 2	BWCamTAP	Body Worn Camera TAP Bundle	4	\$1,344.08	\$0.00	\$1,344.08
Total				\$11,812.02	\$0.00	\$11,812.02

Jan 2025

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 3	73686	EVIDENCE.COM UNLIMITED AXON DEVICE STORAGE	32	\$9,441.02	\$0.00	\$9,441.02
Year 3	BasicLicense	Basic License Bundle	4	\$741.00	\$0.00	\$741.00
Year 3	BWCamSBDTAP	Body Worn Camera Single-Bay Dock TAP Bundle	2	\$285.92	\$0.00	\$285.92
Year 3	BWCamTAP	Body Worn Camera TAP Bundle	4	\$1,344.08	\$0.00	\$1,344.08
Total				\$11,812.02	\$0.00	\$11,812.02

Jan 2026

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 4	73686	EVIDENCE.COM UNLIMITED AXON DEVICE STORAGE	32	\$9,441.02	\$0.00	\$9,441.02
Year 4	BasicLicense	Basic License Bundle	4	\$741.00	\$0.00	\$741.00
Year 4	BWCamSBDTAP	Body Worn Camera Single-Bay Dock TAP Bundle	2	\$285.92	\$0.00	\$285.92
Year 4	BWCamTAP	Body Worn Camera TAP Bundle	4	\$1,344.08	\$0.00	\$1,344.08
Total				\$11,812.02	\$0.00	\$11,812.02

Jan 2027

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 5	73686	EVIDENCE.COM UNLIMITED AXON DEVICE STORAGE	32	\$9,441.02	\$0.00	\$9,441.02
Year 5	BasicLicense	Basic License Bundle	4	\$741.00	\$0.00	\$741.00
Year 5	BWCamSBDTAP	Body Worn Camera Single-Bay Dock TAP Bundle	2	\$285.92	\$0.00	\$285.92
Year 5	BWCamTAP	Body Worn Camera TAP Bundle	4	\$1,344.08	\$0.00	\$1,344.08
Total				\$11,812.02	\$0.00	\$11,812.02

Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.

Standard Terms and Conditions

Axon Enterprise Inc. Sales Terms and Conditions

Axon Master Services and Purchasing Agreement:

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at www.axon.com/legal/sales-terms-and-conditions), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. In the event you and Axon have entered into a prior agreement to govern all future purchases, that agreement shall govern to the extent it includes the products and services being purchased and does not conflict with the Axon Customer Experience Improvement Program Appendix as described below.

ACEIP:

The Axon Customer Experience Improvement Program Appendix, which includes the sharing of de-identified segments of Agency Content with Axon to develop new products and improve your product experience (posted at www.axon.com/legal/sales-terms-and-conditions), is incorporated herein by reference. By signing below, you agree to the terms of the Axon Customer Experience Improvement Program.

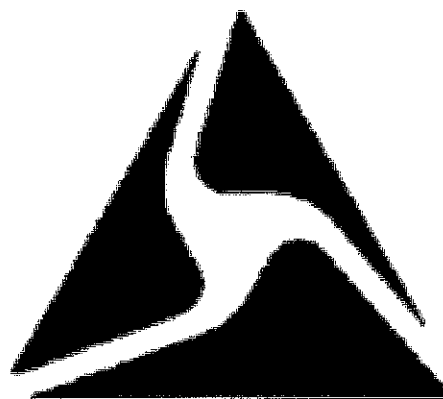
Acceptance of Terms:

Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

Signature

Date Signed

3/21/2023



TASK ORDER NUMBER #28

CIVIL ENGINEERING SERVICES

This task order is made as of April 12, 2023, under the terms and conditions established in the MASTER AGREEMENT FOR ENGINEERING SERVICES (the Agreement), between the **City of Lake Geneva** (Owner) and **Kapur & Associates, Inc.** (Engineer). This Task Order is made for the following purpose:

Provide civil engineering services for the design and specification preparation, bidding and construction management for the Riviera Parking Lot gate relocation, ADA sidewalk/entrance, and pavement striping.

The proposed task order includes

- Survey throughout the project limits as needed to define construction plans and underground utility locations
- Preparation of construction plans and specifications for entrance gate relocation and ADA pedestrian accessibility
- Project Bidding
- Site layout options to consider for expansion/relocation of trash enclosure
- Construction Engineering Services

Section A. – Scope of Services

Engineer shall perform the following Services:

Plan Preparation Activities:

1. Engineer to attend meetings as required for project success.
2. Survey of work area to provide horizontal site control and benchmark elevations, location of structures, utilities, inverts, and elevations necessary to create a site plan and construction plans.
 - a. Above and below ground utilities will be located. Kapur will contact Digger's Hotline for utility markings. Any private utilities that are not marked by Digger's Hotline will need to be located by a private underground marking firm. Below ground utilities will be field surveyed based on Digger's Hotline field marks and private locator marks. Kapur will coordinate private locator visits.
 - b. Survey points will be referenced to the horizontal datum NAD 83 and vertical datum NAVD 88.





3. Perform field reviews to gather appropriate information of existing and proposed conditions.
 4. Completion of construction plans, details and specifications for gate relocation and pedestrian accessibility improvements including erosion control. Repair consists of removal/replacement of fence and gate sections to move beach access. Replacement of existing concrete sidewalk to create an ADA accessible entrance from the existing sidewalk on Wrigley Drive to the beach. Pavement striping to define parking spaces and pedestrian crossings to relocated gate if needed.
 5. Include two concept plans for possible relocation and/or expansion of dumpster enclosure. This task order specifically does not include engineering services for preparation of construction plans for the relocation / expansion of the existing dumpster enclosure; nor does it include reconfiguration of the existing parking lot. Future decisions made by the Owner for the dumpster enclosure relocation, and/or parking lot expansion, may require additional engineering services not covered in this task order.
 6. Attendance at a pre-construction meeting and on-site inspection, as needed, during installation.
 7. Engineer review of contractors' methods and materials utilized for construction.
 8. Provide construction cost estimate for all improvements.
 9. Prepare and provide Project Manual including but not limited to Advertisement for Bids, Instruction to Bidders, Bid Form, Bidder's Qualification Statement, Agreement, and General Conditions of Contract, Supplementary Conditions, and Special Provisions.
 10. Review & respond to bidders' questions during bidding phase, prepare for and attend the bid opening, review project bids and make recommendation for award, and coordinate notice of award, agreement, and notice to proceed documentation.
 11. Attend meetings as required and provide update memos to the Department of Public Works.
- ***Permit and agency review fees are not included as part of this Task Order***
 - ***Wetland impacts or the requirement for a wetland delineation is not anticipated at the time of this task order and is not included.***





- *It is assumed that the proposed improvements will not impact more than 1-acre of land disturbance and thus a Notice of Intent (NOI) from the Wisconsin Department of Natural Resources (WDNR) will not be required.*

Construction Management Activities:

1. Provide administrative services to manage client coordination/invoicing, project schedules, contract change order documentation, and contract closeout documentation.
2. Provide construction survey staking for necessary items within the construction contract. This survey provides for a “one time” staking for a particular item. If the contractor damages any stakes, they shall be responsible for the cost to replace those damaged stakes.
3. Coordinate and complete necessary material testing services for work completed.
4. On-site construction inspection services during installation. Including attendance at a pre-construction meeting and on-site inspection, as needed.
5. Process payment requests from the contractor for their work and prepare recommendation for payment for City approval. Complete final close out documentation and acceptance of improvements memorandum.
6. The Engineer will be responsible for notifying, scheduling, conducting, documenting, and distributing minutes of the preconstruction conference.
7. Attend meetings and coordinate with adjacent property owners and business as needed.

Section B. – Schedule

Engineer shall perform the Scope of Services and deliver the related Documents according to the schedule set by the City.

Section C. – Compensation

In return for the performance of the foregoing obligations, Owner shall pay to Engineer an amount not-to-exceed nineteen thousand seven hundred fifty dollars (\$19,750):

A not-to-exceed amount based on the rates as listed in Attachment A of the Agreement, plus direct expenses. Cost plus services are limited to an agreed maximum figure unless amended.





Engineer may request a change to the billing hours if scope changes, beyond the control of the Engineer, resulting in an extension of the schedule or necessitates a change in personnel.

Compensation for Additional Services (if any) shall be paid by Owner to Engineer according to the hourly billing rates shown in Attachment A of the Agreement.

IN WITNESS WHEREOF, the Owner and Engineer have executed the Task Order.

For: City of Lake Geneva

Engineer: Kapur & Associates, Inc.

By: _____

By: Naomi K. Rauch

Signature: _____

Signature:

Title: _____

Title: Associate

Date: _____

Date: 04/13/2023



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

TASK ORDER 28													
City of Lake Geneva Riviera Pedestrian Access - Attachment A													
	CLASSIFICATION:	Project Engineer II		Project Engineer I		Staff Engineer II		Project Surveyor		Survey Crew		Total Labor	
	Average Hourly Wage:	\$126.00		\$115.00		\$111.00		\$127.00		\$115.00			
	TASK DESCRIPTION	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
	Gate Relocation												
	Assess existing condition of gate					4	\$444.00					4	\$444.00
	Plan & Plan Details Preparation					8	\$888.00					8	\$888.00
	Site Visit & Review					4	\$444.00					4	\$444.00
												Subtotal	\$1,776.00
	Pedestrian Accommodations												
	Assessment of pavement, ADA compliance	4	\$504.00			4	\$444.00					8	\$948.00
	Plan Preparation					22	\$2,442.00					22	\$2,442.00
	Quantities / Cost Estimates	4	\$504.00			8	\$888.00					12	\$1,392.00
	Detail Preparation					8	\$888.00					8	\$888.00
	Survey and Mapping							4	\$508.00	18	\$2,070.00	22	\$2,578.00
												Subtotal	\$8,248.00
	Trash Enclosure Relocation / Expansion Options												
	Create 2 concept plans for Trash enclosure relocation / expansion	4	\$504.00			8	\$888.00					12	\$1,392.00
	Prepare exhibit to present options					4	\$444.00					4	\$444.00
	Provide high level construction cost estimate for options					5	\$555.00					5	\$555.00
												Subtotal	\$2,391.00
	Project Manual/Administration												
	Administration	4	\$504.00									4	\$504.00
	Advertisement/Project Manual	4	\$504.00			4	\$444.00					8	\$948.00
	Attend Bid Opening	1	\$126.00			1	\$111.00					2	\$237.00
	Post Bid Opening Activities	1	\$126.00			3	\$333.00					4	\$459.00
												Subtotal	\$2,148.00
	Construction Administration												
	Grading, Erosion Control, Traffic Control			4	\$460.00							4	\$460.00
	Pedestrian Access Installation			8	\$920.00							8	\$920.00
	Gate Relocation			8	\$920.00							8	\$920.00
	Retaining Wall & Restoration			10	\$1,150.00							10	\$1,150.00
	Construction Administration			8	\$920.00							8	\$920.00
	Survey Staking							1	\$127.00	6	\$690.00	7	\$817.00
												Subtotal	\$5,187.00
	TOTALS	22	\$2,772.00	38	\$4,370.00	83	\$9,213.00	5	\$635.00	24	\$2,760.00	172	\$19,750
												Expenses:	
												Project Total:	\$19,750

**City of Lake Geneva
Finance, License, & Regulation Committee
April 18, 2023**

**Prepaid Checks
04/6/23-04/18/23**

**Total:
\$61,136.24**

Checks over \$5,000:

\$	5,073.97	<i>Lake Geneva Utility-1st Qtr 2023 Water bills</i>
\$	16,360.35	<i>Prairie Lakes Library System-Annual System Fees</i>
\$	24,217.91	<i>Alliant Energy-Electric Bills</i>
\$	6,670.07	<i>Chase Card Services-City's Credit Card Payment</i>

Report Criteria:

Report type: Summary

Check.Check number = 82135-82143,82197-82203,82253,82257,82262,82252,82254-82256,82258-82261,82263,82264

Check.Type = {<>} "Adjustment"

Bank.Bank account = "043230"

[Report].Invoice GL Account = {<>} 61

[Report].Invoice GL Account = {<>} 62

Check Issue Date	Check Number	Vendor Number	Payee	Amount
03/31/2023	82135	5428	CITY OF LAKE GENEVA POLICE DEPT	51.90
04/05/2023	82136	2354	CULLIGAN OF BURLINGTON	166.60
04/05/2023	82137	6134	DUCHEMIN, LAURA	24.99
04/05/2023	82138	6778	GOEPPINGER, ELIZABETH	250.00
04/05/2023	82139	6606	LIBRARIES FIRST	95.00
04/05/2023	82140	3024	MUTUAL OF OMAHA	3,530.04
04/05/2023	82141	3233	RHYME BUSINESS PRODUCTS	140.58
04/05/2023	82142	6779	SMARTY PANTS WORLD LLC	550.00
04/05/2023	82143	6777	WOODSTOCK IMPROV	375.00
04/06/2023	82197	2046	ALLIANT ENERGY	252.56
04/06/2023	82198	6778	GOEPPINGER, ELIZABETH	225.00
04/06/2023	82199	2884	LAKE GENEVA UTILITY	5,073.97
04/06/2023	82200	6556	LESTER, LUCINDA	100.00
04/06/2023	82201	6737	PRAIRIE LAKES LIBRARY SYSTEM	16,360.35
04/06/2023	82202	6780	SKOW, KEIKO K	200.00
04/06/2023	82203	6782	GINSBERG, MAGGIE	100.00
04/12/2023	82252	2046	ALLIANT ENERGY	24,217.91
04/12/2023	82253	2109	AT&T MOBILITY	1,452.94
04/12/2023	82254	2273	CHASE CARD SERVICES	6,670.07
04/12/2023	82255	6784	FESEMYER CONSULTING LLC	600.00
04/12/2023	82256	6488	GEE FUNNY FARM	250.00
04/12/2023	82257	6535	GORDON FLESCH CO INC	167.44
04/12/2023	82258	2195	HINZPETER, COURTNEY	9.82
04/12/2023	82259	5465	REYNOLDS, LORI	9.82
04/12/2023	82260	6785	SHIRODA, CORTNEY	10.45
04/12/2023	82261	5071	WE ENERGIES	78.55
04/12/2023	82262	5903	WISCONSIN LIBRARY ASSOCIATION	55.00
04/12/2023	82263	5443	WISNIEWSKI, JOSEPH	15.00
04/12/2023	82264	5428	CITY OF LAKE GENEVA POLICE DEPT	103.25

Grand Totals:

61,136.24

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
11-00-00-21100	.00	31,464.14-	31,464.14-
11-00-00-21555	1,712.81	.00	1,712.81
11-00-00-21562	1,279.46	.00	1,279.46
11-00-00-21564	537.77	.00	537.77
11-10-00-51390	24.99	.00	24.99
11-10-00-53980	40.00	.00	40.00
11-14-30-53100	90.66	.00	90.66

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
11-14-30-53110	167.11	.00	167.11
11-15-10-54500	878.11	.00	878.11
11-16-10-52220	3,554.29	.00	3,554.29
11-16-10-52260	456.14	.00	456.14
11-21-00-52210	1,452.94	.00	1,452.94
11-21-00-52220	81.39	.00	81.39
11-21-00-53120	155.15	.00	155.15
11-21-00-53310	45.09	.00	45.09
11-22-00-52220	1,625.57	.00	1,625.57
11-22-00-52240	39.28	.00	39.28
11-22-00-52260	586.11	.00	586.11
11-22-00-53500	39.78	.00	39.78
11-22-00-53510	22.11	.00	22.11
11-22-00-53990	1,650.61	.00	1,650.61
11-22-00-58110	124.28	.00	124.28
11-24-00-53100	140.58	.00	140.58
11-24-00-53310	180.00	.00	180.00
11-29-00-52220	55.77	.00	55.77
11-32-10-52220	1,151.03	.00	1,151.03
11-32-10-52260	507.22	.00	507.22
11-34-10-52220	437.50	.00	437.50
11-34-10-52230	9,636.37	.00	9,636.37
11-51-10-52220	783.69	.00	783.69
11-51-10-52260	450.61	.00	450.61
11-52-00-52220	834.76	.00	834.76
11-52-00-52260	741.27	.00	741.27
11-52-00-52270	737.76	.00	737.76
11-52-00-59220	194.05	.00	194.05
11-52-01-52220	601.16	.00	601.16
11-52-01-52260	448.72	.00	448.72
40-00-00-21100	.00	5,016.38-	5,016.38-
40-54-10-52220	314.65	.00	314.65
40-54-10-53990	144.79	.00	144.79
40-55-10-52260	221.14	.00	221.14
40-55-10-53500	166.60	.00	166.60
40-55-20-52260	545.64	.00	545.64
40-55-30-52220	3,623.56	.00	3,623.56
42-00-00-21100	.00	5.00-	5.00-
42-34-50-46330	5.00	.00	5.00
43-00-00-21100	.00	1,440.00-	1,440.00-
43-16-10-17010	1,440.00	.00	1,440.00
48-00-00-21100	.00	310.20-	310.20-
48-00-00-52220	252.56	.00	252.56
48-00-00-52260	57.64	.00	57.64
50-00-00-21100	.00	894.95-	894.95-
50-22-00-58000	894.95	.00	894.95
99-00-00-21100	.00	22,005.57-	22,005.57-
99-00-00-52110	45.00	.00	45.00
99-00-00-52220	1,540.32	.00	1,540.32
99-00-00-53120	81.50	.00	81.50
99-00-00-53320	655.00	.00	655.00
99-00-00-54120	179.99	.00	179.99
99-00-00-54140	95.00	.00	95.00

GL Account	Debit	Credit	Proof
99-00-00-54150	2,587.87	.00	2,587.87
99-00-00-54155	293.10	.00	293.10
99-00-00-55100	16,108.35	.00	16,108.35
99-00-00-55150	252.00	.00	252.00
99-00-00-55320	167.44	.00	167.44
Grand Totals:	61,136.24	61,136.24-	.00

Dated: _____

Mayor: Charles KleinCity Council: Joan VuykerKan Hornell

City Recorder: _____

Report Criteria:

Report type: Summary

Check.Check number = 82135-82143,82197-82203,82253,82257,82262,82252,82254-82256,82258-82261,82263,82264

Check.Type = {<>} "Adjustment"

Bank.Bank account = "043230"

[Report].Invoice GL Account = {<>} 61

[Report].Invoice GL Account = {<>} 62

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

Invoice.Batch = "04192023","04192023A","L04192023"

