



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

CITY OF LAKE GENEVA BOARD OF PARK COMMISSIONERS
TUESDAY, JUNE 20, 2023 - 6:30 PM
LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)

Members:

Committee Members: Cindy Forster Feuredi, Brian Olsen, David Quickel, Barbara Philipps, Peggy Schneider, Ann Esarco, Denise Wendell, Alderperson Linda Frame and Mayor Charlene Klein

AGENDA

1. Call to order – Cindy Feuredi
2. Roll Call
3. Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda, except for public hearing items. Comments will be limited to 5 minutes
4. Approval of the April 18, 2023 Board of Park Commissioners meeting minutes as prepared and distributed
5. Department of Public Works Report
6. Discussion/Recommendation regarding Municipal Code Revisions/Additions
7. Discussion/Recommendation regarding Never Say Never Inclusive Playground Information update
8. Discussion/ Recommendation regarding Monarch Butterfly Garden
9. Discussion/Recommendation regarding Finley's Dog Swimming Area brick
10. Discussion/Recommendation regarding YMCA length of contract
11. Discussion/Recommendation regarding "Dragon Days" Festival
12. Discussion/Recommendation regarding the Gygax Memorial
13. Discussion/Recommendation regarding Gygax Memorial designated area
14. Discussion/ Recommendation regarding Park Rental Fees review
15. Next Meeting Date & Time- July 18, 2023 at 6:30 p.m.
16. **Adjournment**

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The April 18th meeting of the Park Board was called to order by Chair Cindy Fueredi. The scheduled work session on April 19th has been cancelled.

Public Comments were made by Mary Jo Fessenmaier regarding the Park Manager position, that it needs to be an active member of the DPW staff to handle physical labor.

Minutes from the previous meeting were amended to remove the sentence stating that the YMCA will be sold. Approved unanimously.

The quarterly report from the YMCA was presented by Mike Coolidge and he expressed appreciation to the city for their assistance and cooperation. Mike reported that the travelling teams will begin next week. There are 35 teams which encompass about 400 boys and girls. There are 12 tournaments scheduled. Staff from the Milwaukee Brewers will be coming the baseball camp. The Milwaukee Wave staff will be coming for a soccer camp.

The Lions club has agreed to repair the Lions den.

He also spoke to the issue of the YMCA CONTRACT WITH THE CITY. They would like it to be a multi year contract, possibly 3 years to facilitate planning, etc.

Chair Forster Feuredi asked if there has been any new progress or new facilities at Vets Park. Mike stated there has not, but they have had an increase in the number of participants and tournaments.

Mike Coolidge is working with Visit Lake Geneva to advertise. John Swanson does the marketing for the Dream Team.

Mike requested information about the scheduling of the Never Say Never playground construction. Mayor Klein stated that they still have to submit their site plan, etc. to the city. Brian Pollard has agreed to underwrite the remaining costs to NSN group.

There is a request from the Tree Board to approve the changes in the Municipal Code by Public Works. The main intent was to have the Park Board Review the changes. Yager made a motion to send the revisions back to the Tree Board for review, seconded by Chair Forster-Feuredi.

The discussion regarding the Park Manager position was voted on to continue for more information,, Motion by Klein, second by Forster-Feuredi.

The work meeting on April 19th to develop funding ideas for the parks has been cancelled. Klein suggested obtaining the fee schedule.

Meeting Adjourned.



City of Lake Geneva

Department of Public Works

1065 Caret St.
Lake Geneva, WI 53147
262.248.6644

To: Park Board Committee
From: Neil Waswo, Superintendent, Public Works
RE: June 2023 Report

OPERATIONS UPDATE

PARK OPERATIONS

Seasonal employees have started. We're working to expand lakefront hours. All park restrooms are open, and there has been some vandalism at the Dunn Field restrooms. The bathrooms are open Mon-Thurs., 7:00 am to 3:00 pm. Groups are currently meeting at Dunn to play tennis every week.

In the month of May there were three park reservations consisting of five events: Bacon Fest, the Memorial Day Ceremony, Migratory Bird Day, and two Storybook events at Four Seasons. The Park shelter rehab is completed along with a new fence at the entrance of Four Seasons.

The concrete pad has been installed at the dog park's NW gate to help prevent dogs from digging / escaping outside the fence. Crews have completed mulching tree rings downtown and in the parks. All irrigation systems are on, and all backflow preventers have been inspected for 2023. Working on pond and water treatment services.