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
ALL OUT TRUCKING LLC				
1190	03/28/2023	SNOW CONTRACT HAULING SV	11-32-12-52200 CONTRACT HAULING SERVICES	1,680.00
Total ALL OUT TRUCKING LLC:				1,680.00
ASSOCIATED APPRAISAL CONSULTANTS INC				
167619	04/01/2023	2023 REVALUATON PROGRAM	11-15-40-52100 ASSESSOR CONTRACTED SERVICES	11,850.79
Total ASSOCIATED APPRAISAL CONSULTANTS INC:				11,850.79
AURORA HEALTH CARE INC.				
505-CI0002124	03/31/2023	2ND QTR 2023 FEE	11-10-20-51350 EAP PROGRAM	937.50
Total AURORA HEALTH CARE INC.:				937.50
BATZNER PEST CONTROL				
35358418	03/23/2023	RIV PEST CONTROL	40-55-20-53600 RIV MAINTENANCE SERVICE COSTS	143.00
Total BATZNER PEST CONTROL:				143.00
CINTAS CORP				
5153241180	04/10/2023	FIRST AID CABINET RESTOCK	11-32-10-53900 FIRST AID AND SAFETY SUPPLIES	203.95
Total CINTAS CORP:				203.95
COPIES & PRINTS PLUS LLC				
336043	03/20/2023	FLYWAY MAP	11-70-00-57800 AVIAN COMMITTEE EXPENSES	22.25
Total COPIES & PRINTS PLUS LLC:				22.25
DEKIND COMPUTER CONSULTANTS				
35537	04/03/2023	IT SERVICES-MAY 2023	11-15-10-54500 COMPUTER IT SVC & EQUIPMENT	7,685.00
Total DEKIND COMPUTER CONSULTANTS:				7,685.00
DOUGLAS FOOD STORES, INC.				
0077052-IN	01/11/2023	RIV KITCHEN EQUIPMENT-TOU	47-70-00-57150 PROMOTIONAL GRANT	2,330.72
Total DOUGLAS FOOD STORES, INC.:				2,330.72
EDWARD JONES				
JAN-MAR 2023	04/04/2023	PERP CARE CEM-1ST Q 2023	49-00-00-24200 DUE TO INVESTMENT ACCT	3,125.00
Total EDWARD JONES:				3,125.00
ELKHORN CHEMICAL CO INC				
650882	03/29/2023	PARK TOWELS, SOAP SUPPLIE	11-52-00-53500 BLDG MAINT SUPPLIES-PARKS	5,194.05

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
JOHNS DISPOSAL SERVICE INC				
1066245	04/05/2023	APRIL SERVICE-GARBAGE	11-36-00-52940 SOLID WASTE-RESIDENTIAL	37,199.58
1066245	04/05/2023	APRIL SERVICE-RECYCLE	11-36-00-52970 SOLID WASTE-RECYCLING	20,413.14
Total JOHNS DISPOSAL SERVICE INC:				57,612.72
KAPUR & ASSOCIATES INC				
117901	03/14/2023	GIS UPDATES KAPUR	11-30-00-52160 CITY ENGINEERING FEES	630.00
Total KAPUR & ASSOCIATES INC:				630.00
KB SHARPENING SERVICE INC				
120403	03/30/2023	(2) WOOD CHOPPER KNIVES	11-32-13-54200 TREE & BRUSH-REPAIR	64.00
Total KB SHARPENING SERVICE INC:				64.00
LAKE GENEVA UTILITY				
1750 MONTE	03/08/2023	1750 MONTE VISTA DR	45-00-00-24520 WATER IMPACT FEES	1,690.00
1750 MONTE	03/08/2023	1750 MONTE VISTA DR	45-00-00-24530 SEWER IMPACT FEES	1,865.00
201 MAESTRO	03/17/2023	201 MAESTRO CIR	45-00-00-24520 WATER IMPACT FEES	1,690.00
201 MAESTRO	03/17/2023	201 MAESTRO CIR	45-00-00-24530 SEWER IMPACT FEES	1,865.00
306 HARMON	03/17/2023	306 HARMONY DR	45-00-00-24520 WATER IMPACT FEES	1,690.00
306 HARMON	03/17/2023	306 HARMONY DR	45-00-00-24530 SEWER IMPACT FEES	1,865.00
Total LAKE GENEVA UTILITY:				10,665.00
LAKESIDE INTERNATIONAL LLC				
2304418P	03/29/2023	MUFFLER AND CLAMPS TRK #3	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	696.58
Total LAKESIDE INTERNATIONAL LLC:				696.58
LANGE ENTERPRISES INC				
83210	03/29/2023	STREET SIGNS	11-34-10-53740 STREET IDENTIFICATION SIGNS	583.20
Total LANGE ENTERPRISES INC:				583.20
LASER ELECTRIC SUPPLY				
1491127-00	03/23/2023	PARK BATHROOM LIGHTING	11-52-00-53500 BLDG MAINT SUPPLIES-PARKS	43.68
Total LASER ELECTRIC SUPPLY:				43.68
MACQUEEN EQUIPMENT				
P28677	04/03/2023	WATER PUMP SWEEPER	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	945.11
Total MACQUEEN EQUIPMENT:				945.11
MARED MECHANICAL				
134241	03/29/2023	CIRCULATION PUMP	11-16-10-52400 CITY HALL BUILDING REPAIRS	3,949.56
Total MARED MECHANICAL:				3,949.56
METERNALLY LLC				
11934ME	04/07/2023	MEMORY CARE KITS	99-00-00-54140 LIBRARY NONPRINT MATERIALS	679.99
Total METERNALLY LLC:				679.99

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
MIDSTATE EQUIPMENT				
V75046	03/29/2023	#53 BEACH GROOMER PAINT	40-54-10-53520 BEACH MAINTENANCE SUPPLIES	40.83
Total MIDSTATE EQUIPMENT:				40.83
MILLER BRADFORD & RISBERG INC				
P3756202	03/31/2023	SWITCH-LOADER #35	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	81.76
Total MILLER BRADFORD & RISBERG INC:				81.76
ODP BUSINESS SOLUTIONS LLC				
305229451001	03/28/2023	ENVELOPE BOOK/SEC	11-12-00-53100 MUNICIPAL CT OFFICE SUPPLIES	51.66
305231670001	03/28/2023	ENVELOPES	11-12-00-53100 MUNICIPAL CT OFFICE SUPPLIES	42.99
Total ODP BUSINESS SOLUTIONS LLC:				94.65
OFFICE PRO INC				
0479244-001	04/03/2023	EAR PLUGS	11-32-10-53900 FIRST AID AND SAFETY SUPPLIES	95.72
Total OFFICE PRO INC:				95.72
PAL STEEL COMPANY INC				
94471S	04/10/2023	STEEL PLATE	11-32-15-54500 STORM SEWER MAINTENANCE	272.50
Total PAL STEEL COMPANY INC:				272.50
PHIL'S ELECTRIC DRAIN				
253895	03/28/2023	DRAIN CLEAN-OUT	11-52-00-52410 BLDG MAINT&REPAIR-PARKS	295.00
Total PHIL'S ELECTRIC DRAIN:				295.00
RHYME BUSINESS PRODUCTS				
33783469	04/04/2023	SHARP SP-70C45 MFP- APR 202	11-16-10-55310 CH OFFICE EQUIPMENT CONTRACTS	648.32
Total RHYME BUSINESS PRODUCTS:				648.32
RNOW INC				
2023-65675	04/10/2023	FUSEANDMICRORELAY	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	238.62
Total RNOW INC:				238.62
ROTE OIL				
230900610	03/31/2023	456.2 GAL DIESEL FUEL ON RO	11-32-10-53410 VEHICLE-FUEL & OIL	1,528.27
230900611	03/31/2023	165.5 GALS DYED DIESEL	11-32-10-53410 VEHICLE-FUEL & OIL	503.12
230950410	04/05/2023	150.9GALS ON ROAD DIESEL	11-32-10-53410 VEHICLE-FUEL & OIL	490.43
Total ROTE OIL:				2,521.82
RUEKERT & MIELKE INC				
145811	03/28/2023	CITY'S IMPACT FEE STUDY	11-69-30-52130 IMPACT FEES STUDY	552.50
Total RUEKERT & MIELKE INC:				552.50
SELZER-ORNST CONSTRUCTION COMPANY LLC				
21-123-9	10/07/2022	LIB PROJECT-PAY REQUEST #9	99-00-00-52160 PROFESSIONAL SERVICES	8,933.26

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total SELZER-ORNST CONSTRUCTION COMPANY LLC:				8,933.26
SHERWIN INDUSTRIES INC				
SC050126	03/30/2023	COLD PATCH-STREETS	11-32-10-53700 ROAD MAINTENANCE SUPPLIES	3,126.78
Total SHERWIN INDUSTRIES INC:				3,126.78
SHERWIN WILLIAMS				
3477-0	04/05/2023	GARBAGE CANS-PAINT	11-52-00-53520 GROUNDS MAINT SUPPLIES	84.29
Total SHERWIN WILLIAMS:				84.29
SIGNATURE SIGNS LLC				
5921	03/29/2023	SERVICE SIGN	11-52-00-53520 GROUNDS MAINT SUPPLIES	70.00
Total SIGNATURE SIGNS LLC:				70.00
STATE OF WISCONSIN				
64-246 03/23	04/04/2023	COURT FINES-MAR 2023	11-12-00-24240 COURT FINES-STATE	4,787.00
Total STATE OF WISCONSIN:				4,787.00
TIMBERLINE SIGN CO INC				
44579	04/03/2023	SIGN REPLACEMENTS	11-70-00-57200 HISTORIC PRESERVATION	5,500.00
Total TIMBERLINE SIGN CO INC:				5,500.00
TOTAL PARKING SOLUTIONS INC				
106213	04/03/2023	KIOSK MAINTENANCE SUPPOR	42-34-50-54500 SUPPORT CONTRACTS	34,132.00
TOTAL PARKING SOLUTIONS INC:				34,132.00
TRUGREEN COMMERCIAL				
172786821	03/31/2023	PARK TURF TREATMENTS	11-52-00-53620 GROUNDS FERTILIZER/WEED CONTR	117.75
Total TRUGREEN COMMERCIAL:				117.75
ULINE				
161535552	03/23/2023	VINYL NUMBERS - BUOY MARK	40-52-10-53990 BUOY/STALL MISC. EXPENSES	106.02
Total ULINE:				106.02
UNIQUE MANAGEMENT SERVICES INC				
6111637	04/01/2023	COLLECTION FEES-MAR	99-00-00-55110 LIBRARY CIRCULATION SUPPLIES	41.20
Total UNIQUE MANAGEMENT SERVICES INC:				41.20
UNITED LABORATORIES				
INV375037	03/31/2023	WEED KILLER	11-52-00-53620 GROUNDS FERTILIZER/WEED CONTR	923.50
Total UNITED LABORATORIES:				923.50
UNITED PUBLIC SAFETY INC				
UPS00049963	03/31/2023	PLATE LOOKUPS MARCH	42-34-50-54500 SUPPORT CONTRACTS	425.00

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total UNITED PUBLIC SAFETY INC:				425.00
VANDEWALLE & ASSOCIATES INC				
202303054	03/20/2023	COST RECOVERY	11-00-00-13910 A/R BILL OUTS	2,895.00
202303054	03/20/2023	CITY PLANNING	11-69-30-52120 OUTSIDE PROFESSIONAL PLANNING	1,185.00
Total VANDEWALLE & ASSOCIATES INC:				4,080.00
VISIT LAKE GENEVA				
JAN 2023- ICE	01/31/2023	TOURISM GRANT-VISIT LG	47-70-00-57150 PROMOTIONAL GRANT	9,594.60
Total VISIT LAKE GENEVA:				9,594.60
WALWORTH COUNTY				
64-246 03/23	04/04/2023	COURT FINES-MAR 2023	11-12-00-24200 COURT FINES-COUNTY	2,116.90
Total WALWORTH COUNTY:				2,116.90
WIPFLI				
2226631	03/29/2023	2022 AUDITING SVC	11-15-10-52130 INDEPENDENT AUDIT FEES	23,100.00
Total WIPFLI:				23,100.00
Grand Totals:				241,108.17

Dated: _____

Mayor:  _____City Council:  _____

City Recorder: _____

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

Invoice.Batch = "04192023","04192023A","L04192023"

Invoice Detail.GL account (2 Characters) = {<>} "61"

Invoice Detail.GL account (2 Characters) = {<>} "62"

City of Lake Geneva
Finance, License, & Regulation Committee
April 18, 2023

Accounts Payable

	<u>Fund #</u>	
1. General Fund	11	<u>\$ 146,407.77</u>
2. Debt Service	20	<u>\$ -</u>
3. Lakefront	40	<u>\$ 4,733.20</u>
4. Capital Projects	43	<u>\$ 14,357.94</u>
5. Parking	42	<u>\$ 35,821.80</u>
6. Cemetery	48/49	<u>\$ 3,125.00</u>
7. Equipment Replacement	50	<u>\$ -</u>
8. Library Fund	99	<u>\$ 14,072.14</u>
9. Impact Fees	45	<u>\$ 10,665.00</u>
10. Tourism Commission	47	<u>\$ 11,925.32</u>
11. Use of Building Funds-Library	98	<u>\$ -</u>
 Total All Funds		 <u><u>\$241,108.17</u></u>

CITY OF LAKE GENEVA
ACCOUNTS PAYABLE UNPAID ITEMS OVER \$5,000
FINANCE, LICENSE, & REGULATION COMMITTEE
4/18/2023

TOTAL UNPAID ACCOUNTS PAYABLE
ITEMS > \$5,000
Associated Appraisal Consultants Inc-2023 Revaluation Program
Dekind Computer Consultants-IT Services-May 2023
Elkhorn Chemical Co Inc-Park Supplies
Giraffe Electric-Beach House Remodel
Jerry Willkomm Inc-Gasoline purchase
John's Disposal Service Inc-Garbage Removal-April 2023
Lake Geneva Utility-Water and Sewer Impact Fees
Selzer-Ornst Construction Co LLC-Library Project Final Payment
Timberline Sign Co Inc-Historic Sign Replacements
Total Parking Solutions Inc-Kiosk Maintenance Support
Visit Lake Geneva-Tourism Grant-Ice Walk
Wipfli-Audit Services

\$ 241,108.17
\$ 11,850.79
\$ 7,685.00
\$ 5,194.05
\$ 12,887.00
\$ 5,190.95
\$ 57,612.72
\$ 10,665.00
\$ 8,933.26
\$ 5,500.00
\$ 34,132.00
\$ 9,594.60
\$ 23,100.00

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

Invoice.Batch = "04192023","04192023A","04192023"

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
11				
VANDEWALLE & ASSOCIATES INC				
202303054	03/20/2023	COST RECOVERY	11-00-00-13910 A/R BILL OUTS	2,895.00
Total VANDEWALLE & ASSOCIATES INC:				2,895.00
AURORA HEALTH CARE INC.				
505-CI0002124	03/31/2023	2ND QTR 2023 FEE	11-10-20-51350 EAP PROGRAM	937.50
Total AURORA HEALTH CARE INC.:				937.50
WALWORTH COUNTY				
64-246 03/23	04/04/2023	COURT FINES-MAR 2023	11-12-00-24200 COURT FINES-COUNTY	2,116.90
Total WALWORTH COUNTY:				2,116.90
STATE OF WISCONSIN				
64-246 03/23	04/04/2023	COURT FINES-MAR 2023	11-12-00-24240 COURT FINES-STATE	4,787.00
Total STATE OF WISCONSIN:				4,787.00
ODP BUSINESS SOLUTIONS LLC				
305229451001	03/28/2023	ENVELOPE BOOK/SEC	11-12-00-53100 MUNICIPAL CT OFFICE SUPPLIES	51.66
305231670001	03/28/2023	ENVELOPES	11-12-00-53100 MUNICIPAL CT OFFICE SUPPLIES	42.99
Total ODP BUSINESS SOLUTIONS LLC:				94.65
WIPFLI				
2226631	03/29/2023	2022 AUDITING SVC	11-15-10-52130 INDEPENDENT AUDIT FEES	23,100.00
Total WIPFLI:				23,100.00
DEKIND COMPUTER CONSULTANTS				
35537	04/03/2023	IT SERVICES-MAY 2023	11-15-10-54500 COMPUTER IT SVC & EQUIPMENT	7,685.00
Total DEKIND COMPUTER CONSULTANTS:				7,685.00
ASSOCIATED APPRAISAL CONSULTANTS INC				
167619	04/01/2023	2023 REVALUATON PROGRAM	11-15-40-52100 ASSESSOR CONTRACTED SERVICES	11,850.79
Total ASSOCIATED APPRAISAL CONSULTANTS INC:				11,850.79
MARED MECHANICAL				
134241	03/29/2023	CIRCULATION PUMP	11-16-10-52400 CITY HALL BUILDING REPAIRS	3,949.56
Total MARED MECHANICAL:				3,949.56
ITU ABSORB TECH INC				
8100019	03/31/2023	FLOOR MATS	11-16-10-53600 CITY HALL MAINT SERVICE COSTS	129.45

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total ITU ABSORB TECH INC:				129.45
RHYME BUSINESS PRODUCTS				
33783469	04/04/2023	SHARP SP-70C45 MFP- APR 202	11-16-10-55310 CH OFFICE EQUIPMENT CONTRACTS	648.32
Total RHYME BUSINESS PRODUCTS:				648.32
KAPUR & ASSOCIATES INC				
117901	03/14/2023	GIS UPDATES KAPUR	11-30-00-52160 CITY ENGINEERING FEES	630.00
Total KAPUR & ASSOCIATES INC:				630.00
JERRY WILLKOMM INC				
295430	03/17/2023	1550.0 GAS	11-32-10-53410 VEHICLE-FUEL & OIL	5,190.95
Total JERRY WILLKOMM INC:				5,190.95
ROTE OIL				
230900610	03/31/2023	456.2 GAL DIESEL FUEL ON RO	11-32-10-53410 VEHICLE-FUEL & OIL	1,528.27
230900611	03/31/2023	165.5 GALS DYED DIESEL	11-32-10-53410 VEHICLE-FUEL & OIL	503.12
230950410	04/05/2023	150.9GALS ON ROAD DIESEL	11-32-10-53410 VEHICLE-FUEL & OIL	490.43
Total ROTE OIL:				2,521.82
ELKHORN NAPA AUTO PARTS				
296074	03/27/2023	ATM FUSE STOCK	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	71.43
Total ELKHORN NAPA AUTO PARTS:				71.43
LAKESIDE INTERNATIONAL LLC				
2304418P	03/29/2023	MUFFLER AND CLAMPS TRK #3	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	696.58
Total LAKESIDE INTERNATIONAL LLC:				696.58
MACQUEEN EQUIPMENT				
P28677	04/03/2023	WATER PUMP SWEEPER	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	945.11
Total MACQUEEN EQUIPMENT:				945.11
MILLER BRADFORD & RISBERG INC				
P3756202	03/31/2023	SWITCH-LOADER #35	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	81.76
Total MILLER BRADFORD & RISBERG INC:				81.76
RNOW INC				
2023-65675	04/10/2023	FUSEANDMICRORELAY	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	238.62
Total RNOW INC:				238.62
ITU ABSORBTECH INC				
8100018	03/31/2023	FLOOR MATS SHOP	11-32-10-53600 ST DEPT BLDG MAINT SERV COSTS	122.44
Total ITU ABSORBTECH INC:				122.44
SHERWIN INDUSTRIES INC				
SC050126	03/30/2023	COLD PATCH-STREETS	11-32-10-53700 ROAD MAINTENANCE SUPPLIES	3,126.78

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total SHERWIN INDUSTRIES INC:				3,126.78
CINTAS CORP				
5153241180	04/10/2023	FIRST AID CABINET RESTOCK	11-32-10-53900 FIRST AID AND SAFETY SUPPLIES	203.95
Total CINTAS CORP:				203.95
OFFICE PRO INC				
0479244-001	04/03/2023	EAR PLUGS	11-32-10-53900 FIRST AID AND SAFETY SUPPLIES	95.72
Total OFFICE PRO INC:				95.72
ALL OUT TRUCKING LLC				
1190	03/28/2023	SNOW CONTRACT HAULING SV	11-32-12-52200 CONTRACT HAULING SERVICES	1,680.00
Total ALL OUT TRUCKING LLC:				1,680.00
GRAYS INC				
38150	04/03/2023	CUTTING EDGES	11-32-12-52500 SNOW & ICE CONTROL-REPAIRS	88.00
Total GRAYS INC:				88.00
KB SHARPENING SERVICE INC				
120403	03/30/2023	(2) WOOD CHOPPER KNIVES	11-32-13-54200 TREE & BRUSH-REPAIR	64.00
Total KB SHARPENING SERVICE INC:				64.00
PAL STEEL COMPANY INC				
94471S	04/10/2023	STEEL PLATE	11-32-15-54500 STORM SEWER MAINTENANCE	272.50
Total PAL STEEL COMPANY INC:				272.50
LANGE ENTERPRISES INC				
83210	03/29/2023	STREET SIGNS	11-34-10-53740 STREET IDENTIFICATION SIGNS	583.20
Total LANGE ENTERPRISES INC:				583.20
JOHNS DISPOSAL SERVICE INC				
1066245	04/05/2023	APRIL SERVICE-GARBAGE	11-36-00-52940 SOLID WASTE-RESIDENTIAL	37,199.58
1066245	04/05/2023	APRIL SERVICE-RECYCLE	11-36-00-52970 SOLID WASTE-RECYCLING	20,413.14
Total JOHNS DISPOSAL SERVICE INC:				57,612.72
PHIL'S ELECTRIC DRAIN				
253895	03/28/2023	DRAIN CLEAN-OUT	11-52-00-52410 BLDG MAINT&REPAIR-PARKS	295.00
Total PHIL'S ELECTRIC DRAIN:				295.00
ELKHORN CHEMICAL CO INC				
650882	03/29/2023	PARK TOWELS, SOAP SUPPLIE	11-52-00-53500 BLDG MAINT SUPPLIES-PARKS	5,194.05
Total ELKHORN CHEMICAL CO INC:				5,194.05
LASER ELECTRIC SUPPLY				
1491127-00	03/23/2023	PARK BATHROOM LIGHTING	11-52-00-53500 BLDG MAINT SUPPLIES-PARKS	43.68

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total LASER ELECTRIC SUPPLY:				43.68
SHERWIN WILLIAMS				
3477-0	04/05/2023	GARBAGE CANS-PAINT	11-52-00-53520 GROUNDS MAINT SUPPLIES	84.29
Total SHERWIN WILLIAMS:				84.29
SIGNATURE SIGNS LLC				
5921	03/29/2023	SERVICE SIGN	11-52-00-53520 GROUNDS MAINT SUPPLIES	70.00
Total SIGNATURE SIGNS LLC:				70.00
TRUGREEN COMMERCIAL				
172786821	03/31/2023	PARK TURF TREATMENTS	11-52-00-53620 GROUNDS FERTILIZER/WEED CONTR	117.75
Total TRUGREEN COMMERCIAL:				117.75
UNITED LABORATORIES				
INV375037	03/31/2023	WEED KILLER	11-52-00-53620 GROUNDS FERTILIZER/WEED CONTR	923.50
Total UNITED LABORATORIES:				923.50
VANDEWALLE & ASSOCIATES INC				
202303054	03/20/2023	CITY PLANNING	11-69-30-52120 OUTSIDE PROFESSIONAL PLANNING	1,185.00
Total VANDEWALLE & ASSOCIATES INC:				1,185.00
RUEKERT & MIELKE INC				
145811	03/28/2023	CITY'S IMPACT FEE STUDY	11-69-30-52130 IMPACT FEES STUDY	552.50
Total RUEKERT & MIELKE INC:				552.50
TIMBERLINE SIGN CO INC				
44579	04/03/2023	SIGN REPLACEMENTS	11-70-00-57200 HISTORIC PRESERVATION	5,500.00
Total TIMBERLINE SIGN CO INC:				5,500.00
COPIES & PRINTS PLUS LLC				
336043	03/20/2023	FLYWAY MAP	11-70-00-57800 AVIAN COMMITTEE EXPENSES	22.25
Total COPIES & PRINTS PLUS LLC:				22.25
Total 11:				146,407.77
40				
GAGE MARINE CORP				
218429	02/10/2023	FISHING PIER 2022 END OF SE	40-52-10-52640 BUOYS & BOAT STALLS-REPAIRS	4,443.35
Total GAGE MARINE CORP:				4,443.35
ULINE				
161535552	03/23/2023	VINYL NUMBERS - BUOY MARK	40-52-10-53990 BUOY/STALL MISC. EXPENSES	106.02
Total ULINE:				106.02

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
MIDSTATE EQUIPMENT				
V75046	03/29/2023	#53 BEACH GROOMER PAINT	40-54-10-53520 BEACH MAINTENANCE SUPPLIES	40.83
Total MIDSTATE EQUIPMENT:				40.83
BATZNER PEST CONTROL				
35358418	03/23/2023	RIV PEST CONTROL	40-55-20-53600 RIV MAINTENANCE SERVICE COSTS	143.00
Total BATZNER PEST CONTROL:				143.00
Total 40:				4,733.20
42				
IQ RESOURCE GROUP, INC				
113802	03/31/2023	TEMP PARKING STAFF	42-34-50-51160 PARKING WAGES-CLERK/DISPATCH	1,264.80
Total IQ RESOURCE GROUP, INC:				1,264.80
TOTAL PARKING SOLUTIONS INC				
106213	04/03/2023	KIOSK MAINTENANCE SUPPOR	42-34-50-54500 SUPPORT CONTRACTS	34,132.00
TOTAL PARKING SOLUTIONS INC:				34,132.00
UNITED PUBLIC SAFETY INC				
UPS00049963	03/31/2023	PLATE LOOKUPS MARCH	42-34-50-54500 SUPPORT CONTRACTS	425.00
Total UNITED PUBLIC SAFETY INC:				425.00
Total 42:				35,821.80
43				
EQUIPARTS				
244575	04/06/2023	BEACH HOUSE REMODEL	43-52-00-53000 PARKS AND REC CAPITAL PROJECTS	1,470.94
Total EQUIPARTS:				1,470.94
GIRAFFE ELECTRIC				
23-244	03/24/2023	BEACH HOUSE REMODEL	43-52-00-53000 PARKS AND REC CAPITAL PROJECTS	12,887.00
Total GIRAFFE ELECTRIC:				12,887.00
Total 43:				14,357.94
45				
LAKE GENEVA UTILITY				
1750 MONTE	03/08/2023	1750 MONTE VISTA DR	45-00-00-24520 WATER IMPACT FEES	1,690.00
201 MAESTRO	03/17/2023	201 MAESTRO CIR	45-00-00-24520 WATER IMPACT FEES	1,690.00
306 HARMON	03/17/2023	306 HARMONY DR	45-00-00-24520 WATER IMPACT FEES	1,690.00
1750 MONTE	03/08/2023	1750 MONTE VISTA DR	45-00-00-24530 SEWER IMPACT FEES	1,865.00
201 MAESTRO	03/17/2023	201 MAESTRO CIR	45-00-00-24530 SEWER IMPACT FEES	1,865.00
306 HARMON	03/17/2023	306 HARMONY DR	45-00-00-24530 SEWER IMPACT FEES	1,865.00
Total LAKE GENEVA UTILITY:				10,665.00
Total 45:				10,665.00

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
47				
DOUGLAS FOOD STORES, INC.				
0077052-IN	01/11/2023	RIV KITCHEN EQUIPMENT-TOU	47-70-00-57150 PROMOTIONAL GRANT	2,330.72
Total DOUGLAS FOOD STORES, INC.:				2,330.72
VISIT LAKE GENEVA				
JAN 2023- ICE	01/31/2023	TOURISM GRANT-VISIT LG	47-70-00-57150 PROMOTIONAL GRANT	9,594.60
Total VISIT LAKE GENEVA:				9,594.60
Total 47:				11,925.32
49				
EDWARD JONES				
JAN-MAR 2023	04/04/2023	PERP CARE CEM-1ST Q 2023	49-00-00-24200 DUE TO INVESTMENT ACCT	3,125.00
Total EDWARD JONES:				3,125.00
Total 49:				3,125.00
99				
SELZER-ORNST CONSTRUCTION COMPANY LLC				
21-123-9	10/07/2022	LIB PROJECT-PAY REQUEST #9	99-00-00-52160 PROFESSIONAL SERVICES	8,933.26
Total SELZER-ORNST CONSTRUCTION COMPANY LLC:				8,933.26
INGRAM LIBRARY SERVICES				
75262392	03/30/2023	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	19.69
75351225	04/04/2023	ADULT BOOKS - CREDIT	99-00-00-54100 LIBRARY ADULT MATERIALS	27.89
multiple 0323 5	04/06/2023	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	3,170.96
multiple 0323 5	04/06/2023	YOUTH BOOKS	99-00-00-54110 LIBRARY YOUTH MATERIALS	1,254.93
Total INGRAM LIBRARY SERVICES:				4,417.69
METERNALLY LLC				
11934ME	04/07/2023	MEMORY CARE KITS	99-00-00-54140 LIBRARY NONPRINT MATERIALS	679.99
Total METERNALLY LLC:				679.99
UNIQUE MANAGEMENT SERVICES INC				
6111637	04/01/2023	COLLECTION FEES-MAR	99-00-00-55110 LIBRARY CIRCULATION SUPPLIES	41.20
Total UNIQUE MANAGEMENT SERVICES INC:				41.20
Total 99:				14,072.14
Grand Totals:				241,108.17

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
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Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

Invoice.Batch = "04192023","04192023A","04192023"

Invoice Detail.GL account (2 Characters) = {<>} "61"

Invoice Detail.GL account (2 Characters) = {<>} "62"

RESOLUTION OF THE COMMON COUNCIL			
Resolution authorizing the issuance of a Conditional Use Permit (CUP) for Robin Kokodynski, 1591 Orchard Ln. Lake Geneva, to allow for a site addition to a property located within the Estate Residential - 1 (ER-1) zoning district Tax Key No. ZA455800001			
Committee:	Plan Commission approved April 17, 2023		
Fiscal Impact:	N/A		
File Number:	23-R26	Date:	April 24, 2023



Kelly C Frazier Design, LLC

March 2, 2023

Mr. Fred Walling
Building Inspector / Zoning Administrator
City of Lake Geneva
626 Geneva Street
Lake Geneva, WI 53147

RE: APPLICATION FOR CONDITIONAL USE IN ER-1 DISTRICT
NEW COVERED ENTRY, NEW LANDSCAPING INCLUDING PATIO & WALKS OF EXISTING RESIDENCE
FOR
MR. and MRS. ANDREW & ROBIN KOKODYNSKI
1591 ORCHARD LANE
LAKE GENEVA, WISCONSIN 53147

Dear Mr. Walling, City Staff and Members of the Plan Commission:

Andrew and Robin Kokodynski at 1591 Orchard Lane in the Lake Geneva Manor Subdivision in the City of Lake Geneva wish to add covered entry, new chimney (chimney already built per 2022 building permit issued), new terrace/patio, walks and landscaping to the Existing Residence.

The *Property* is Lot 1 of Certified Survey Map No. 4558 being a parcel consolidation of all Lot 21 and part of Lots 17, 18, 20 and 22 of Block 31 of Lake Geneva Manor Sub. Tract No. 17 located in part of the Government Lot 2 in the Northwest $\frac{1}{4}$ of the Southeast $\frac{1}{4}$ of Section 35, Town 2 North, Range 17 East, City of Lake Geneva, Walworth County, Wisconsin as recorded on Oct 15, 2014 as Document number 893334 and is designated as Tax Key #ZZ455800001.

Under the Lake Geneva Zoning Ordinance, the property is zoned ER-1, Estate Residential District. This lot is substandard under the bulk requirements of the ER-1 District in that the lot area is 14,925 square feet (0.34 acres) and the lot is irregular abutting two streets with varying widths, 70.17' at Orchard Lane (east) side and 65.97' at Lakeview Drive (west) side. The existing home does not meet the setback requirements of the ER-1 Zoning District, but is considered legal non-conforming structure on a legal substandard lot as it was built prior to adoption of the current zoning designation.

Under the Zoning Ordinance 98.407(3)(a&b), Existing Single Family Residences on legal substandard lots within the ER-1 Zoning District can be added/remodeled upon approval of a Conditional Use per all the zoning requirements of the SR-4 Zoning District, EXCEPT Landscape Surface Ratio (LSR) minimum, which shall remain 60% per ER-1 requirement.

Although the proposed LSR 73% exceeds the 60% minimum required, per Section 98.407(3)(a) & (b), an increase in impervious surface from the current LSR requires review and approval of Storm Water Management Plan with improvements, grading and erosion control plans by the City Engineer to ensure full compliance with the City's stormwater quality and quantity standards.

For the proposed conditional use as described above, submittal includes the following:

- *Application for Conditional Use* and required fee \$100.00 per 98-408er Section 98-408(3)(a)
(Paid with DRT submittal 02/08/23)
- *Agreement for Services*, signed by the Owner (submitted with DRT submittal, 02/08/23)
- A. *Lake Geneva Zoning Map showing location of Subject Property for Conditional Use* with zoning district enlarged map of subdivision and map of properties within 300' of subject property (Walworth County Property Map)
- B. *Existing Plat of Survey of Subject Site* showing existing buildings, driveway, lot dimensions, graphic scale, and north arrow
- C. *Proposed Plat of Survey / Site plan* with all lot dimensions, proposed additions, existing and proposed landscape/hardscape plan
Storm Water Management / Grading Plan w/ proposed drainage system to support the increase of impervious surface which meets setback requirements of the SR-4 zoning and the LSR minimum required in the ER-1 zoning
Soil Erosion Control Plan &
Operation & Maintenance Plan. *Prepared by Farris Hansen and Associates, Inc.*
- D. *Architectural Site/Landscape/Hardscape Plan and Impervious Surface Key Plan* with calculations with Proposed Elevations/Sections for Covered Porch and Chimney and Landscaping Plan by B&J Tree and Landscape Service, Inc
- E. *Written Justification of the proposed Conditional Use*

Thank you for your consideration of our project. Please let me know if you need additional information or have any questions.

Sincerely,



Kelly C. Frazier
Kelly C. Frazier Design, LLC

APPLICATION FOR CONDITIONAL USE

City of Lake Geneva

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

1591 Orchard Lane, Tax Id: ZA455800001 Legal description: Lot 1 of Certified Survey Map. 4558 being a parcel consolidation of all of Lot 21 and part of the Lots 17, 18, 20, and 22 of block 31 of Lake Geneva Manor, Tract Number 17, located in part of the Governmental Lot 2 in the NW 1/4 of the SE 1/4 of Section 35, Town 2 North, Range 17 East, City of Lake Geneva, Walworth County WI as recorded on Oct. 15, 2014 as Document Number 893334.

Name and Address of Current Owner: _____

Andrew & Robin Kokodynski, 1591 Orchard Lane, Lake Geneva, WI 53147

Telephone No. with area code & Email of Current Owner: _____

Robin Kokodynski 262-949-3005, email: r.kokodynski@gmail.com

Owner Signature: _____

Name and Address of Applicant: _____

Andrew & Robin Kokodynski, 1591 Orchard Lane, Lake Geneva, WI 53147

Kelly C Frazier Design LLC, 141 N. Water St Unit 33, Milwaukee, WI 53202

Telephone No. with area code & Email of Applicant: Robin Kokodynski, See above

Kelly Frazier, ph: 262-215-0586, email: kelly@kcfdesignllc.com

Farris, Hansen & Associates, ph: 262-723-2098, email: chris@farrishansen.com

Proposed Conditional Use: Property is located in the ER-1 zoning district but doesn't meet the lot size, is considered a legal substandard property, therefore, per Section 98-407(3), any additions, structures, or paved areas allows permission to use some of the provisions of the SR-4 zoning (with exceptions & requirements per change to ordinance dated Aug. 17, 2021) with a review and approval conditional use permit.

Zoning District in which land is located: ER-1 Estate Residential

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

Kelly Frazier, Kelly C Frazier Design, LLC, 141 N. Water St. Unit 33, Milwaukee, WI 53202

Farris Hansen and Associates, Inc., 7 Ridge Ct., PO Box 437, Elkhorn, WI 53121

Short statement describing activities to take place on site:

Open covered front porch added at front entry and chimney added at rear of home, paved patio added at west side of house with various paved walks added and replaces existing brick/stone patios, walk from street removed for shorter walk from existing driveway, various planting areas with raised planting areas reworked for grade changes that control drainage at high side of lot to direct to natural low grade at southeast, yard and pop-up drainage system with rain garden feature proposed per storm water management plan to control drainage where natural low grade exists.

Conditional Use Fee payable upon filing application: \$400.00 [\$100.00 for Application Under Sec. 98-407(3)]

02/07/2023

Date

Robin Kokodynski

(owner's signature -see DRT submittal from 02/07/2023)

Signature of Applicant

_____ Cost Recovery # _____
Petitioner Name _____ Project Address _____
OFFICE USE ONLY _____ Description of Request _____

Agreement for Services

REIMBURSABLE BY THE PETITIONER / APPLICANT. The city may retain the services of the professional consultants (including planners, engineers, architects, attorneys, environmental specialists, recreation specialists, and other experts) to assist in the City's review of a proposals coming before the Plan commission and/or Common Council. The submittal of a development proposal application or petition by a Petitioner shall be construed as an agreement to pay for such professional review services applicable to the proposal including any financing charges that may accrue. The City applies the charges for these services to the Petitioner. The City Administrator at any time may require an applicant to submit an advance deposit of **\$500 to \$5,000 depending on the complexity and anticipated involvement of the City's consultants** or continuing advance deposits against future billings by the City for recovery of costs provide by this ordinance 98-935(4). **An advanced deposit shall be required for the application related to Extraterritorial matters.** Surplus deposits shall be returned to the Applicant at the conclusion of the project.

Project: Andrew & Robin Kokodynski, as applicant/petitioner for
Kokodynski Residence
Project Address: 1591 Orchard Lane, Lake Geneva, WI 53147
Parcel No. ZA455800001
Name: Andrew and Robin Kokodynski
Address: 1591 Orchard Lane, Lake Geneva, WI 53147

Cell Phone: (262) - 949 - 3005 Phone: (____) - _____ - _____

Email: r.kokodynski@gmail.com

Dated this 07 Day of February, 20 23

Robin Kokodynski

Printed Name of Applicant / Petitioner

Robin Kokokdyski

(owner's signature -see DRT submittal from 02/07/2023

Signature of Applicant/Petitioner

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

Section 98-935 Fees:

(1) Fees for Procedures or Permits Requested by a Private Party: The fees for the procedures and permits established by this Chapter shall be established by resolution of the Common Council of the City of Lake Geneva

(2) Fees for Procedures Requested by the City of Lake Geneva: There shall be no fee in the case of applications filed in the public interest by the Common Council or the Plan Commission, other agency, or official of the City of Lake Geneva.

(3) Payment of Fees: Fees shall be payable at the time applications are filed with the appropriate officer of the City (per the requirements of this Chapter), and are not refundable.

(4) Professional Consultant Review Services: The City may retain the services of professional consultants (including planners, engineers, architects, attorneys, environmental specialists, recreation specialists, and other experts) to assist in the City's review of a proposal coming before the Plan Commission. The City may apply the charges for these services to the Petitioner. The City will require the Petitioner to sign a professional consultant review services form. The City Administrator at any time may require an applicant to submit an advance deposit of **\$500 to \$5,000 depending on the complexity and anticipated involvement of the City's consultants** or continuing advance deposits against future billings by the City for recovery of costs provide by this ordinance 98-935(4). **An advanced deposit shall be required for the application related to Extraterritorial matters.** The City may delay acceptance of the application or petition as complete, or may delay final approval of the proposal, until such fees are paid by the Petitioner. The submittal of a development proposal application or petition by a Petitioner shall be construed as an agreement to pay for such professional review services applicable to the proposal. Review fees which are applied to a Petitioner, but which are not paid, may be assigned by the City as a special assessment to the subject property.