Ed Yaeger memorial bench was placed by the railroad park. DPW received a bench donation for the Gygax Memorial Group, and it was placed at the west end of Library Park.

Crews have been doing repairs to playground equipment and the removal of the play equipment in Veteran's Park. The crew has been fixing and converting Veteran's Park parking lot lighting to LED, tree trimming, fixing small plumbing problems in the Lion's Den, and repairing water fountains so they're working again. They're also testing and replacing lighting at Molitor Field.

A crew member spent several hours cleaning up after an unscheduled party in both gazebos, in the parking lot and garbage cans were completely full. The bathrooms next to Molitor Field were heavily used and quite dirty and the water fountain was full of sand from the volleyball court.

PUBLIC WORKS OFFICE & ADMINISTRATION

One of the wide area mowers broke down, and we're working on repairs.

Chapter 82. Vegetation (CURRENT ORD.)

Article III. FORESTRY

Sec. 82-61. City forester.

[Ord. No. 97-7, § 34.03, 5-27-1997]

(c) Plan. The city forester, under the direction of the director of public works and utilities, shall prepare a forestry plan which shall include one or more of the following programs: A city lawn park beautification program to provide for tree plantings and replacement in lawn parks. The program shall provide for the cost of tree planting to be borne jointly by the abutting property owner and the city, as determined by the board.

Sec. 82-63. Trees in lawn parks and public rights-of-way.

[Ord. No. 97-7, § 34.05, 5-27-1997]

(7) Tree removal. The park board or director of public works and utilities, on approval from the board, shall approve all nonemergency tree removals. Trees which are cut down shall be removed with the root stump grubbed or ground out to a depth at least nine inches below grade. Surface roots beyond the main stump are to be removed to a depth at least five inches below grade. All wood and debris shall be removed from the site and no wood or debris shall be permitted to remain on the street or sidewalk when work on any day is concluded. Holes must be safeguarded by a barricade if not immediately filled. The city will fill holes as soon as practicable, which shall be topped with a minimum of two inches of topsoil and seeded. The site shall be barricaded to protect the public at any time work is in progress. A permit may be issued by the board or the director, with concurrence of the board chairman, to an abutting property owner to remove a lawn park tree having a diameter in excess of six inches measured 54 inches from grade, shall also be conditioned upon proof of liability insurance covering death and personal injury and property loss or damage in the amount of \$250,000. Trees shall be dropped away from the parkway or street to protect all other public trees. A permit may be issued by the city forester without proof of insurance for removal of trees less than six inches in diameter.

(13) Notice of planting and removal. Whenever the city forester proposes the planting or removal of any tree, he shall give two weeks' advance written notice to the owner of record or person in charge of the lot or parcel of land adjacent to the land on which such tree stands or will stand. The written notice shall advise that written, detailed objections may be sent or served upon the city forester within the two-week period. The notice shall specify in detail the street, avenue or boulevard from which trees are proposed to be planted or removed and the general nature and character of the changes and improvement contemplated. After reviewing any written objections which may be submitted, the city forester may modify planting plan or forward objections to removals to the board for final decision. No prior notices by the city forester are required for the trimming of living trees or for the emergency removal of dead or dangerous trees. The absence of a timely notice shall not render any work performed invalid.

MUNICIPAL CODE REVISION (NEW)

Chapter 82. Vegetation

Article III. Forestry

Sec. 82-61. City Forester.

[Ord. No. 97-7, § 34.03, 5-27-1997]

(c) Plan. The City Forester, under the direction of the Director of Public Works, shall prepare a forestry plan which shall include one or more of the following programs. A city lawn park beautification program to provide for tree planting and replacement in lawn parks and public right of ways. The program shall provide for the cost of tree planting. After review by the Tree Board, the Park Board shall make a recommendation of the plan to the City Council. This plan shall be reviewed and updated as necessary.

Sec. 82-63. Trees in lawn parks and public right-of-way.