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

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

I. RECORDATION OF ADMINISTRATIVE PROCEDURES

____ Pre-submittal staff meeting scheduled:

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

Follow-up pre-submittal staff meetings scheduled for:

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

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

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

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

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

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

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

II. APPLICATION SUBMITTAL PACKET REQUIREMENTS

Prior to submitting the 8 final complete applications as certified by the Zoning Administrator, the Applicant shall submit 1 initial draft application packet and 1 digital copy for staff review, followed by one revised draft final application packet based upon staff review and comments.

Initial Packet (1 Copy and 1 Digital Copy to Zoning Administrator)

Date: _____ by: _____

↓

Draft Final Packet (8 Copies and 1 Digital Copy to Zoning Administrator)

Date: _____ by: _____

↓

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

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

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

____ Map and all its parts are clearly reproducible with a photocopier;

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

____ All lot dimensions of the subject property provided;

____ Graphic scale and north arrow provided.

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

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

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

_____ (e) **Written justification for the proposed conditional use:**

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

III. JUSTIFICATION OF THE PROPOSED CONDITIONAL USE

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

See attached submittal packet

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

See attached submittal packet

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

See attached submittal packet

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

See attached submittal packet

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

See attached submittal packet

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

See attached submittal packet

IV. FINAL APPLICATION PACKET INFORMATION

____ Receipt of 1 full scale copy in blue/line or black/line
of complete Final Application Packet by Zoning Administrator: Date: _____ by: _____

____ Receipt of 8 reduced (8.5" by 11" text and 11" x 17" graphics)
copies of complete Final Application Packet by Zoning Administrator: Date: _____ by: _____

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

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

____ Class 2 Legal Notice sent to official newspaper by City Clerk: Date: _____ by: _____

____ Class 2 Legal Notice published on _____ and _____ by: _____

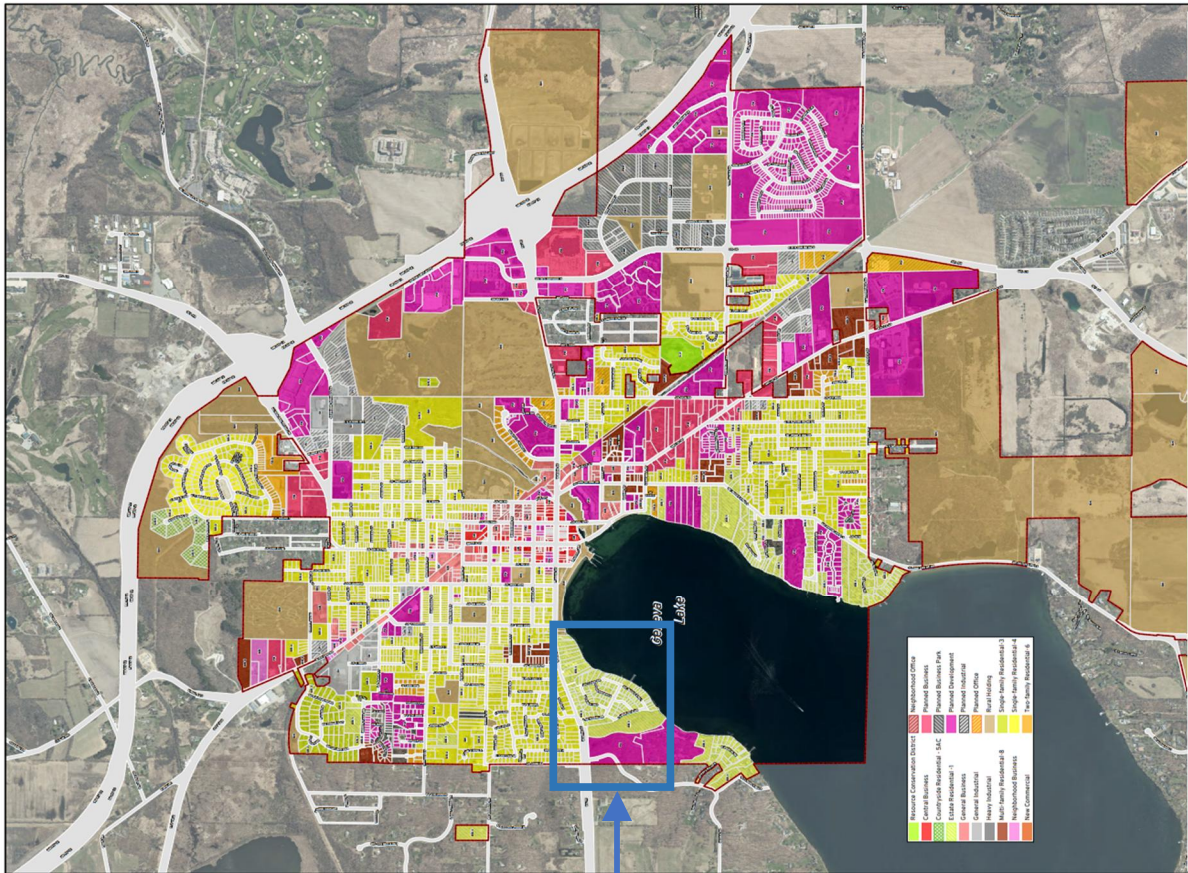
____ Conditional Use recorded with the County Register of Deeds Office: Date: _____ by: _____

**A. MAPS OF PROPOSED CONDITIONAL USE
(LAND USE MAP OF CITY OF LAKE GENEVA)
(WALWORTH COUNTY PROPERTY MAP)**

Lake Geneva Zoning Map

Kokodynski Residence

1591 Orchard Lane
Lake Geneva Manor



NOTE: MAP IS CROPPED



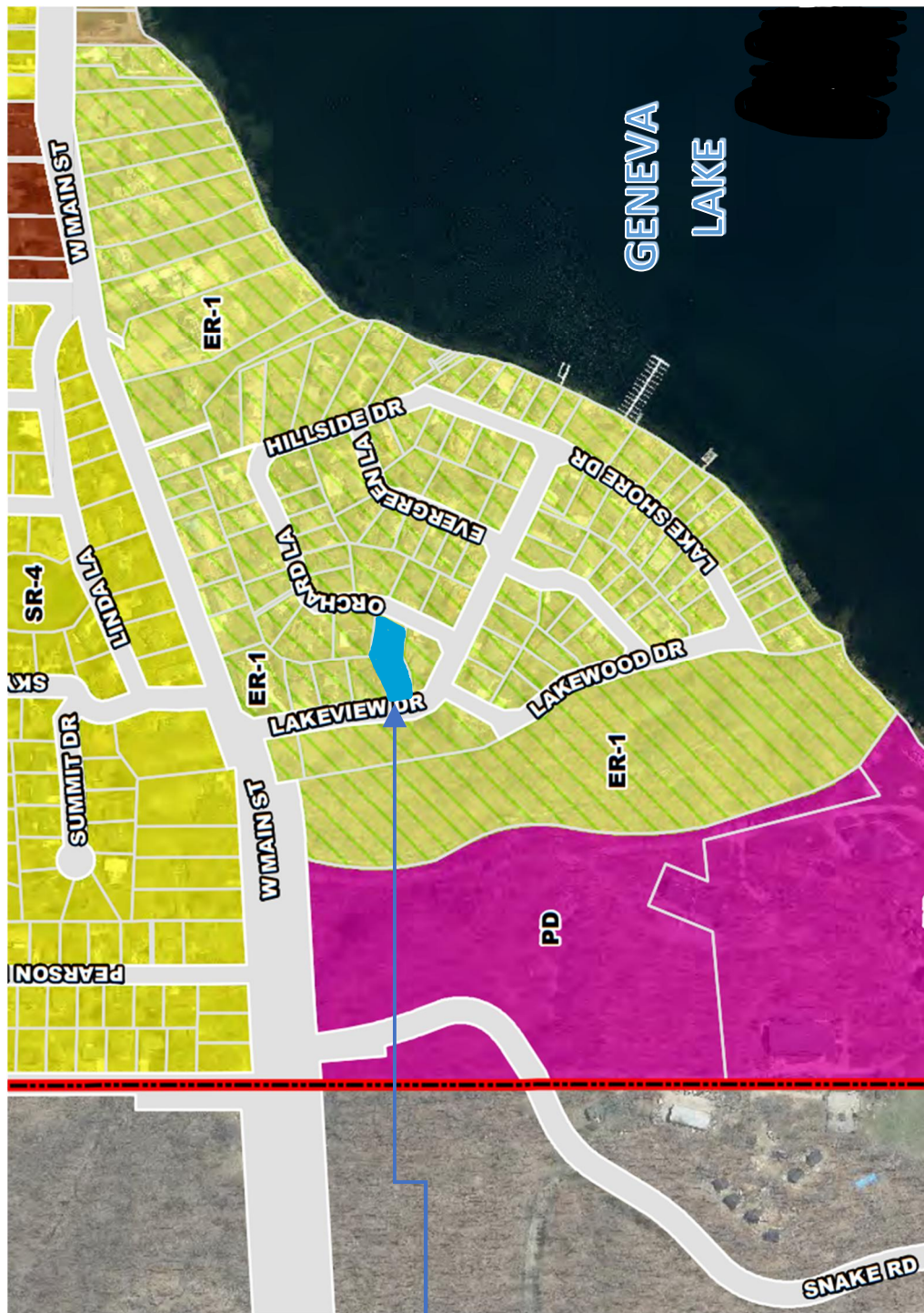
City of Lake Geneva
Zoning Map on Aerial Background

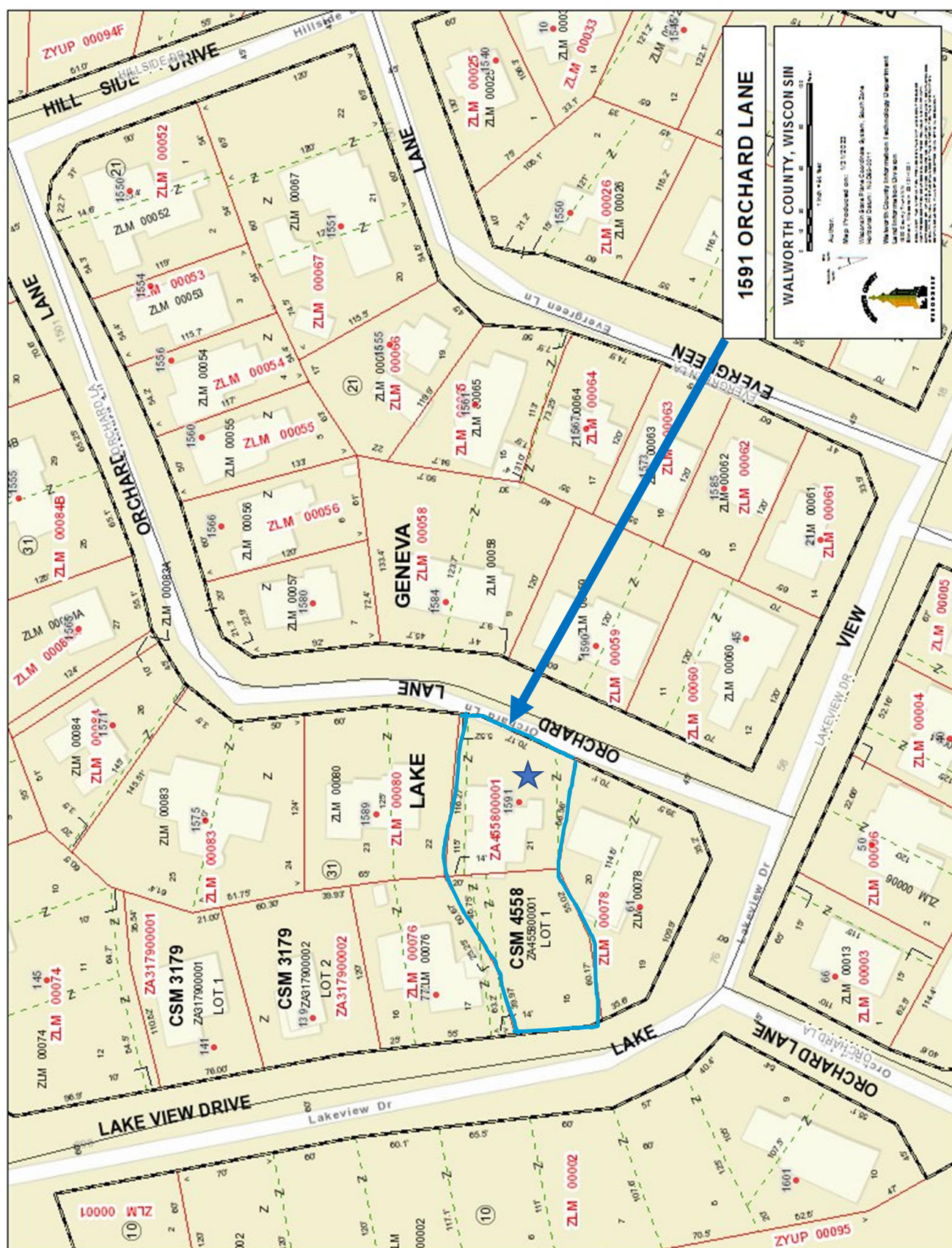


Enlargement

Kokodynski Residence

1591 Orchard Lane
Lake Geneva Manor

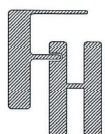




WALWORTH COUNTY PROPERTY MAP

B. EXISTING PLAT OF SURVEY OF SUBJECT SITE

PLAT OF SURVEY
LOT 1 OF CERTIFIED SURVEY MAP NO. 4558
LOCATED IN THE NW 1/4 OF THE SE 1/4 OF SECTION 35, TOWN 2 NORTH, RANGE 17 EAST
CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN



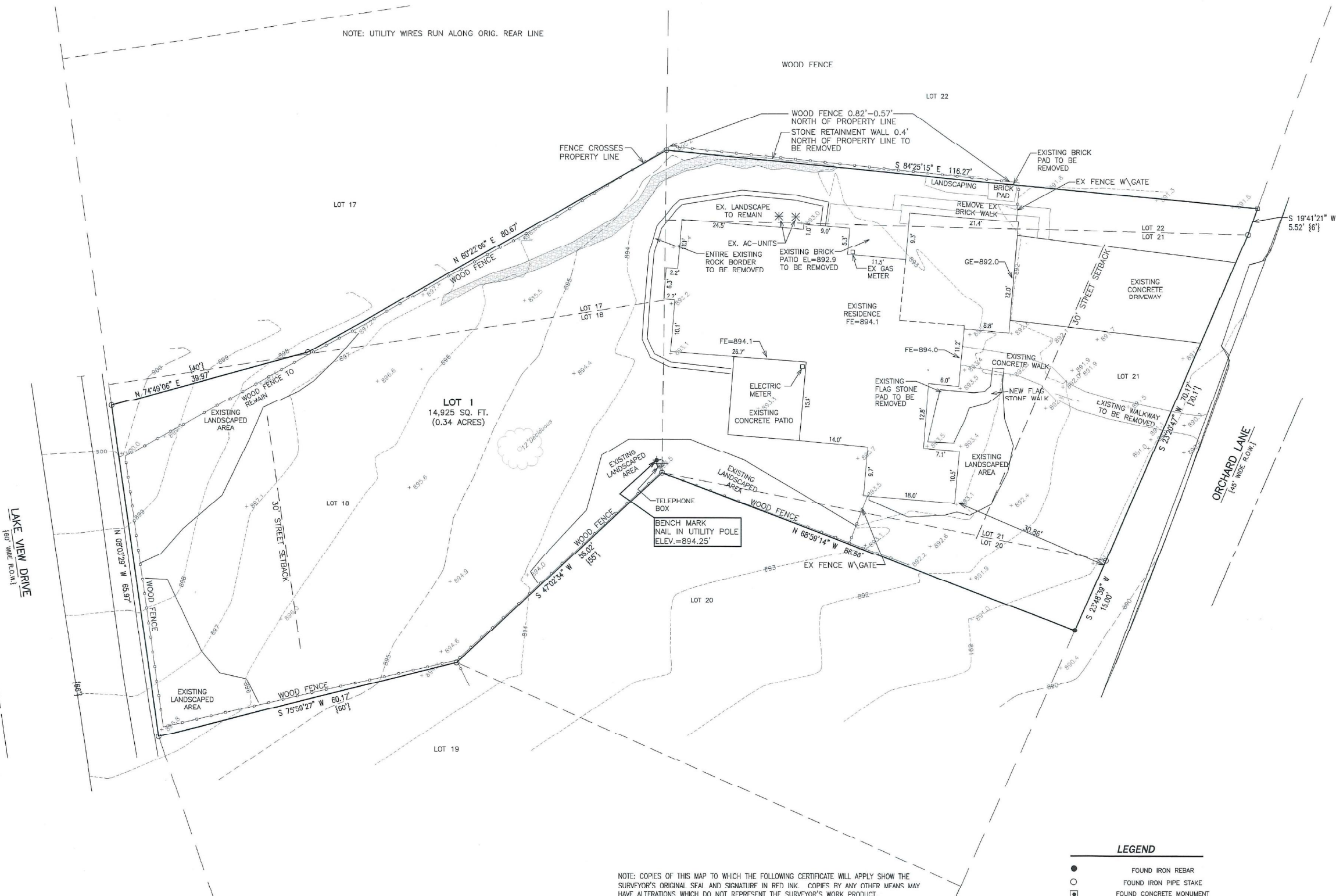
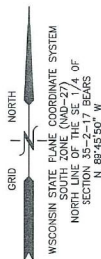
PLAT OF SURVEY
LOT 1 CSM 4558
1591 ORCHARD LANE
LAKE GENEVA, WI 53147

— WORK ORDERED BY —
ANDREW & ROBIN KOKODYNSKI
1591 ORCHARD LANE
LAKE GENEVA, WI 53147

FARRIS, HANSEN & ASSOCIATES, INC.
ENGINEERING — ARCHITECTURE — SURVEYING
7 RIDGWAY COURT P.O. BOX 437
ELKHORN, WISCONSIN 53121
OFFICE: (262) 723-2098 FAX: (262) 723-5886

REVISIONS

PROJECT NO.
9114.22
DATE
10/24/2022
SHEET NO.
1 OF 1



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

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

DATED: 10/24/2022
CHRISTOPHER A. HODGES P.L.S. 2760

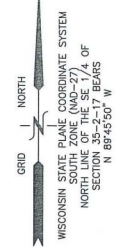


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- C. PROPOSED PLAT OF SURVEY / SITE PLAN,
STORM WATER MANAGEMENT PLAN,
GRADING, and SOIL EROSION CONTROL PLAN
& Operation & Maintenance Plan
Prepared by Farris Hansen & Associates, Inc.

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

WOOD FENCE

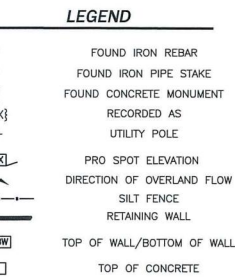


— WORK ORDERED BY —
ANDREW & ROBIN KOKODYNSKI
1591 ORCHARD LANE
LAKE GENEVA, WI 53147

ENGINEERING — ARCHITECTURE — SURVEYING
7 RIDGWAY COURT P.O. BOX 437
ELKHORN, WISCONSIN 53121
OFFICE: (262) 723-2098 FAX: (262) 723-5886

REVISIONS
24-23 D ROOF LEADS
03/2023-DHC PREVIOUS TABLE
10/20/2023 -TS D RAIN GARDEN

PROJECT NO. 9114.22
DATE 10/24/2022
SHEET NO. 1 OF 1



- 1) SILT FENCING INSTALLED
- 2) VEGETATION TO BE CLEARED
- 3) TOPSOIL STRIPPED
- 4) FOUNDATIONS DUG & POURED
- 5) FRAMING CONSTRUCTION COMPLETED
- 6) PATIO & LANDSCAPING FEATURES COMPLETED

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

CHRISTOPHER A. HODGES P.L.S. 2760

* SIZING FACTOR BASED ON 100% RUNOFF VOL. AND 8" PONDING DEPTH PER WDNR TECH STANDARDS

14,925 SF (LOT) - 4,165 SF IMPERVIOUS SF =
10,760 SF OF GREENSPACE REMAINING
PRE-CONSTRUCTION LSR: 72%

OPERATION & MAINTENANCE PLAN

February 2023

Kokodynski Residence

1591 Orchard land
City of Lake Geneva, WI

It is anticipated that the Owner, ANDREW & ROBIN KOKODYNSKI will become responsible for the operation and maintenance of the stormwater system upon completion of construction. Until such time, the contractor will be responsible for operation and maintenance.

The contractor selected to complete the site work construction will be responsible for the operation and maintenance of the temporary erosion control measures during construction and the stormwater management system during the construction phase of the project. Erosion control measures shall be installed and maintained as shown on site plans for the project in accordance with details shown on the plan. Erosion control shall be maintained as detailed on the site plan.

The following maintenance and inspection recommendations are taken from WDNR's Technical Standard 1009 and shall become part of the operation and maintenance plan for the stormwater management system located on the site:

RAIN GARDEN

- (1) Inspection. A plan to inspect the rain garden a minimum of three times per growing season to remove nuisance or invasive plants and identify problems with excess moisture, soil erosion, berm settling or failure of any other component.
- (2) Plants and weeds. Cut and remove nuisance or invasive species, remove excessive dead plant material annually, and replace desired species that may have died in significant numbers.
- (3) Erosion control and berm settling. Stabilize eroding soil and repair damage or settling that may occur on the berm if it affects the ponding area or discharge flow path.

- (4) Compaction. If the rain garden retains surface water for greater than 72 hours, soil compaction mitigation may be needed. Soil compaction mitigation includes taking action to decrease bulk density of the soil, which might be accomplished by a combination of mechanical, vegetative and/or chemical means. Examples of compaction mitigation include: deep tilling, deep ripping, soil amendment and establishment of deep-rooted vegetation. If turf grass is currently present, switch to deep-rooted native species.

Hire or train individuals who are able to identify all stages of life as well as common weeds and invasive plants. These individuals should also be knowledgeable about effective control methods for common weeds.

It is not recommended to use a rain garden for snow storage since snow is often associated with deicers and other sediment and debris, which will damage the plants and soil.

Table 1. Typical Maintenance Activities for Rain Garden Areas

ACTIVITY	FREQUENCY
Inspect rain garden to remove nuisance or invasive plants and identify problems with excess moisture, soil erosion, berm settling or failure of any other component	At least three times per growing season
Water plants	As needed for several weeks after planting, and during drought conditions thereafter
Monitor water level after a large rainfall to ensure drainage	As needed, especially during the first year
Remove nuisance or invasive plants	As needed per inspections
Re-plant void areas	As needed per inspections
Treat diseased trees and shrubs	As needed per inspections
Repair eroded areas and any berm damage or settling	As needed per inspections
Remove trash and debris	As needed per inspections
Remove excessive dead plant material	Annually (spring recommended)

**D ARCHITECTURAL SITE/LANDSCAPE/HARDSCAPE PLAN
PROPOSED ELEVATIONS/SECTIONS FOR COVERED PORCH
AND CHIMNEY
LANDSCAPE PLAN by B&J Tree and Landscape Service, Inc**



**KELLY C FRAZIER
DESIGN, LLC**
141 N. WATER ST
UNIT #33
MILWAUKEE, WI
53202
PH: 262.215.0586
KELLY@KCFDESIGNLLC.COM
CUSTOM HOME DESIGN
&
PLANNING

© KELLY C FRAZIER DESIGN, LLC
DESIGN & DRAWINGS ARE EXCLUSIVE
PROPERTY OF KCFDESIGN, LLC.
The original drawings and specifications
(including electronic computer files)
prepared for this project are instruments
of the Designer's service, and shall remain
the property of KCFDESIGN, LLC. Both the
Owner and Builder, (including owner's and
builder's agents, suppliers, contractors and
subcontractors) shall use these documents
only with respect to this specific project.
These documents, Design or working
drawings and computer files shall not be
altered, reproduced or used for other
parties not related specifically to this
owner and/or project location without
written notice and/or compensation to
KCFDESIGN, LLC.

REMODELING FOR
ANDREW & ROBIN KOKODYNSKI
1591 ORCHARD LANE
GENEVA MAJOR
LAKE GENEVA, WISCONSIN

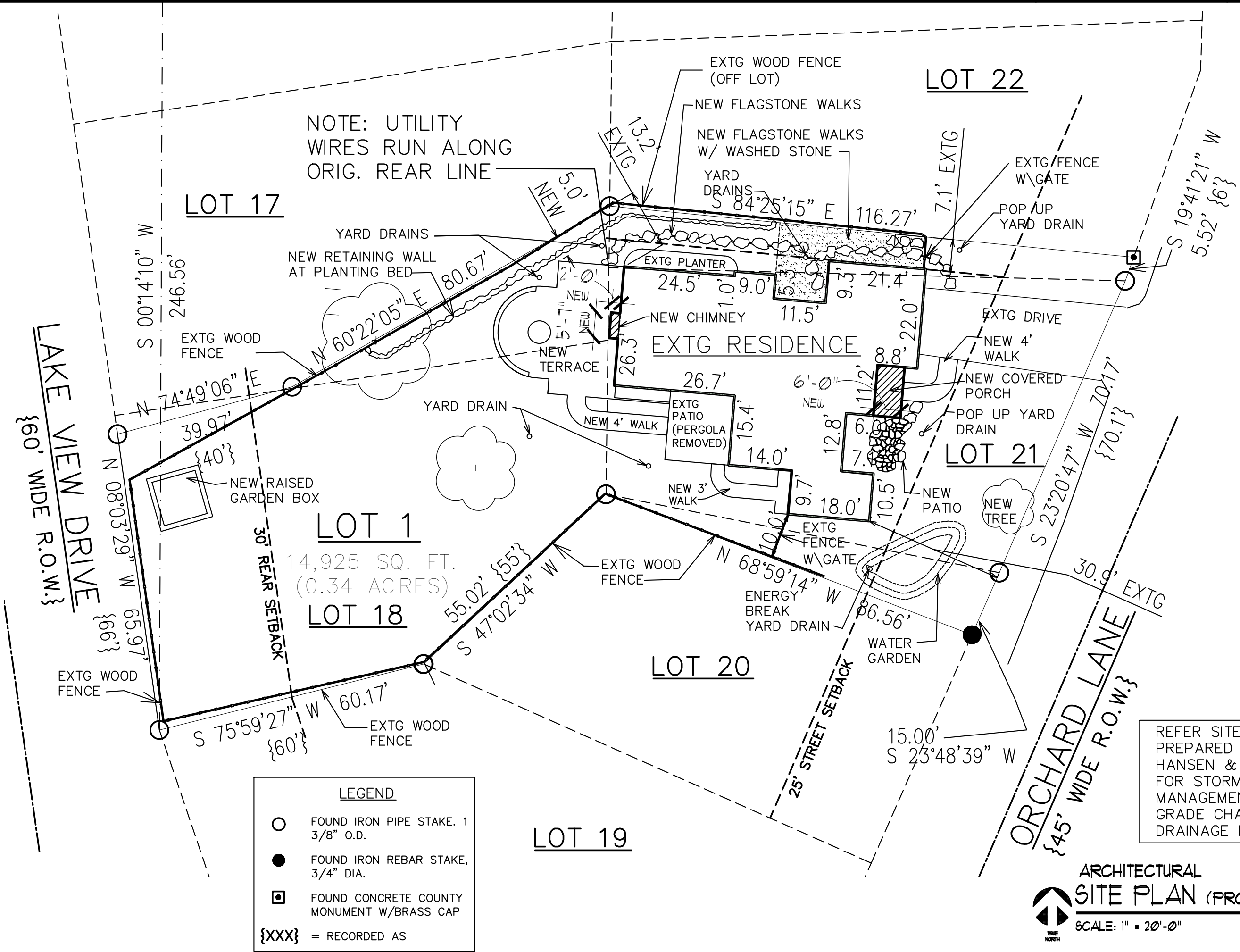
PROJECT NO.
2021.09

REVISIONS

■	PRELIMINARY
■	BID/APPROVAL
■	PERMIT
□	CONSTRUCTION

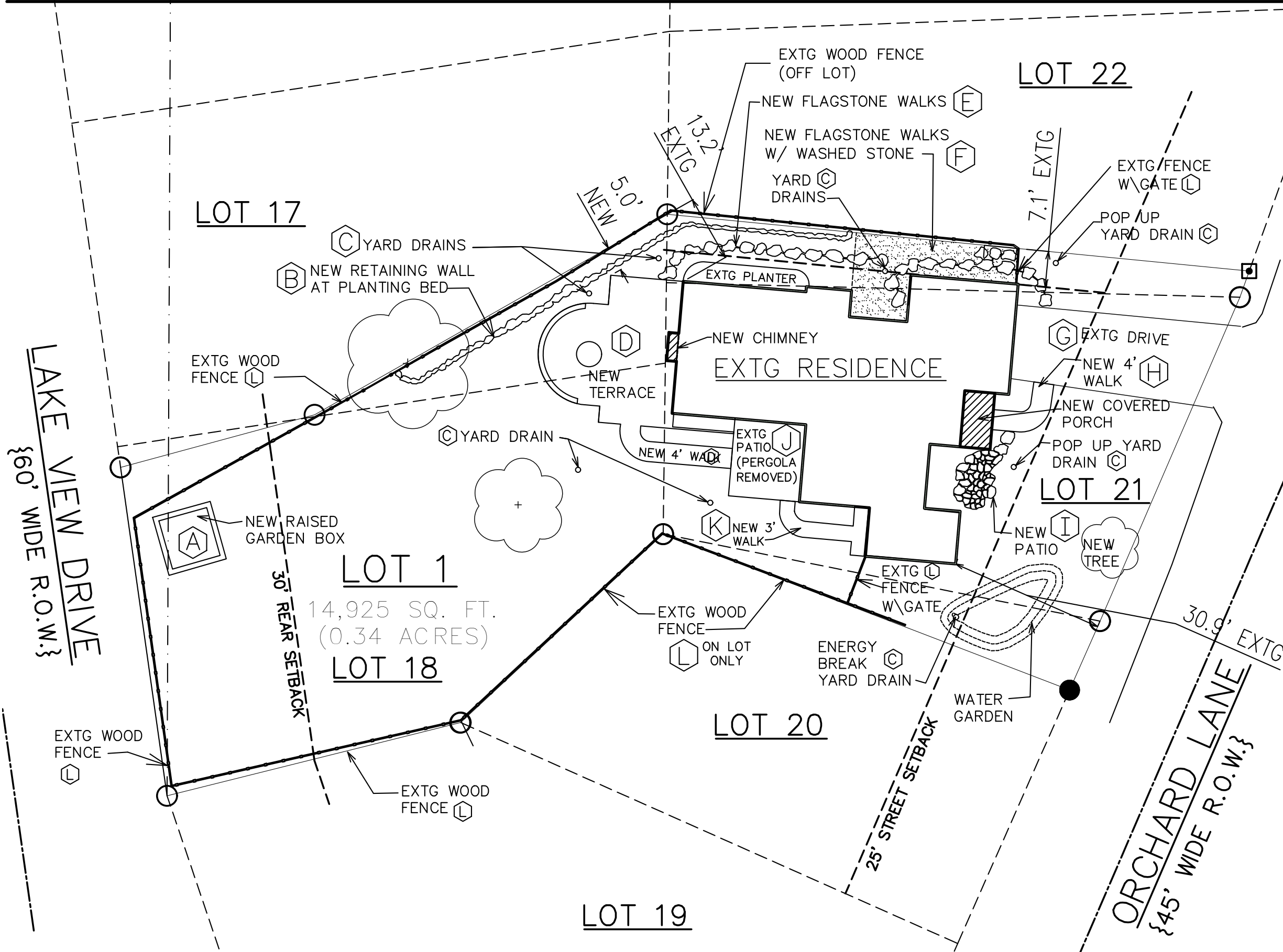
DATE
03.02.23

SHEET
CUP1



REFER SITE PLAN
PREPARED BY FARRIS
HANSEN & ASSOCIATES
FOR STORM WATER
MANAGEMENT PLAN FOR
GRADE CHANGES AND
DRAINAGE PLAN

**ARCHITECTURAL
SITE PLAN (PROPOSED)**
SCALE: 1" = 20'-0"



BUILDING COVERAGE CALCULATIONS:	
LOT AREA:	14,925 SF
BUILDING COVERAGE ALLOWED 40%:	5,970 SF
PROPOSED BUILDING COVERAGE:	
-EXTG HOUSE/GARAGE FOOTPRINT:	2,310 SF
-PROPOSED COVERED FRONT PORCH:	68 SF
-PROPOSED CHIMNEY (WEST):	11 SF
PROPOSED BUILDING TOTAL:	2,389 SF
CONCLUSION: **MEETS MAX COVERAGE	
2,389 SF DIVIDED BY 14,935 SF =	16%
2,389 SF < 5,970 SF MAX. ALLOWED	
16% < 40% MAX. ALLOWED	

LANDSCAPE SURFACE RATIO CALCULATIONS:	
LOT AREA:	14,925 SF
LSR MIN ALLOWED 60%:	8,955 SF
PROPOSED BUILDING/IMPERVIOUS SURFACES:	
A NEW RAISED GARDEN BOX:	44 SF
B RETAIN'G WALL AT PLANTER:	95 SF
C NEW YARD DRAINS (8 @ 1 SF):	8 SF
D NEW TERRACE W/ SITTING WALL:	735 SF
E NEW FLAGSTONE PATH TO REAR:	71 SF
F NEW FLAGSTONE PATH AT GARAGE:	75 SF
G EXISTING DRIVEWAY:	618 SF
H NEW WALK TO COVERED PORCH:	63 SF
I FLAGSTONE PATIO AT FRONT:	85 SF
J EXTG PATIO -SOUTH:	218 SF
K WALK AT SOUTH TO SOUTH PATIO:	82 SF
L EXTG/RECONFIG FENCE (ON LOT ONLY):	103 SF

TOTAL IMPERVIOUS LANDSCAPING:	2,197 SF
TOTAL IMPERVIOUS BUILDING:	2,389 SF
TOTAL IMPERVIOUS COVERAGE:	4,586 SF
CONCLUSION: **MEETS MINIMUM COVERAGE	
14,925 SF (LOT) - 4,586 SF IMPERVIOUS SF =	10,339 SF OF GREENSPACE REMAINING
10,339 SF > 8,955 SF MIN. REQUIRED	
POST-CONSTRUCTION LSR: 69%	> 60% REQUIRED

PRE-CONSTRUCTION (EXISTING) BUILDING/IMPERVIOUS SURFACES:	
EXTG PATIO -SOUTH:	218 SF
EXTG STOOP & PATIO AT ENTRY & WALK:	305 SF
EXISTING DRIVEWAY:	618 SF
EXTG FENCE (ON LOT ONLY):	103 SF
EXTG PATH AT GARAGE:	131 SF
EXTG PATIO AT NORTH ENTRY:	123 SF
EXTG RETAIN'G WALL AT PLANTER:	95 SF
EXTG BORDER AT PLANTER (WEST & NORTH):	41 SF
EXTG ROCK BED (WEST):	221 SF
TOTAL IMPERVIOUS LANDSCAPING:	1,855 SF
TOTAL EXTG IMPERVIOUS BUILDING:	2,310 SF
TOTAL IMPERVIOUS COVERAGE:	4,165 SF
***PROPOSED INCREASE OF IMPERVIOUS SPACE:	(3%) 421 SF
14,925 SF (LOT) - 4,165 SF IMPERVIOUS SF =	10,760 SF OF GREENSPACE REMAINING
PRE-CONSTRUCTION LSR: 72%	

REFER SITE PLAN PREPARED BY FARRIS HANSEN & ASSOCIATES FOR STORM WATER MANAGEMENT PLAN FOR GRADE CHANGES AND DRAINAGE PLAN

BUILDING & LSR COVERAGE KEY PLAN
SCALE: 1"=20'

KELLY C FRAZIER DESIGN, LLC
141 N. WATER ST
UNIT #33
MILWAUKEE, WI 53202
PH: 262.215.0586
KELLY@KCFDESIGNLLC.COM

CUSTOM HOME DESIGN & PLANNING

REMODELING FOR
ANDREW & ROBIN KOKODYNSKI
1591 ORCHARD LANE
GENEVA MAJOR
LAKE GENEVA, WISCONSIN

PROJECT NO.
2021.09

REVISIONS

PRELIMINARY	
BID/APPROVAL	
PERMIT	
CONSTRUCTION	

DATE
03.02.23

SHEET
CUP 2



PROPOSED NEW COVERED PORCH
EAST (STREET) ELEVATION
SCALE: 1/4" = 1'-0"



KELLY C FRAZIER
DESIGN, LLC
141 N. WATER ST
UNIT #33
MILWAUKEE, WI
53202
PH: 262.215.0586
KELLY@KCFDESIGNLLC.COM
CUSTOM HOME DESIGN
&
PLANNING

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DESIGN & DRAWINGS ARE EXCLUSIVE
PROPERTY OF KCFDESIGN, LLC.
The original drawings and specifications
(including electronic computer files)
prepared for this project are instruments
of the Designer's service, and shall remain
the property of KCFDESIGN, LLC. Both the
Owner and Builder, (including owner's and
builder's agents, suppliers, contractors and
subcontractors) shall use these documents
solely with respect to this specific project.
KCFDESIGN, LLC shall retain all common
law, copyright, and statutory rights to
these documents. Design or working
drawings and computer files shall not be
altered, reproduced or used for other
parties not related specifically to this
owner and/or project location without
written notice and/or compensation to
KCFDESIGN, LLC.

REMODELING FOR
ANDREW & ROBIN KOKODYNSKI
1591 ORCHARD LANE
GENEVA MAJOR
LAKE GENEVA, WISCONSIN

PROJECT NO.
2021.09

REVISIONS

PRELIMINARY
BID/APPROVAL
PERMIT
CONSTRUCTION

DATE
03.02.23

SHEET
CUP3



PH: 262.215.0586
LLY@KCFDESIGNLLC.COM

CUSTOM HOME DESIGN
&
PLANNING

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Architects, Engineers, Suppliers, Contractors
and Subcontractors) shall use these documents
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KCFDESIGN, LLC shall retain all copyrights,
patents, copyright, and statutory rights
in these documents. Design or work
drawings and computer files shall not be
reproduced, reproduced or used for other
purposes not related specifically to
this owner and/or project location without
written notice and/or compensation
to KCFDESIGN, LLC.