Ord. No. 97-7, § 34.05, 5-27-1997]

(7) Tree removal. The city forester shall submit to the Director of Public Works and the Tree Board, a list of non-emergency trees to be removed along with a brief description of the location, species and need/cause for removal. This list shall be compiled when necessary. Trees which are cut down shall be removed with the root by a stump grinder at least nine inches below grade. All wood and debris shall be removed from the site and no wood or debris shall be permitted to remain on the street or sidewalk when work on any day is concluded. Holes must be safeguarded by a barricade if not immediately filled. The city will fill holes as soon as practical with organic fill and dressed with top soil and grass seeded. The site shall be barricaded to protect the public at any time work is in progress. A permit may be issued to an abutting property owner to remove a lawn park/terrace tree upon approval by the City Forester and the Tree Board or the Director of Public Works in concurrence with the Park Board. The reason shall be included in the permit application. The permit shall be conditioned upon proof of liability insurance covering death and personal injury and property loss or damage in the amount of \$250,000. Trees shall be removed without damage to the neighboring trees, asphalt or curb & gutter. Property owners who removed terrace trees without a permit may be subject to fines including replacement costs. Private removals shall abide by the same rules listed in article (7).

(13) Notice of planting and removal. Whenever the City Forester proposes the planting or removal (except emergency removals) of any tree he shall give two weeks advance written notice by way of door hanger flyer with the address, tree identification of the planted/removed tree and the reason for removal. White paint marks on the tree to be removed or on the ground where tree is proposed to be planted will also be used. The notice will include a phone number and email address for the City Forester. Questions concerning the work must be submitted to the City Forester within two weeks of the date of the served notice. After reviewing any questions submitted, the City Forester may modify planting plan or forward objections to removals to the Tree Board or Director of Public Works for final review. No prior notices by the City Forester are required for trimming or pruning or for the emergency removal of dead or dangerous or diseased trees. The absence of a timely notice shall not render any work performed invalid.

From: [Cindy Forster](#)
To: [Lana Kropf](#)
Subject: Park Board Packet 6/20/23
Date: Wednesday, June 14, 2023 9:30:00 AM

As you know, I am president of the Gygax Memorial Fund and am helping Gail Gygax establish a memorial to her late husband. We were both recently interviewed for the same article in the Chicago Tribune:

https://www.chicagotribune.com/entertainment/ct-ent-dungeons-dragons-gary-gygax-lake-geneva-20230426-q44gpxxyc75ex2lfto4jjezy-story.html?fbclid=IwAR1uuwo6lb9V_FIti2AH2tdoAdc9hId-9i1vjA2qfjYje5Y_u8ChQ3BXaoE

I was hoping to be able to speak with you about several initiatives the Gygax Memorial Fund has underway and ask for your input on how I should go about our next steps. The Gygax Initiative is seeking community engagement in recognizing the legacy of Gary Gygax to the City of Lake Geneva and the world.

So far we have helped establish:

- 1) A permanent exhibit about Gary Gygax at the Geneva Lake Museum--The Wizard of Lake Geneva
- 2) A walking tour map of Lake Geneva featuring the locations important to Gary's history in Lake Geneva
- 3) A permanent exhibit at the Lake Geneva Public Library of the literary works that inspired Gary Gygax's creation of Dungeons & Dragons, as well as his own NY Times Best Selling books that he wrote while living at Stone Manor in Lake Geneva
- 4) A park bench dedicated in memory of Gary Gygax donated by the Gygax Memorial Fund to the City of Lake Geneva and located at the far west end of Elm Park--to be dedicated on Gary Gygax's birthday, July 27th, 2023

We also are currently working on the following initiatives:

- 5) Establishing Dragon Days(TM), a fall fantasy festival celebrating Lake Geneva as the "Birthplace of Fantasy" and recognizing Gary Gygax's legacy behind it. Dragon Days will be a 501(c)(3) and is being Chaired by Harold Johnson. It will be a 3-day festival, the 2nd weekend of October of 2023. The festival will include a Renaissance Fair in Elm Park, "street" performers, theater, walking tours, history and gaming activities in cooperation with the Lake Geneva Public Library at Horticultural Hall, and engagement of local merchants in food and merchandising

opportunities. This year, 2023, will be our "soft" opening and we will plan our fully realized festival in 2024 for the 50th Anniversary of Dungeons & Dragons. A chance for Lake Geneva to embrace Gary Gygax's legacy and benefit from the tourism boon it will bring.

6) Requesting land for the placement of a memorial to Gary Gygax located at the far west end of Elm Park (ZOP413 and 414)

7) Requesting the area around this land, owned by the City of Lake Geneva (ZOP413 and 414), to be named, "Gygax Park".

Part of the Gygax Memorial Fund's mission is to educate the public as to Gary's legacy and accomplishments. These initiatives seek to accomplish that but they all ultimately lead to the community engagement we need to succeed in our ultimate mission, to build a memorial to Gary Gygax. The memorial will be a simple table where players can gather around a statue of Gary seated at one end to play a game of Dungeons & Dragons. You can see sketches and plans of the memorial here: <https://www.gygaxmemorialfund.org/>

I have modelling that will show that we can bring over 3.6 million dollars worth of economic impact and over \$365k in direct revenue through parking and room tax to the City of Lake Geneva, annually, if we are able to implement all of our initiatives.

My questions to you are, how should I approach #6 and #7? Obviously, I would wish to present the entirety of our initiative but ultimately need to get to the brass tacks of our organization: to get permission for the land and to build the memorial.

Our hope is to break ground, at a minimum, by October 2024.

Thank you for your time and consideration.

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Futures Bright,

Paul J. Stormberg

President, Gygax Memorial Fund
www.gygaxmemorialfund.org

Resolution 23-R31

The Common Council of the City of Lake Geneva does hereby establish the following revised schedule of fees, effective May 22, 2023.



SCHEDULE OF FEES

CITY OF LAKE GENEVA, WISCONSIN

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

LICENSES & PERMITS	
Temporary Retailer's	\$10.00 Each
Provisional/Temp. Operator (60 days)	\$15.00 each
Operator- 1 Year License (First Time Applicants)	\$50.00
Operator- 2 Year License (Renewal)	\$75.00
Class A Liquor	\$500.00
Class A Beer	\$100.00
Class C Wine	\$100.00
Class B Liquor (Quota License)	\$500.00
Class B Beer	\$100.00
Reserve Class B Liquor	\$10,000.00
Change of Agent	\$10.00
Publication Fee	\$25.00
Extension of Premises	\$25.00
ANNEXATION FILING FEE - DUE UPON PETITION	\$200.00
AMUSEMENTS	
Coin Operated music machine/juke box	\$20.00 per machine
ASSESSMENT REQUEST LETTER	\$35.00 each
BANNER PERMIT	\$1.00 per banner per day of display
BUSINESS LICENSE	\$25.00 Annual
Late fee after July 1	\$20.00 (in addition to license fee)
CAT LICENSE	
Not Spayed/Neutered	\$8.00 Annual
Spayed/Neutered	\$4.00 Annual
Late fee after April 1, or 30 days after adoption of new animal if adoption occurs after April 1	\$5.00 (in addition to license fee)
DOG LICENSE	
Not Spayed/Unneutered	\$30.00 Annual
Spayed/Neutered	\$15.00 Annual
Late fee after April 1, or 30 days after adoption of new animal if adoption occurs after April 1	\$5.00 (in addition to license fee)
BOWLING ALLEY	\$20.00 per lane
BILLIARDS OR POOL TABLE	\$40.00 per table
CARRIAGE COMPANY LICENSE	\$50.00 Annual
Each Additional Carriage	\$25.00
CLOSING OUT SALE	\$25.00 event
CIGARETTE/TOBACCO LICENSE * STATUTORY	\$100.00 Annual
CREAMERY PERMIT	\$50.00