REMODELING FOR
ANDREW & ROBIN KOKODYNSKI
1591 ORCHARD LANE
GENEVA MANOR
LAKE GENEVA, WISCONSIN

PROJECT NO.
2021.09

REVISIONS

☐ PRELIMINARY
☐ BID/APPROVAL
☐ PERMIT
☐ CONSTRUCTION

DATE
03.02.23

SHEET
CUP4



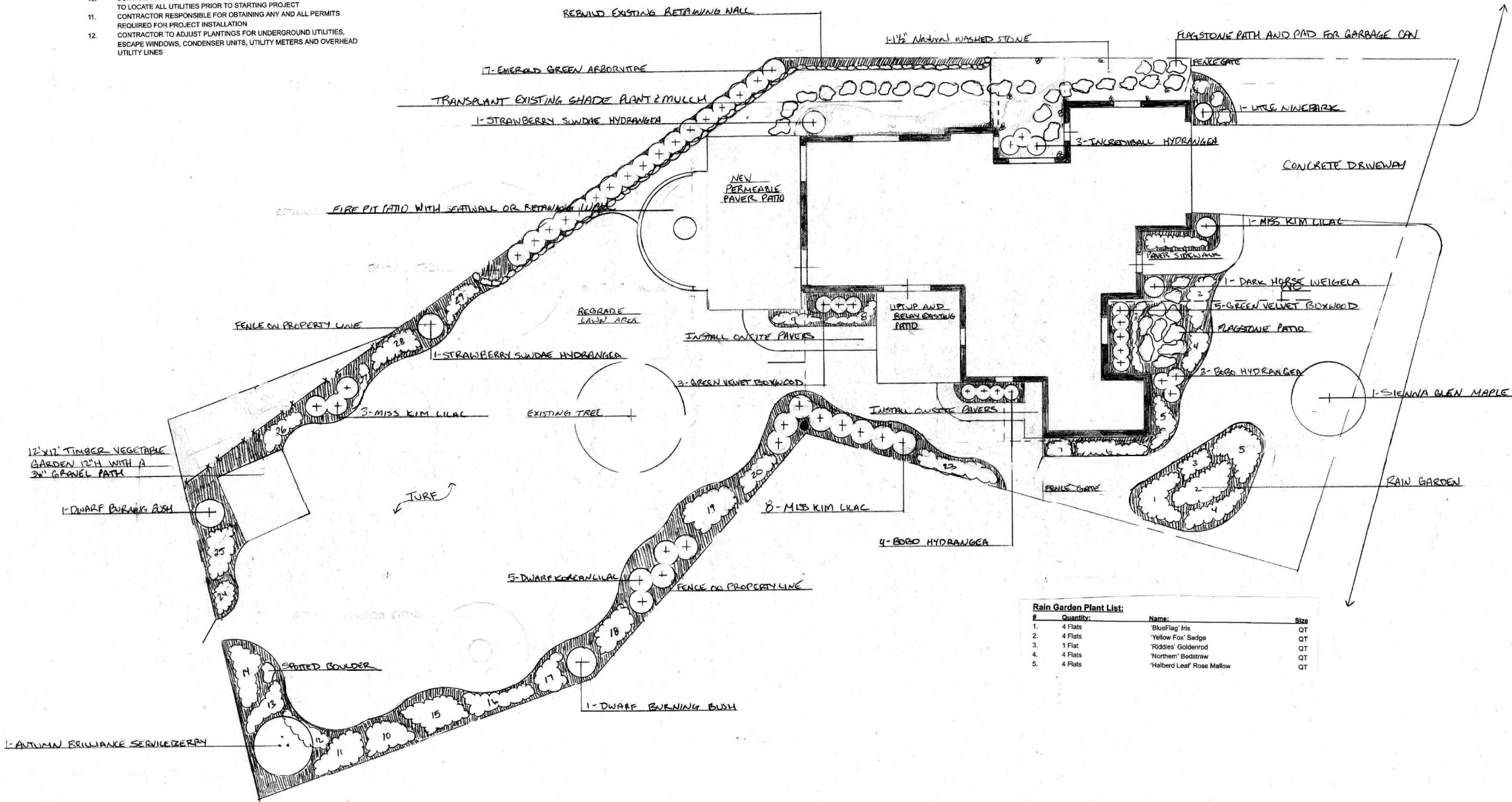
KOKODYNSKI RESDENCE

1991 ORCHARD LANE LAKE GENEVA WI 53147

NOTES AND SPECIFICATIONS

- ALL LANDSCAPING SHALL BE INSTALLED IN ACCORDANCE WITH CITY, VILLAGE OR OTHER LOCAL LANDSCAPING OR CONSTRUCTION SPECIFICATIONS
- ALL INDIVIDUAL TREES TO RECEIVE 3" CLEAN DOUBLE SHREDDED HARDWOOD MULCH IN A 5' DIAMETER MOW RING
- ALL PLANTING BEDS TO RECEIVE 3" MIN. DOUBLE SHREDDED HARDWOOD MULCH
- ALL PLANTING BEDS TO BE SHOVELED EDGE
- ALL PLANT MATERIAL TO BE SPECIMEN QUALITY AND MEET THE AMERICAN STANDARDS OF NURSERY STOCK, WHICH IS PUBLISHED BY THE ANA (AMERICAN ASSOCIATION OF NURSERYMEN)
- ALL PLANTS (UNLESS OTHERWISE SPECIFIED) ARE TO BE BALLED & BURLAPPED OR APPROVED CONTAINER STOCK
- ALL TREE SHRUB BACK FILL TO MIX TO BE:
4 PARTS CLEAN PULVERIZED TOPSOIL
1 PART MUSHROOM COMPOST
- ALL PERENNIAL PLANTING MIX TO BE
3 PARTS CLEAN PULVERIZED TOPSOIL
1 PART MUSHROOM COMPOST
1 PART SAND
40 # / 100 SF GYPSUM
(TILL 2" OF THIS MIX IN 6-8" DEEP)
- CONTRACTOR TO SUBMIT IN WRITING TO PROPERTY OWNERS, A ONE YEAR-100% - PLANT GUARANTEE TO COMMENCE ON THE DAY OF PROJECT COMPLETION
- CONTRACTOR RESPONSIBLE FOR CALLING DIGGERS HOTLINE 1-800-242-8511 TO LOCATE ALL UTILITIES PRIOR TO STARTING PROJECT
- CONTRACTOR RESPONSIBLE FOR OBTAINING ANY AND ALL PERMITS REQUIRED FOR PROJECT INSTALLATION
- CONTRACTOR TO ADJUST PLANTINGS FOR UNDERGROUND UTILITIES, ESCAPE WINDOWS, CONDENSER UNITS, UTILITY METERS AND OVERHEAD UTILITY LINES

SEE ENGINEER PLAN FOR DRAINAGE MANAGEMENT



Perennial Plant List:

#	Quantity	Name	Size
1.	8-	'Cape Breeze' Switchgrass	1 gal.
2.	8-	'Pardon Me' Daylily	1 gal.
3.	3 flats	'Green Carpet' Pachysandra	QT
4.	7-	'Wiesner' Salvia	1 gal.
5.	5-	'Midnight Rose' Coralbells	1 gal.
6.	15-	'Bovon's Variety' Geranium	1 gal.
7.	3-	'Karl Foerster' Feather Reed Grass	1 gal.
8.	8-	'Summer Beauty' Allium	1 gal.
9.	7-	'Snowcap' Shasta Daisy	1 gal.
10.	3-	'Sarah Bernhardt' Peony	1 gal.
11.	10-	'Becky' Daisy	1 gal.
12.	8-	'Kim's Knee High' Coneflower	1 gal.
13.	8-	'Karl Foerster' Feather Reed Grass	1 gal.
14.	11-	'Shells De Oro' Daylily	1 gal.
15.	9-	'Goldsturm' Black-eyed Susan	1 gal.
16.	10-	Russian Sage	1 gal.
17.	7-	'Jethro Tull' Coreopsis	1 gal.
18.	8-	'Ruby Star' Coneflower	1 gal.
19.	12-	'Becky' Shasta Daisy	1 gal.
20.	7-	'Pardon Me' Daylily	1 gal.
23.	12-	'Moonbeam' Coreopsis	1 gal.
24.	5-	'Summer Beauty' Allium	1 gal.
25.	8-	'Blue Hill' Salvia	1 gal.
26.	5-	'Little Spire' Russian Sage	1 gal.
27.	7-	'Becky' Shasta Daisy	1 gal.
28.	7-	'Bovon's Variety' Geranium	1 gal.
29.	9-	'Rheinland' Asilbe	1 gal.

Tree and Shrub Plant List:

Quantity	Name	Size
15-	'Miss Kim' Lilac	5 gal.
1-	'Little Devil' Ninebark	3 gal.
1-	'Dark Horse' Weigela	3 gal.
7-	'Bobo' Hydrangea	3 gal.
8-	'Green Velvet' Boxwood	21"
1-	'Sienna Glen' Maple	3.5" DIA
2-	'Strawberry Sundae' Hydrangea	5 gal.
3-	'Incrediball' Hydrangea	5 gal.
1-	'Autumn Brilliance' Serviceberry	6H
5-	'Dwarf' Korean Lilac	5 gal.
2-	'Dwarf Burning Bush	5 gal.

Rain Garden Plant List:

#	Quantity	Name	Size
1.	4 flats	'BlueFlag' Iris	QT
2.	4 flats	'Yellow Fox' Sedge	QT
3.	1 flat	'Riddles' Goldenrod	QT
4.	4 flats	'Northern' Bedstraw	QT
5.	4 flats	'Halberd Leaf' Rose Mallow	QT

REVISED: 2/27/23



Landscape Design & Installation
W2795 Krueger Road - Lake Geneva WI 53147
Member of Arborist Association,
Landscape Contractor Association &
Unilock Authorized Contractor
(262)248-3653 - Fax (262)248-0340
Design By: Blake Castleman
Scale: 1" = 10 Feet
Date: 5/12/2022

E. JUSTIFICATION OF THE PROPOSED CONDITIONAL USE

PROPOSED ADDITIONS & LANDSCAPING TO EXISTING RESIDENCE

for

MR. and MRS. ANDREW KOKODYNSKI

1591 ORCHARD LANE, LAKE GENEVA MANOR

LAKE GENEVA, WISCONSIN 53147

1. **The Subject Property is 1591 Orchard Lane, Lake Geneva Manor Subdivision** and was originally subdivided many years ago and existed long before the current Lake Geneva Zoning Ordinance requirements were adopted. The original intent of the creation of the ER-1 Estate Residential Zoning District was to restrict the development of residential lakeshore and properties with lake rights by limiting the subdivision of existing lots to create new buildable lots. The proposed Conditional Use request will still maintain the residential use for which it was intended and is in keeping with the harmony of the Lake Geneva Comprehensive Plan, zoning ordinance adopted with all amendments.
2. **The Subject Property is zoned ER-1 located in Lake Geneva Manor Subdivision.** Since the creation of these lots were subdivided prior to the ER-1 designation, many of the existing lots do not meet the current ER-1 Residential Bulk Requirements. ***Therefore, per Zoning Ordinance 98.407 Substandard Lot Regulations were adopted to allow special considerations for the lots that don't meet the ER-1 Residential Bulk Requirements.***

Under the Zoning Ordinance Section 98.407(3)(a) & (b), existing Single Family Residences on legal substandard lots within the ER-1 Zoning District can be added/remodeled upon review and approval of a Conditional Use per all the zoning requirements of the SR-4 Zoning District, EXCEPT Landscape Surface Ratio (LSR) minimum, which shall remain 60% per ER-1 requirement.

The SR-4 Zoning District allows for a minimum Lot Area of 9,000 square feet, a minimum Lot Width of 75', a minimum Street Frontage of 50', Street Setback of 25', Rear Lot Line Setback of 30', and Side Lot Line Setback of 6' minimum with a total combined Side Yard Setback of 15', and Maximum building coverage of 40%. The existing home with the proposed covered entry porch added on east/front and chimney added on west/rear (chimney already built per building permit approved Summer, 2022) will still meet the SR-4 setback requirements at street yard, side yards, rear yard setback and height max. (32' for LG Manor) and meets the Maximum Building Coverage at 16% (40% max allowed), under the SR-4 Single Family Zoning District requirements.

This Conditional Use request also requires review and approval of the proposed site plan requesting various changes, that include an additional patio at west/rear of home, additional flagstone & concrete walks, raised planting bed and reconstruction/reconfiguration of existing patios, walks and existing boulder retaining walls at higher grade on north and west side of lot (that currently retains the grade difference between adjacent lots). Per the plans and area calculation shown on drawings, the proposed LSR is 70% with the additions and landscape changes (meeting the 60% min. required) but will decrease the existing/current LSR (73%) by 3%. ***Although the proposed LSR 73% meets the 60% minimum required, per Section 98-407(3)(b), an increase in impervious surface from the current LSR requires review and approval of Storm Water Management Plan with improvements, grading and erosion control plans by the City Engineer to ensure full compliance with the City's stormwater quality and quantity standards.***

We do not believe it was the intention of the City to penalize the owners of existing legal substandard residential lots or prevent them from constructing or remodeling an existing Single-family Residence,

which is why this special consideration was adapted. **As described above and depicted in the plan submittal, the proposed conditional use request meets the special consideration for the subject property, therefore, *is in harmony with the purposes, goals, objectives, policies and standards of the City of Lake Geneva.***

3. **The granting of approval of this proposed Conditional Use would not be a substantial detriment to the adjacent properties because the proposed minor additions to the existing house meet and exceed the bulk standard of the allowed use of the SR-4 Single Family Residential standards and the existing and proposed impervious surface changes resulting in LSR of 73% meets the min. LSR of 60% min. allowed by conditional use.**

The Site plan/storm water management prepared by Farris Hansen and Associates, Inc. proposes the necessary grading and swales to direct storm water run-off from existing and proposed building and impervious surfaces on site to eight on-site subsurface yard drains. The storm management method proposed incorporates collection of roof downspouts (currently utilized already) to existing/new subsurface piping to connect to new yard drains and water garden feature. The system of yard drains and subsurface piping will direct storm water to underground directing it to a rain garden feature at the southeast corner of the lot (lowest grade) thus reducing the surface run-off that naturally occurs to the street and adjacent properties. Operation & Maintenance Plan is also included to ensure the operation of storm water management for future. ***We believe this method is sufficient to handle the decrease of LSR of 3% from the existing LSR (70%) to the proposed 73% and would not adversely affect the health, safety or general welfare of the public, or the provisions of the Zoning Ordinance or Comprehensive Master Plan.***

4. **The proposed Conditional Use would be in compliance with the long-range plans of the City of Lake Geneva in that it would maintain this property as a high quality single family residential use. *All proposed changes to home and property is in keeping and maintaining quality single family residences at the current density was the original intention in the creation of the ER-1 District in these lake access areas.***
5. **The Subject Property is currently served by City sanitary sewer and water, electric and gas. The proposed additions and landscape plan do not impact any changes to these facilities that currently is utilized. Lake Geneva Manor Subdivision does not have a complete underground storm water management system, but relies on surface drainage of the streets and curb system. *With the storm water management currently utilized and proposed modifications for the minor decrease of 3% LSR, we feel this project would not impose an undue burden on any improvements, utilities or services provided by public agencies serving the subject property.***
6. **Single Family Residences are a permitted use within the ER-1 Estate Residential District and are in keeping with the intent of the Master Plan of the City of Lake Geneva. This lot does not currently meet the Bulk Residential Requirements of the ER-1 District. *Therefore, per Zoning Ordinance 98.407 Substandard Lot Regulations were adopted to allow special considerations for the lots that don't meet the ER-1 Residential Bulk Requirements but require review and approval of Conditional Use for any improvements. The proposed construction of minor additions and proposed hardscaping/ landscaping that meet the zoning requirements per Section 98-407(3)(a)&(b) and utilizes storm water management practices to control the decreased LSR of 3%, we believe that approval of this Conditional Use would have little or minimal impact to the public benefits or adverse impact since it is not a change from what is currently allowed.***

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: April 17, 2023

Agenda Item #8

Applicant:

Andrew & Robin Kokodynski
1591 Orchard Lane
Lake Geneva, WI 53147

Request:

1591 Orchard Lane
Proposed Conditional Use Permit for addition of a covered front porch, chimney; replacement of paved walks/patios; and improved landscaping and stormwater management utilizing the SR-4 zoning district in the ER-1 zoning district

Description:

The applicant is submitting a proposal for a Conditional Use Permit (CUP) to utilize the Single-Family Residential SR-4 zoning district requirements for minor residential additions and improvements for a property located at 1591 Orchard Lane. The property is located in the Estate Residential ER-1 zoning district and is seeking use of certain SR-4 zoning standards, as per Section 98-407(3). All surrounding properties are also zoned ER-1.

The property contains a single-family residence. Proposed changes to the building exterior include construction of a new covered front porch with metal roof, new chimney at the rear of the house, and new door on the south building façade. Proposed site improvements include grading and stormwater management, the installation of a new concrete patio and terrace, additional paved flagstone and concrete walkways, a raised planting bed, rain garden, as well as the reconstruction of existing patios, paved walkways, and stone retaining walls all located within the rear yard of the property.

The project will result in a 69% landscaped area across the site, complying with the minimum Landscape Surface Ratio of 60% established for the ER-1 Zoning District. However, because the proposed improvements will increase the amount of impervious surface over existing conditions, the applicant is required to prepare a stormwater study to address increased stormwater impacts. The applicant has provided this study, which has been reviewed by Kapur Associates.

Staff Review:

The proposed project meets all of the requirements for the ER-1 Zoning District except for the side yard building setbacks. There is a provided side yard setback distance of 9 feet from the property line to the residence; this condition is preexisting and will not be changed by this project. The existing side yard setbacks satisfy the requirements of the SR-4 Zoning District of 6 feet.

In sum, the proposed use complies with all applicable requirements of Section 98-206(1) pertaining to Residential land uses, Table 98-402: Residential Bulk Standards, and the requirements of Section 98-407(3) pertaining to the use of SR-4 Zoning Standards accessory structure bulk zoning regulations in the ER-1 Zoning District.

Action by the Plan Commission:

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

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

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

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

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

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

Staff Recommendation:

1. Staff recommends that the Plan Commission recommend approval of the proposed conditional use as submitted, with the findings under A.1-6., above.
2. Staff recommends the Plan Commission adopt the *affirmative set of findings* provided above.
3. Staff recommends the following *additional condition of approval* be attached:
 - a. none

Suggested Motions:

- *Approve:* I recommend approval of the proposed *Conditional Use Permit for Andrew & Robin Kokodynski, 1591 Orchard Lane, Lake Geneva, WI 53147 for the proposed use of the SR-4 zoning standards in the ER-1 Zoning District as per Section 98-407(3) for exterior renovations at the property located at 1591 Orchard Lane in the ER-1 Zoning District, Tax Key No. ZA455800001*, including the affirmative set of findings, and any additional conditions of approval recommended by staff.

- *Deny: I recommend denial of the Conditional Use Permit for Andrew & Robin Kokodynski, 1591 Orchard Lane, Lake Geneva, WI 53147 for the proposed use of the SR-4 zoning standards in the ER-1 Zoning District as per Section 98-407(3) for exterior renovations at the property located at 1591 Orchard Lane in the ER-1 Zoning District, Tax Key No. ZA455800001, because [provide rationale for denial, based on substantial evidence].*

*Jackie Mich, AICP
City Planning Consultant
Vandewalle & Associates*

Memo to City of Lake Geneva

To: Fred Walling, Zoning Administrator **Date:** March 28, 2023

From: Naomi Rauch, P.E.
262-758-6032

CC: Kelly Frazier – Kelly C. Frazier Design
Chris Hodges – Farris, Hansen and Associates
Robin Kokodynski
Dave Nord – City Administrator
Amanda Rotondi – Building and Zoning Administrative Assistant
Tom Earle – Director of Public Works
Josh Gajewski – Utility Director

Subject: **CONDITIONAL USE/SITE PLAN RECOMMENDED APPROVAL – 1591 Orchard Lane**
Kapur Project #23.0151 Phase 01

BACKGROUND AND REQUEST:

A Conditional Use Permit application was submitted by Mr. and Mrs. Kokodynski for the construction of new landscaping, covered entry, walks, patio and rain garden at 1591 Orchard Lane (PIN ZZ455800001). The proposed improvements will create an additional 421 SF of impervious surface.

The following plan and calculations were submitted for review:

- **Plat of Survey Permit Plat Lot 1 CSM 4558**, prepared by Farris Hansen, one sheet, dated October 24, 2022, last revised February 20, 2023.
- **Operations and Maintenance Plan**, February 2023 (2 sheets).

Comments:

Kapur recommends approval of the Conditional Use Permit application for 1591 Orchard Lane based on the information reviewed above. This approval is subject to the following conditions:

1. The proposed rain garden has been sized for 100% runoff volume control from the additional 421 SF of impervious surface. Installation and maintenance of the rain garden shall be consistent with the WDNR Technical Standard Rain Garden 1009. Please note that Table 1 of the technical guidance specifies a 10-ft setback to a full basement foundation or a 5-ft from the building foundation frost footing. The setback is measured from the edge of the ponding area (elevation 891.5). The design engineer shall verify appropriate setbacks have been met.
2. Sedimentation and erosion control measures are required to be placed prior to excavation and construction. It is the responsibility of the applicant/contractor to monitor the condition of the



construction site and ensure the sedimentation and erosion control measures remain in place and functioning through final stabilization.

3. Restoration of the property shall take place as soon as possible after final grading. Temporary erosion control measures shall be removed after final restoration has been achieved.
4. Construction site debris and sediment shall not be tracked off-site or onto Orchard Lane.

The plans have been reviewed for conformance with generally accepted engineering practices and City of Lake Geneva policies. Although the material has been reviewed, the applicant is ultimately responsible for the thoroughness and accuracy of the plans and supplemental data and for compliance with state, county, and other local ordinances and procedures.

Please contact me if you have any questions or comments pertaining to this project.

RESOLUTION OF THE COMMON COUNCIL			
Resolution authorizing the issuance of a Limited Conditional Use Permit (Limited CUP) for Gregory Anagnos N1567 Clover Rd. Lake Geneva, to allow for an Outdoor Commercial Entertainment at 272 Broad St. for the property located in the Central Business (CB) zoning district Tax Key No. ZOP00244			
Committee:	Plan Commission approved April 17, 2023		
Fiscal Impact:	N/A		
File Number:	23-R27	Date:	April 24, 2023

WHEREAS, the City Plan Commission has considered the application of a Limited Conditional Use Permit (Limited CUP) for Gregory Anagnos N1567 Clover Rd. Lake Geneva, to allow for an Outdoor Commercial Entertainment at 272 Broad St. for the property located in the Central Business (CB) zoning district Tax Key No. ZOP00244.

WHEREAS, The City Plan Commission held a Public Hearing thereon pursuant to proper notice given on April 4, 2023.

NOW, THEREFORE, BE IT RESOLVED, that the Zoning Administrator, is hereby authorized, to issue a Limited Conditional Use Permit (Limited CUP) for Gregory Anagnos N1567 Clover Rd. Lake Geneva, to allow for a Outdoor Commercial Entertainment at 272 Broad St. for the property located in the Central Business (CB) zoning district,

Tax Key No. ZOP00244

to include all affirmative findings of fact and note staff recommendations.

Granted by action of the Common Council of the City of Lake Geneva this 24th day of April, 2023.

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

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

Charlene Klein, Mayor

Date

Attest:

Lana Kropf, City Clerk

Date

1 hard copy
1 dig. fnl

\$1400

stand

APPLICATION FOR CONDITIONAL USE

City of Lake Geneva

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

Parcel # 272 Unit A Broad St Lake Geneva, WI 53147
ZDP00244

Name and Address of Current Owner: HANS Melges

MELGES Property Holdings, 1100 Edwards Blvd. 26. WI 53147

Telephone No. with area code & Email of Current Owner: 262-745-3755
hm@melgesreal estate.com

Owner Signature: Hans Melger

Name and Address of Applicant:

Gregory Aragnos N1567 Clover Rd, Lake Geneva, WI 53147

Telephone No. with area code & Email of Applicant: 262-745-1114

chefgreg1962@icloud.com

Proposed Conditional Use: An extension of food sales with
food concession in patio area located against
building of such address.

Zoning District in which land is located: _____

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

NONE

N/A

Short statement describing activities to take place on site:

Sale of gelato novelties and other
items sold within store / water & lemonade
gelato sandwich & lemon sorbet

Conditional Use Fee payable upon filing application: \$400.00 [\$100.00 for Application Under Sec. 98-407(3)]

2-15-2023

Date

[Signature]
Signature of Applicant

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

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

I. RECORDATION OF ADMINISTRATIVE PROCEDURES

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

II. APPLICATION SUBMITTAL PACKET REQUIREMENTS

Prior to submitting the 8 final complete applications as certified by the Zoning Administrator, the Applicant shall submit 1 initial draft application packet and 1 digital copy for staff review, followed by one revised draft final application packet based upon staff review and comments.

Initial Packet (1 Copy and 1 Digital Copy to Zoning Administrator) **Date:** _____ **by:** _____
↓ *Draft Final Packet (8 Copies and 1 Digital Copy to Zoning Administrator)* **Date:** _____ **by:** _____
↓

- _____ **(a) A map of the proposed conditional use:**
- ☒ Showing all lands for which the conditional use is proposed;
 - ☒ Clearly indicating the current zoning of the subject property and its environs, and the jurisdiction(s) which maintains that control;
 - ☒ Map and all its parts are clearly reproducible with a photocopier;
 - ☒ Map size of 11" by 17" and map scale not less than one inch equals 800 ft;
 - ☒ All lot dimensions of the subject property provided;
 - ☒ Graphic scale and north arrow provided.
- _____ **(b) A map, such as the Land Use Plan Map, of the generalized location of the subject property in relation to the City as a whole:**
- _____ **(c) A written description of the proposed conditional use describing the type of activities, buildings, and structures proposed for the subject property and their general locations;**

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

_____ (e) Written justification for the proposed conditional use:

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

III. JUSTIFICATION OF THE PROPOSED CONDITIONAL USE

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

presented as an extension of inside food sales
alternating items never to exceed 2 items

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

It will be far enough away from public access
and will not be a walking traffic hindrance.
a grab a go type of food sale.

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

It This will not pose any threat to
grid concerns or issues

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

Having extra trash receptacles to ease use
of city garbages, sell items with little or
no waste.

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

yes it will impose any
undue burden

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

yes

IV. FINAL APPLICATION PACKET INFORMATION

- ____ Receipt of 1 full scale copy in blueline or blackline
of complete Final Application Packet by Zoning Administrator: Date: _____ by: _____
- ____ Receipt of 8 reduced (8.5" by 11" text and 11" x 17" graphics)
copies of complete Final Application Packet by Zoning Administrator: Date: _____ by: _____
- ____ A digital copy of Final Application Packet shall be emailed to the
Building and Zoning Department upon submittal deadline. Date: _____ by: _____
- ____ Certification of complete Final Application Packet and
required copies to the Zoning Administrator by City Clerk: Date: _____ by: _____
- ____ Class 2 Legal Notice sent to official newspaper by City Clerk: Date: _____ by: _____
- ____ Class 2 Legal Notice published on _____ and _____ by: _____
- ____ Conditional Use recorded with the County Register of Deeds Office: Date: _____ by: _____

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

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

I. RECORDATION OF ADMINISTRATIVE PROCEDURES

____ Pre-submittal staff meeting scheduled:

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

Follow-up pre-submittal staff meetings scheduled for:

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

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

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

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

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

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

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

II. APPLICATION SUBMITTAL PACKET REQUIREMENTS

Prior to submitting the 8 final complete applications as certified by the Zoning Administrator, the Applicant shall submit 1 initial draft application packet and 1 digital copy for staff review, followed by one revised draft final application packet based upon staff review and comments.

Initial Packet (1 Copy and 1 Digital Copy to Zoning Administrator)

Date: _____ by: _____



Draft Final Packet (8 Copies and 1 Digital Copy to Zoning Administrator)

Date: _____ by: _____



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

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

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

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

_____ (c) **A Property Site Plan drawing which includes:**

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

____ In the legend, data for the subject property on:

- ____ Lot Area;
- ____ Floor Area;
- ____ Floor Area Ratio (b/a);
- ____ Impervious Surface Area;
- ____ Impervious Surface Ratio (d/a);
- ____ Building Height.

N/A

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

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

N/A

____ (e) **A Grading and Erosion Control Plan:**

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

N/A

____ (f) **Elevation Drawings of proposed buildings or remodeling of existing buildings:**

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

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

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

III.FINAL APPLICATION PACKET INFORMATION

____ Receipt of 1 full scale copy in blue line or black line

of complete Final Application Packet by Zoning Administrator:

Date: _____ by: _____

____ Receipt of 8 reduced (8.5" by 11" text and 11" x 17" graphics)

copies of complete Final Application Packet by Zoning Administrator:

Date: _____ by: _____

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

Date: _____ by: _____

Development Review Committee (DRC) Application

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

Applicant Information

Property Address 272 Broad St Unit A
Applicant name Gregory Anagnos
Applicant email chefgreg1962@netzero.com Phone Number 262-745-1114
Architect/Contractor/Designer Name N/A
Architect/Contractor/Designer Email _____ Phone Number _____
Type of Construction: New _____ Addition _____ Remodel _____
Type of Development: Single-family _____ Multi-family _____ Commercial N/A Industrial _____
Type of Business _____

Engineering

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

- Storm water management provisions provided? YES / NO
 - As-built/certification notification
- Erosion control plan provided? YES / NO
- Wetlands, floodplains, environmental corridors, groundwater Identified. YES / NO
- Utility Plans Provided
 - Watermain
 - Sanitary Sewer
 - Storm Water
- Is a Land Division required? YES / NO
- Access points and dimensions shown? YES / NO
 - WISDOT Right-of-way?
 - County Right-of-way?
- Estimated Traffic impacts NONE
 - Traffic Study Required YES/NO
 - Traffic Control Plan Required YES/NO
 - Will construction affect street parking or intersections? YES / NO

- Paving Materials, Typical Sections? YES / NO
- WDNR Notice of Intent required? (Land disturbance more than 1 acre)? YES / NO
- Watermain extension required? YES / NO
- Sanitary sewer extension required? YES / NO
- SEWRPC Service Area Amendment needed? YES / NO
- Is a Chapter 30 Permit (wetland/waterway) required? YES / NO
- Proposed building/expansion dimensions None
- Will there be signage? YES / NO type (mounted, freestanding) _____
- Exterior lighting plans? YES / NO
- What kind of noise or level of noise will the business have? None
- Detailed property Site Plan? YES / NO Date of Plan: 3-1-23
- Green Space Calculations (Existing vs. Proposed) YES / NO
- Are landscape plans provided? YES / NO
- Is a Land Division required? YES / NO

Water/Sewer Utilities

If an existing structure please circle the following:

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

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

- Water service size requirement N/A
- Estimated daily water usage in gallons per day N/A
- Estimated maximum water flow in gallons per minute N/A
- Number of bathrooms N/A
- Brief description of process (if Industrial) _____

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

- Number of units N/A
- Number of bedrooms in each unit N/A
- Water service size requirement _____

Equipment
needed

Proposed Use

2x 6' Stainless steel Tables that fold up

1 x 60" chest freezer

Use -

To sell items from gelateria outside
in designated area against the building
away from sidewalk traffic.

Items will be RTE frozen novelties.
Ready to eat.

Waste will be a minimum
Cups, spoons, napkins

I plan on having Extra garbage cans⁽²⁾
to accommodate the refuse.
they are designated by exit of patio

Tables and freezer in green marker

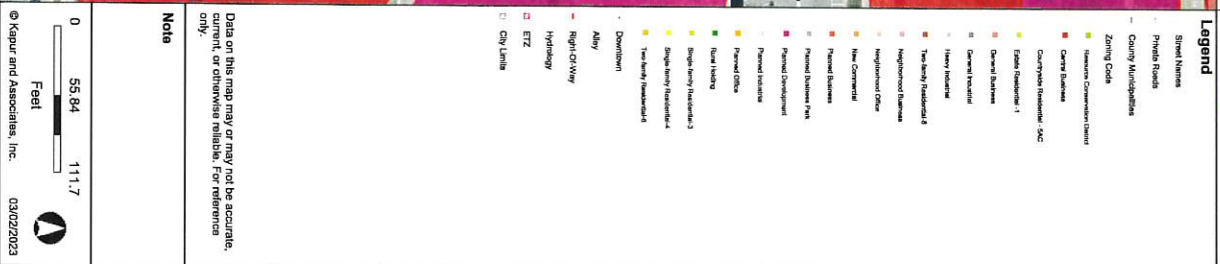
Garbage in red marker

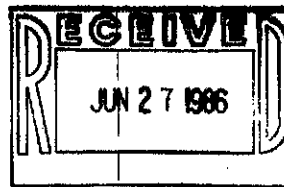


- Legend**
- Street Name
 - Private Roads
 - County Municipality
 - Alley
 - Right-Of-Way
 - Hydrology
 - ETZ
 - City Limits

0 27.92 55.8
Feet
© Kapur and Associates, Inc. 03/02/2023

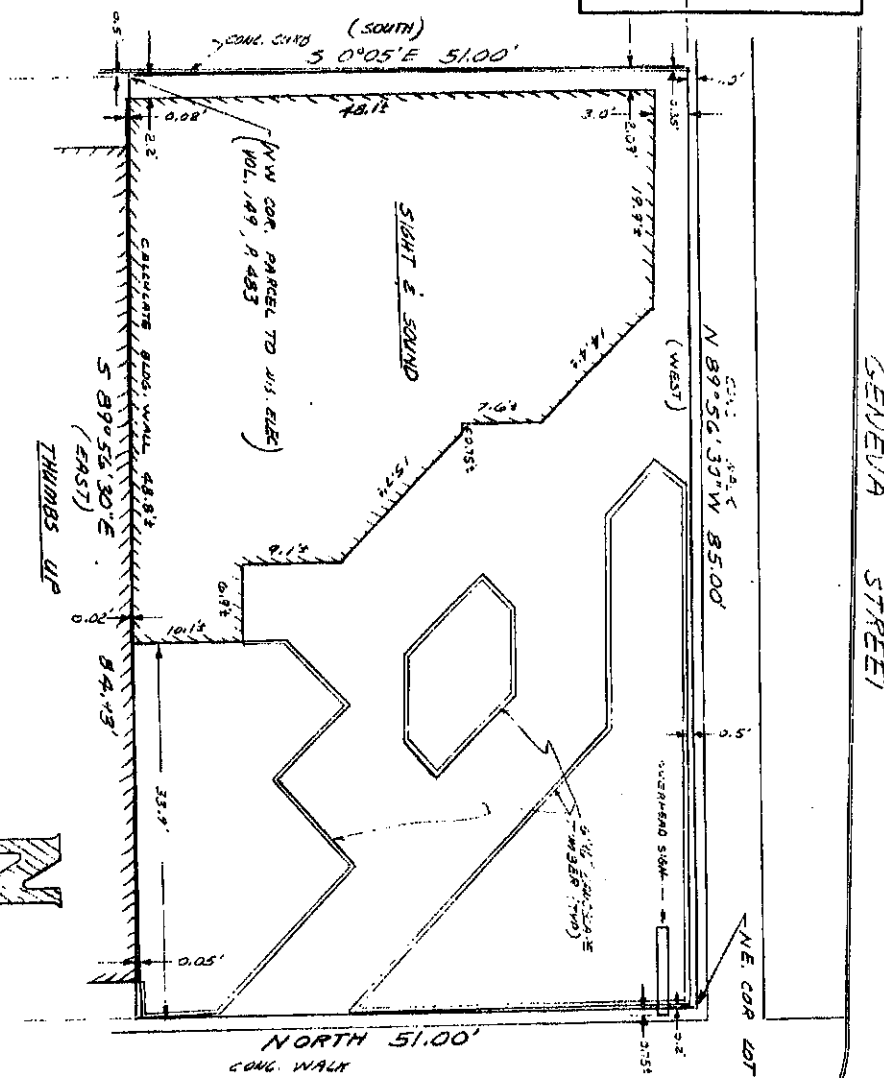
Note
Data on this map may or may not be accurate, current, or otherwise reliable. For reference only.





(10' STRIP VOL. 142 P. 99)

(SOUTH)
3 0°05'E 51.00'



PLAT OF SURVEY OF

BROAD STREET

Commencing at the NE corner of Lot 1, Block 26 in the Village of Geneva (now City of Lake Geneva) according to the recorded plat of said Village of record in the office of the Register of Deeds in and for Walworth County; thence West in the North line of said Lot, 85 feet to the East line of that strip of land 10 feet in width conveyed by J. W. Whiteside to Maggie Larsen by deed dated April 2, 1917 and recorded in said Register of Deeds office in Volume 142 of Deeds, page 99; thence South 51 feet in the East line of said 10 foot strip of land to the NW corner of lands conveyed by Maggie Larsen to Southern Wisconsin Electric Company by deed dated April 28, 1917 and recorded in said Register of Deeds office in Volume 149 of Deeds on page 483 thence East 85 feet in the North line of land so conveyed to said Southern Wisconsin Electric Company to the East line of said Lot 1; thence North in the East line of said Lot 1 to the place of beginning.



I hereby certify that the above described property has been surveyed under my direction and that the above map is a true representation thereof and shows the size and location of the property, its exterior boundaries, the location of all visible structures and dimensions of all principal buildings thereon, boundary fences, apparent easements, roadways and visible encroachments, if any. This survey is made for the use of the present owners of the property, and also for those who purchase, mortgage, or guarantee the title thereto within one (1) year from the date hereof.

WORK ORDERED BY: LAKESHORE REAL ESTATE FOR BERNARD POLEK

Dated this 25th day of June, 1986

PROJECT NO. 1967.086

Robert A. Farris, R.L.S.

(1-1) 44

7-750-F

STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: April 17, 2023

Agenda Item #9

Applicant:

Gregory Anagnos
N1567 Clover Road
Lake Geneva, WI 53147

Request:

272 Broad Street
Unit A
Proposed Conditional Use Permit for Outdoor
Commercial Entertainment

Description:

The applicant is submitting a proposal for a Conditional Use Permit (CUP) for an Outdoor Commercial Entertainment land use for the property located at 272 Broad Street, Unit A.

The subject property is zoned Central Business (CB). Adjacent properties to the south and west are zoned Central Business (CB). Properties to the east across Broad Street and north across Geneva Street are also zoned Central Business (CB).

The property currently contains a multi-tenant commercial building, featuring two existing tenants. The proposed use will be to expand the sale of gelato and frozen treats onto the existing on-site patio area by establishing an outdoor food stand where they will sell gelato and associated frozen novelty food items. The concessions stand is proposed on the south side of the on-site patio area adjacent to the building, with trash receptacles located at entrance and exit points from the site. This property is located within the Central Business zoning district and is exempt from minimum parking requirements.

Staff Review:

The proposed use complies with all applicable requirements of 98-206(4)(j) pertaining to Outdoor Commercial Entertainment land uses.

Action by the Plan Commission:

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

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

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

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

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

272 Broad Street, Unit A CUP - Page 1 of 3

Commented [EV1]: I assume that current business operations are not being altered, and that this addition is solely for an outdoor selling area. However, we should confirm with applicant whether there will be any changes to hours of operation and number of staff...

Additionally, will there be any exterior modifications or signage additions? All signage/exterior changes need to go to downtown design review board.

Commented [JM2R1]: I would assume that is correct. Your condition of approval would cover that well.