DIRECT SELLERS PERMIT	\$50.00 nonrefundable application fee
EVENT PERMIT (PER POLICY)	
PUBLIC ASSEMBLY PERMIT	Non-profit organization: No charge For-profit organization: \$60 per day
BLOCK PARTIES OR GAZEBO USE (1 hour Photo Session in Gazebo in Flat Iron Park)	Non-profit organization: No charge For-profit organization: \$75
TIER 1 EVENT	Non-profit organization: No charge For-profit organization: \$250 for an event up to seven days, additional \$50 per day thereafter
TIER 2 EVENT	Non-profit organization: No charge For-profit organization: \$500 for an event up to seven days, additional \$100 per day thereafter
MESSAGE ESTABLISHMENT	
Investigation	\$50.00 Annual
Transfer	\$50.00
MOBILE HOME PARK LICENSE	\$100.00 Annual
PARADE PERMITS	\$25.00 nonrefundable application fee
BASEBALL TOURNAMENT PERMIT FEE - VETERAN'S PARK	\$1,000 Security Deposit
Friday Rental	\$150.00
Saturday Rental	\$300.00
Sunday Rental	\$300.00
PARKING STICKERS	
Resident & Non-Resident Residence Owners - Lasts 2 years (even) - 3 hours free parking	4 free per residence each additional \$25.00
Business Owner - 3 hours free parking	\$50.00 Lasts 2 years (even year) \$25.00 for 1 year
Walworth County Resident - 3 hours free parking	\$160.00 Lasts 2 years (even year) \$80.00 for 1 year
Walworth County Resident- Senior Citizen (65 & Older) - 3 hours free parking	\$130.00 Lasts 2 years (even year) \$65.00 for 1 year
Parking Lot Permit	\$400.00 Annual
PARKING RATES	
All Parking Stalls Rate (Monday thru Thursday)	\$2.00 per hour
All Parking Stalls Rate (Friday thru Sunday)	\$4.00 per hour
Reserved Parking Stalls/ Contractor Permits	\$10.00 administrative fee Feb 1 - Nov 14: \$20.00 daily per stall Nov 15 - Jan 31: \$10.00 daily per stall
PARKING TICKETS	
Expired Stall (Over 3 hours; Over 5 hours; Over 25 min.)	\$30.00
More than 3 motorcycles	\$30.00
Improper Use or Display of Sticker	\$30.00
Backed into parking stall	\$30.00
Compact Car Only	\$30.00
No Parking Zone	\$30.00

Over the Line	\$30.00
Parking by fire hydrant	\$30.00
Handicap Zone	\$150.00
Parking with Trailer or Trailer alone in Sage Lot D	\$30.00
Parking any Vehicle without a Trailer or with an occupied Trailer in Boat Launch Parking Lot F	\$30.00
LATE FEES	
Expired Stall After 10 days	\$60.00
More than 3 motorcycles After 10 days	\$60.00
Backed into parking stall After 10 days	\$60.00
Compact Car Only After 10 days	\$60.00
No Parking Zone After 10 days	\$60.00
Parking by fire hydrant	\$80.00
Handicap Zone	\$300.00
Second Collection Letter Fee	\$6.00
Vehicle Suspension Release Fee	\$20.00
PUBLIC RECORDS REQUESTS * STATUTORY	
Photocopies (can include hourly wage for gathering data)	\$0.25 per page
Large Plan Set Printing (Larger than 11"X17")	\$1.75 per page
RADON TEST KIT	\$10.00
REISSUE CHECK FEE	\$25.00
RETURNED CHECK FEE (NSF)	\$30.00 each
ROOM TAX LICENSE	\$10.00 Annual
SHOWS, CIRCUS, CARNIVALS	
Circus	\$50.00 per day
Tent Show - Day 1	\$15.00
Tent Show - Each Additional Day	\$10.00
All Other	\$2.00 per day
SIDEWALK CAFÉ PERMIT	\$15.00 per seat Annual
STREET USE PERMIT	\$25.00 nonrefundable application fee
Up to two days	\$40.00
More than two days	\$100.00
TAX EXEMPT REPORT FILING (every other year)	\$20.00
Late Fee	\$20.00
TAXI CAB COMPANY LICENSE	\$50.00 Annual
Each Additional Car	\$25.00
TAXI CAB DRIVER LICENSE	\$25.00 Annual
THEATER LICENSE	
Up to 1,200 seats	\$200.00
Over 1,200 seats	\$275.00
TOURIST ROOMING/SHORT-TERM RENTAL LICENSE	\$400.00 Annual
TRAPPING PERMIT	\$25.00 Annual
CITY HALL MEETING ROOM RENT	\$25 per event