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

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

Staff Recommendation:

1. Staff recommends that the Plan Commission recommend approval of the proposed conditional use as submitted, with the findings under A.1-6., above.
2. Staff recommends the Plan Commission adopt the *affirmative set of findings* provided above.
3. Staff recommends the following *additional conditions of approval* be attached:
 - a. Applicant shall confirm whether there will be any changes to the businesses' general operations or hours of operation.
 - b. Any exterior painting or modifications, including the installation of permanent signage, shall require review and approval by the Downtown Design Review Board.

Suggested Motions:

- *Approve:* I recommend approval of the proposed *Conditional Use Permit for Gregory Anagnos, N1567 Clover Road, Lake Geneva, WI 53147 for a proposed Outdoor Commercial Entertainment land use for the property located at 272 Broad Street, Unit A, in the Central Business (CB) zoning district, Tax Key No. ZOP 00244*, including the affirmative set of findings, and any additional conditions of approval recommended by staff.
- *Deny:* I recommend denial of the proposed *Conditional Use Permit for Gregory Anagnos, N1567 Clover Road, Lake Geneva, WI 53147 for a proposed Outdoor Commercial Entertainment land use for the property located at 272 Broad Street, Unit A, in the Central Business (CB) zoning district, Tax Key No. ZOP 00244*, because *[provide rationale for denial, based on substantial evidence]*.

Jackie Mich, AICP
City Planning Consultant
Vandewalle & Associates

↑ WEST

Scale = 1"



KOUZINA

8

GELATERIA

MEDUSK

WINDOW

s/s Table

Freezer

s/s Table

TREE

DEEP THERM UNIT 3

garbage

garbage

10'

10'

APPLICATION FOR CONDITIONAL USE

City of Lake Geneva

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

772 W. Main St Lake Geneva WI 53147 Suite 01
Landmark Center

Name and Address of Current Owner: Al Poas / Suvretta Limited Partnership
Lake Forest IL 60045

Telephone No. with area code & Email of Current Owner: (312) 270.4478
alpoas@gmail.com

Owner Signature: *[Signature]* A.A. POAS, PRESIDENT, CRESTA INVESTMENTS,
INC., GP OF SUVRETTA LP

Name and Address of Applicant:

Kurt Jennison
N3382 County rd H Lake Geneva WI 53147

Telephone No. with area code & Email of Applicant: (262) 745.8893
kurt.jennison@gmail.com

Proposed Conditional Use: Commercial Indoor Entertainment

Zoning District in which land is located: Central Business

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

N/A limited needs paint, flooring etc.

Short statement describing activities to take place on site:

Small pool hall including beer & wine, tournaments,
league and pool after school program.

Conditional Use Fee payable upon filing application: \$400.00 [\$100.00 for Application Under Sec. 98-407(3)]

2/20/23
Date

[Signature]
Signature of Applicant

APPLICATION FOR CONDITIONAL USE

City of Lake Geneva

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772 W. Main St Lake Geneva WI 53147 suite 01
Landmark Center

Name and Address of Current Owner:

Al Paas / Suvretta Limited Partnership
Lake Forest IL 60045

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

(312) 270-4478
aapaas@gmail.com

Owner Signature: _____

Name and Address of Applicant:

Kurt Jennison
N3382 County Rd H Lake Geneva WI 53147

Telephone No. with area code & Email of Applicant:

(262) 745-8893
kurt.jennison@gmail.com

Proposed Conditional Use:

Commercial Indoor Entertainment

Zoning District in which land is located:

Central Business

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

N/A limited needs paint, flooring etc.

Short statement describing activities to take place on site:

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league and pool after school program.

Conditional Use Fee payable upon filing application: \$400.00 [\$100.00 for Application Under Sec. 98-407(3)]

2/20/23
Date

[Signature]
Signature of Applicant

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

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____ Pre-submittal staff meeting scheduled:

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

Follow-up pre-submittal staff meetings scheduled for:

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

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

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

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

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

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

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Prior to submitting the 8 final complete applications as certified by the Zoning Administrator, the Applicant shall submit 1 initial draft application packet and 1 digital copy for staff review, followed by one revised draft final application packet based upon staff review and comments.

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

↓ *Draft Final Packet (8 Copies and 1 Digital Copy to Zoning Administrator)* Date: _____ by: _____

↓

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

- ____ Showing all lands for which the conditional use is proposed;
- ____ Clearly indicating the current zoning of the subject property and its environs, and the jurisdiction(s) which maintains that control;
- ____ Map and all its parts are clearly reproducible with a photocopier;
- ____ Map size of 11" by 17" and map scale not less than one inch equals 800 ft;
- ____ All lot dimensions of the subject property provided;
- ____ Graphic scale and north arrow provided.

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

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

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

_____ (e) Written justification for the proposed conditional use:

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

III. JUSTIFICATION OF THE PROPOSED CONDITIONAL USE

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

Lake Geneva Billiard Club will provide entertainment to tourist and locals while bringing a new sport to the area

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

It will not change anything in downtown Lake Geneva other than bringing more entertainment to the area

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

The Lake Geneva Billiard Club would bring minimal change to the downtown other than adding another attraction.

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

The proposed land use is completely within the 772 W. Main St Facility

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

NO exterior impact CB does not require parking needs

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

yes

IV. FINAL APPLICATION PACKET INFORMATION

- ____ Receipt of 1 full scale copy in blue/line or black/line of complete Final Application Packet by Zoning Administrator: Date: _____ by: _____
- ____ Receipt of 8 reduced (3.5" by 11" text and 11" x 17" graphics) copies of complete Final Application Packet by Zoning Administrator: Date: _____ by: _____
- ____ A digital copy of Final Application Packet shall be emailed to the Building and Zoning Department upon submittal deadline. Date: _____ by: _____
- ____ Certification of complete Final Application Packet and required copies to the Zoning Administrator by City Clerk: Date: _____ by: _____
- ____ Class 2 Legal Notice sent to official newspaper by City Clerk: Date: _____ by: _____
- ____ Class 2 Legal Notice published on _____ and _____ by: _____
- ____ Conditional Use recorded with the County Register of Deeds Office: Date: _____ by: _____

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

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

I. RECORDATION OF ADMINISTRATIVE PROCEDURES

___ **Pre-submittal staff meeting scheduled:**

Date of Meeting: ___ **Time of Meeting:** ___ **Date:** ___ **by:** ___

Follow-up pre-submittal staff meetings scheduled for:

___ **Date of Meeting:** ___ **Time of Meeting:** ___ **Date:** ___ **by:** ___

___ **Date of Meeting:** ___ **Time of Meeting:** ___ **Date:** ___ **by:** ___

___ **Date of Meeting:** ___ **Time of Meeting:** ___ **Date:** ___ **by:** ___

___ **Date of Meeting:** ___ **Time of Meeting:** ___ **Date:** ___ **by:** ___

___ **Application form filed with Zoning Administrator:** **Date:** ___ **by:** ___

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

___ **Reimbursement of professional consultant costs agreement executed:** **Date:** ___ **by:** ___

II. APPLICATION SUBMITTAL PACKET REQUIREMENTS

Prior to submitting the 8 final complete applications as certified by the Zoning Administrator, the Applicant shall submit 1 initial draft application packet and 1 digital copy for staff review, followed by one revised draft final application packet based upon staff review and comments.

Initial Packet (1 Copy and 1 Digital Copy to Zoning Administrator)

Date: ___ *by:* ___

↓ *Draft Final Packet (8 Copies and 1 Digital Copy to Zoning Administrator)*

Date: ___ *by:* ___

↓

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

___ Existing zoning district(s) (and proposed zoning district(s) if different);

___ Land use plan map designation(s);

___ Current land uses present on the subject property;

___ Proposed land uses for the subject property (per Section 98-206);

___ Projected number of residents, employees, and daily customers;

___ Proposed amount of dwelling units, floor area, impervious surface area, and landscape surface area, and resulting site density, floor area ratio, impervious surface area ratio, and landscape surface area ratio;

___ Operational considerations relating to hours of operation, projected normal and peak water usage, sanitary sewer or septic loadings, and traffic generation;

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

- ~~_____ If no nuisances will be created (as indicated by complete and continuous compliance with the provisions of Article VII), then include the statement "The proposed development shall comply with all requirements of Article VII.";~~
- ~~_____ Exterior building and fencing materials (Sections 98-718 and 98-720);~~
- ~~_____ Possible future expansion and related implications for points above;~~
- ~~_____ Any other information pertinent to adequate understanding by the Plan Commission of the intended use and its relation to nearby properties.~~

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

_____ (c) **A Property Site Plan drawing which includes:**

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

_____ In the legend, data for the subject property on:

- _____ Lot Area;
- _____ Floor Area;
- _____ Floor Area Ratio (b/a);
- _____ Impervious Surface Area;
- _____ Impervious Surface Ratio (d/a);
- _____ Building Height.

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

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

_____ (e) **A Grading and Erosion Control Plan:**

- _____ Same scale as the main plan (> or equal to 1" equals 100')
- _____ Map reduction at 11" x 17"
- _____ Showing existing and proposed grades including retention walls and related devices, and erosion control measures.

_____ (f) **Elevation Drawings of proposed buildings or remodeling of existing buildings:**

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

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

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

III.FINAL APPLICATION PACKET INFORMATION

_____ Receipt of 1 full scale copy in blue line or black line
of complete Final Application Packet by Zoning Administrator: Date: _____ by: _____

_____ Receipt of 8 reduced (8.5" by 11" text and 11" x 17" graphics)
copies of complete Final Application Packet by Zoning Administrator: Date: _____ by: _____

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

Development Review Committee (DRC) Application

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

Applicant Information

Property Address 772 W. Main St Suite C01
Applicant name Kurt Jennison
Applicant email kurt.jennison@gmail.com Phone Number 262-745-8893

Architect/Contractor/Designer Name N/A
Architect/Contractor/Designer Email _____ Phone Number _____

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

Engineering

N/A Frank Walling

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

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

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

Water/Sewer Utilities

If an existing structure please circle the following:

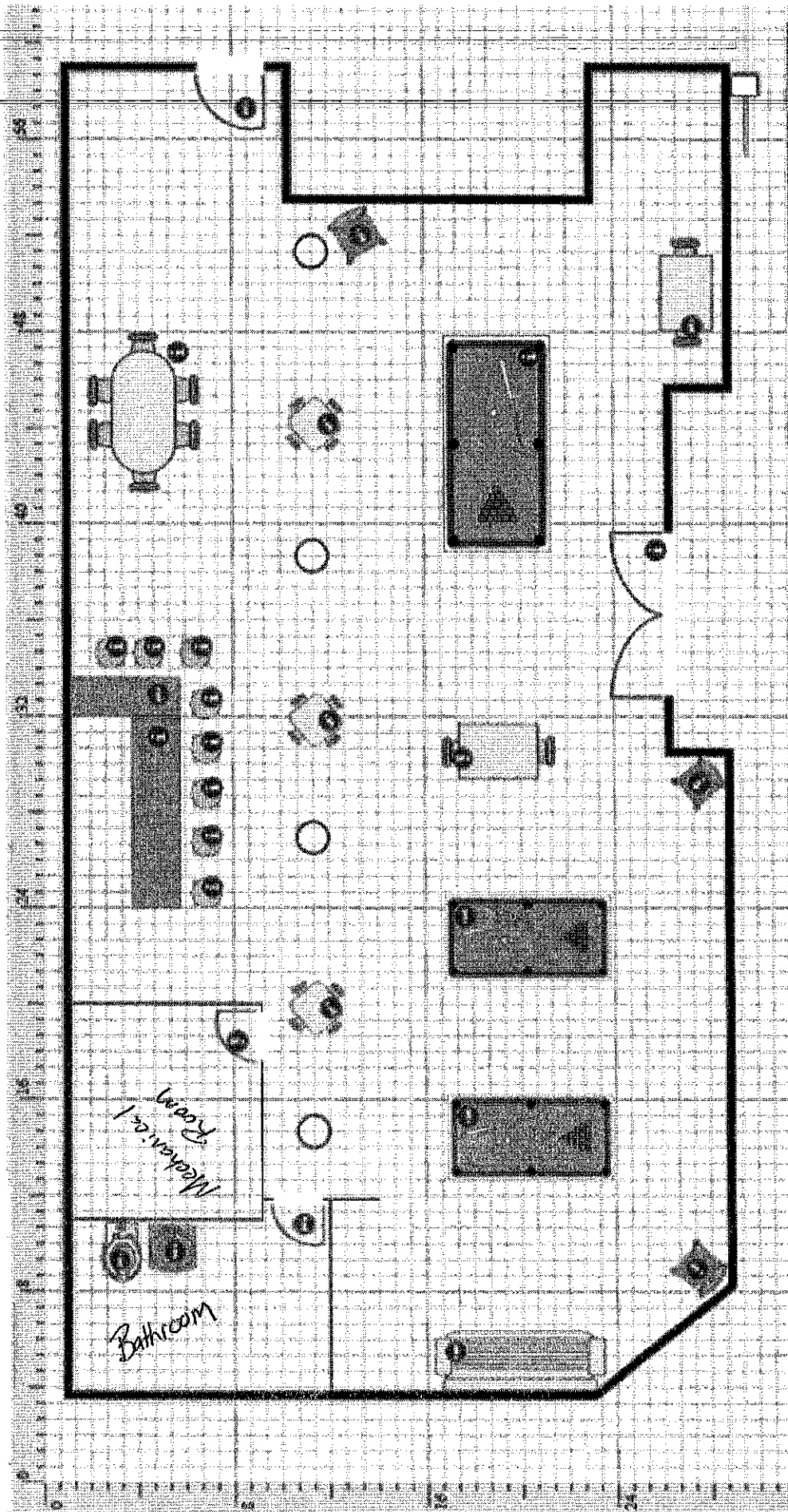
- Will existing sewer & water connections be used? YES / NO
- Will your project require the installation of a grease interceptor? YES / NO

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

- Water service size requirement _____
- Estimated daily water usage in gallons per day _____
- Estimated maximum water flow in gallons per minute _____
- Number of bathrooms _____
- Brief description of process (if Industrial) _____

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

- Number of units _____
- Number of bedrooms in each unit _____
- Water service size requirement _____



STAFF REPORT
To Lake Geneva Plan Commission
Meeting Date: April 17, 2023

Agenda Item #10

Applicant:

Kurt Jennison
N3382 County Road H
Lake Geneva, WI 53147

Request:

772 W. Main Street
Suite 01
Lake Geneva, WI 53147
Tax Key No. ZOP 00321
Proposed Conditional Use Permit for Large-Scale
Indoor Commercial Entertainment

Description:

The applicant is submitting a proposal for a Conditional Use Permit (CUP) for a Large-Scale Indoor Commercial Entertainment land use for the property located at 772 West Main Street, Suite 01. The proposed use is subject to the requirements of Section 98-206(4)(i) pertaining to Large-Scale Indoor Commercial Entertainment land uses, which consist of indoor commercial services such as restaurants, taverns, theaters, bowling alleys, arcades, and similar uses.

The subject property is zoned Central Business (CB) and all surrounding properties are also zoned CB. The property currently contains a multi-tenant building. Suite 01, located on the lower level of the building with access through a first-floor entrance off of Broad Street, will a pool hall called Lake Geneva Billiard Club that will serve beer, wine, and limited food options (appetizers and frozen pizzas). The establishment will operate under Class B and Class C liquor licenses and be staffed by 3-4 employees. The proposed pool hall will accommodate approximately 30-34 patrons, with intended operations hours between 2:00 p.m. to 2:00 a.m. Monday through Thursday and 11: 00 a.m. through 2:00 a.m. Friday through Sunday. There will be no exterior modifications, and the occupant will use existing signage space provided by the Landmark Center Building.

Staff Review:

The proposed use complies with all applicable requirements of 98-206(4)(i) pertaining to Large-Scale Indoor Commercial Entertainment land uses. Because this property is located within the CB zoning district, it is exempt from minimum parking requirements.

Commented [JM1]: Write a quick sentence reminding everyone what a large-scale indoor commercial entertainment land use is. :)
Here's what the code says:

Large-scale indoor commercial entertainment land uses include all land uses which provide entertainment services entirely within an enclosed building, which is over 2,000 gross square feet and/or which serves alcohol. Examples of such land uses include restaurants, taverns, theaters, bowling alleys, arcades, roller rinks, and pool halls.

Feel free to modify the above text to make it more user friendly.

Commented [EV2]: Applicant has provided next to no information about their proposal... we need:

- Description of business
- Operating hours
- Number of staff
- Details on whether they are selling food or drinks... what kind of liquor licenses are required?
- Will children be allowed? They indicate the desire to host after school programs with children but also indicate they will be selling alcohol.
- Where in the building is Suite 1?
- Will there be any exterior modifications or signage? All signage/exterior changes need to go to downtown design review board

Commented [JM3R2]: Good list of questions

Action by the Plan Commission:

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

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

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

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

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

other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.

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

Staff Recommendation:

1. Staff recommends that the Plan Commission recommend approval of the proposed conditional use as submitted, with the findings under A.1-6., above.
2. Staff recommends the Plan Commission adopt the *affirmative set of findings* provided above.
3. Staff recommends the following *additional condition of approval* be attached:
 - a. none

Suggested Motions:

- *Approve:* I recommend approval of the proposed *Conditional Use Permit for Kurt Jennison, N3382 County Road H, Lake Geneva, WI 53147 for a proposed Commercial Indoor Entertainment land use for the property located at 772 W. Main Street, Suite 01, in the Central Business (CB) zoning district, Tax Key No. ZOP 00321*, including the affirmative set of findings, and any additional conditions of approval recommended by staff.
- *Deny:* I recommend denial of the proposed *Conditional Use Permit for Kurt Jennison, N3382 County Road H, Lake Geneva, WI 53147 for a proposed Commercial Indoor Entertainment land use for the property located at 772 W. Main Street, Suite 01, in the Central Business (CB) zoning district, Tax Key No. ZOP 00321*, because *[provide rationale for denial, based on substantial evidence]*.

Jackie Mich, AICP
City Planning Consultant
Vandewalle & Associates

RESOLUTION OF THE COMMON COUNCIL			
Resolution authorizing the issuance of a Limited Conditional Use Permit (Limited CUP) for Kurt Jennison N3382 County Rd. H Lake Geneva, to allow for a Commercial Indoor Entertainment land use in the Central Business (CB) zoning district at 772 W. Main St. Tax Key No. ZOP00321			
Committee:	Plan Commission approved April 17, 2023		
Fiscal Impact:	N/A		
File Number:	23-R28	Date:	April 24, 2023

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Lana Kropf, City Clerk

Date



CITY OF LAKE GENEVA

AGENDA ITEM REQUEST FORM

PLEASE ATTACH ANY INFORMATION THAT YOU WOULD LIKE INCLUDED IN THE AGENDA PACKET.

1. Name of individual(s) requesting agenda item. (Per § 2.42(c) of the municipal code, agenda item request must be submitted by two Aldermen, Mayor or Administrator and must be received by the City Clerk at least two Fridays prior to the scheduled City Council meeting.)

Cynthia Payer
Shari Straube

2. Item requested to be placed on agenda. (Please list as you would like to see it on the agenda.)

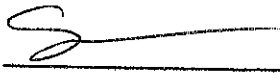
Discussion/Action to return the parking ticket price to \$20 plus late fees

3. Committee, Board or Commission which you are asking to review this item.

Common Council

4. Date of meeting(s).

Monday April 24, 2023

Signature: 

Date: 4.13.23

Signature: Cynthia Payer

Date: 4/13/23

For Office Use Only

Date Received by Clerk: _____

Committee/Council and Meeting Date Scheduled: _____

Notes: _____

Copies Provided to: City Administrator