LAKEFRONT		
BEACH (Open Memorial Day thru Labor Day - no glass containers allowed)		
Children age 6 and under	Free	
Ages 7 and up	\$10.00 per day	
Resident Beach Tags (Maximum 6 per Household)	\$3.00 per tag	
Seasonal Pass Ages 7 and up	\$100.00 per year	
Beach Bathrooms - Opening/Cleaning	Hourly Rate	
BOAT LAUNCH PERMIT		
One-Time Launch	Resident	Non-Resident
Non-Trailer Non-Motor	\$7.00	\$8.00
Less than 20 feet	\$10.00	\$11.00
20 feet to 25 feet 11 inches	\$14.00	\$21.00
26 feet and over	\$16.00	\$24.00
Season Launch Permit	Resident	Non-Resident
Non-Trailer Non-Motor	\$70.00	\$80.00
Less than 20 feet	\$100.00	\$110.00
20 feet to 25 feet 11 inches	\$140.00	\$210.00
26 feet and over	\$160.00	\$240.00
COMMERCIAL BOAT LAUNCH PERMIT	\$1,000 per year (unlimited launches)	
ANNUAL WEST END PIER SLIP, LAGOON SLIP, BUOY, DINGHY, KAYAK AND PADDLEBOARD RACK LEASE PERMITS	<i>Rates may change on an annual basis by the Common Council</i>	
WEST-END PIER 24' SLIP		
Resident	\$2,134.00	
Non- Resident Property Owner- Dwelling	\$3,354.00	
Non-Resident Property Owner- Lot or Rental	\$3,913.00	
Non-Resident	\$4470.00	
WEST-END PIER 26' SLIP		
Resident	\$2,490.00	
Non- Resident Property Owner- Dwelling	\$3801.00	
Non-Resident Property Owner- Lot or Rental	\$4,322.00	
Non-Resident	\$4,843.00	
LAGOON SLIP & BUOY		
Resident	\$920.00	
Non- Resident Property Owner- Dwelling	\$1,604.00	
Non-Resident Property Owner- Lot or Rental	\$1,920.00	
Non-Resident	\$2,236.00	
LAGOON PERSONAL WATER CRAFT SLIP	\$1,296.00	
DINGHY RAMP		
Resident	\$159.00	
Non- Resident Property Owner- Dwelling	\$241.00	
Non- Resident Property Owner- Lot or Rental	\$286.00	
Non-Resident	\$332.00	
KAYAK, & PADDLEBOARD RACKS (7 MONTH RENTAL)		
Resident	\$171.00	

Non- Resident Property Owner- Dwelling	\$261.00
Non- Resident Property Owner- Lot or Rental	\$309.00
Non-Resident	\$359.00
RIVIERA SLIPS	\$6,231.00
RIVIERA BUOYS	\$2,857.00
Riviera Slip Extension	\$300.00
Season Launch Pass for Kayaks, Canoes and Paddleboards (non-trailer, non-motor)	\$30.00 per year
RIVIERA LOWER LEVEL CONCOURSE LEASE RATE	\$43.50/Sq Foot
RIVIERA RENTAL RATES (PEAK SEASON- MAY 1- NOVEMBER 30; OFF- PEAK SEASON- DECEMBER 1- APRIL 30) <i>Maximum attendees is 380</i>	Rates below effective January 1, 2023
SOCIAL EVENTS (WEDDINGS, ANNIVERSARIES, ETC)	PEAK SEASON RATES
Resident Friday	\$2,850.00
Resident Saturday	\$3,275.00
Resident Sunday	\$2,750.00
Resident Mon-Thurs	\$1,425.00
Non-Resident Friday	\$5,800.00
Non-Resident Saturday	\$6,750.00
Non-Resident Sunday	\$5,500.00
Non-Resident Mon-Thurs	\$2,400.00
Holiday Surcharge	\$300.00
SOCIAL EVENTS (WEDDINGS, ANNIVERSARIES, ETC)	OFF-PEAK SEASON RATES
Resident Friday	\$2,375.00
Resident Saturday	\$2,850.00
Resident Sunday	\$1,950.00
Resident Mon-Thurs	\$1,425.00
Non-Resident Friday	\$4,750.00
Non-Resident Saturday	\$5,800.00
Non-Resident Sunday	\$3,800.00
Non-Resident Mon-Thurs	\$2,100.00
Holiday Surcharge	\$300.00
RIVIERA RENTAL RATES (PEAK SEASON- MAY 1- NOVEMBER 30; OFF- PEAK SEASON- DECEMBER 1- APRIL 30) <i>Maximum attendees is 380</i>	Rates below effective January 1, 2024
SOCIAL EVENTS (WEDDINGS, ANNIVERSARIES, ETC)	PEAK SEASON RATES
Resident Friday	\$3,500.00
Resident Saturday	\$7,750.00
Resident Sunday	\$2,750.00
Resident Mon-Thurs	\$1,425.00
Non-Resident Friday	\$6,000.00
Non-Resident Saturday	\$7,750.00
Non-Resident Sunday	\$5,500.00
Non-Resident Mon-Thurs	\$2,400.00
Holiday Surcharge	\$300.00
SOCIAL EVENTS (WEDDINGS, ANNIVERSARIES, ETC)	OFF-PEAK SEASON RATES
Resident Friday	\$2,375.00
Resident Saturday	\$2,850.00
Resident Sunday	\$1,950.00

Resident Mon-Thurs	\$1,425.00
Non-Resident Friday	\$4,750.00
Non-Resident Saturday	\$5,800.00
Non-Resident Sunday	\$3,800.00
Non-Resident Mon-Thurs	\$2,100.00
Holiday Surcharge	\$300.00
BUILDING & ZONING	
Building	
Minimum permit fee for all building permits	Residential \$65.00 Commercial \$100.00
Residential Construction:	
One & Two family & attached garage (new, addition and alterations)	\$0..33 / sq. ft. New Single Family Construction \$1,000.00 Minimum
Accessory buildings & garages	\$0.25 / sq. ft.
Decks	\$0.15 / sq. ft., or \$65.00 Minimum
Roofing and Siding	\$65.00
Commercial Construction:	
Residences - Apartments, Three family & over, Row Housing, Multiple Family Dwellings, Institutional (new, addition and alterations)	\$0 .33 / sq. ft. New Commercial Construction \$1,500.00 Minimum
Local Business, Office Building (new, addition or alteration)	\$0.30/ sq. ft.
Manufacturing or Industrial (new, addition or alteration)	\$0.30 / sq. ft.
Commercial , structures, alterations, residing, reroofing, repairs, where square footage cannot be calculated	\$10.00 / \$1,000.00 valuation
Plan Examination:	
One and Two Family Residence	\$150.00
Apartments, Three Family Residence, Row Housing, Multiple family Building State Approved Plans	\$180.00 plus \$10.00 /unit
Commercial, Industrial, Institutional & Additions State Approved Plans	\$350.00
Without state approved plans	\$150.00
Heating Plans, Energy Calculations, or Lighting Plans submitted separately	\$125.00/ Plan
Additions, Alterations to 1 & 2 Family Dwellings	\$75.00
Accessory building over 240 sq. ft., and decks for 1 & 2 family dwellings	\$40.00
Wisconsin Uniform Building Permit Seal	\$45.00
Occupancy Permit (including commercial tenant change)	\$65.00/Residential \$100.00/Commercial & Industrial
Temporary (6 months or less Commercial only)	\$75.00
Permit Renewal (6 month extension or less)	\$200.00 Commercial

	\$65.00 Residential
Heating and Air Conditioning:	
Heating and Air Conditioning Distribution Systems	\$4.00/ 100 sq. ft. of conditioned area with a minimum fee of \$65.00
New Residential Heating	\$125.00 first unit, \$65.00 each additional unit.
Replacement Residential Heating	\$65.00 / unit
Commercial New or Replacement Heating	\$150.00/ unit, up to and including 150,000 BTU units. Additional fee of \$20.00 / each 50,000 BTU fraction thereof up to a maximum of \$900.00 / unit.
Residential Air Conditioning – Other than Wall Units (new or replacement)	\$65.00 / unit
Commercial Air Conditioning - Other than Wall Units (new or replacement)	\$150.00/ unit up to 5tons or 60,000 BTU's. Additional fee of \$20.00 each ton or 12,000 BTU's or fraction thereof up to a maximum of \$900.00 / unit
Permanently installed Wall unit (example - Fireplace, wall pack)	\$65.00 / unit
Commercial/Industrial Exhaust Hoods and Exhaust Systems	\$75.00
Plumbing Permit:	
Fixture Count	\$17.00/ fixture, drain or device, \$65.00 Minimum
Water Main	\$1.00 / lineal foot of sewer or private water main, \$65.00 Minimum
Sanitary Sewer	\$1.00 / lineal foot of sewer or private water main, / \$9.00 per manhole \$65.00 Minimum
Storm Sewer	\$1.00 / lineal foot of sewer or private water main / \$12.00 per manhole or basin \$65.00 Minimum
Exterior Grease Trap	\$100.00
Electrical:	
Residential Minimum	\$65.00 minimum.
New Residential Service	\$100.00/ Service First 200 Amps, \$25.00 each additional 100 Amps.
Residential Service Update	\$100.00/ Service
Residential Sub-Panel	\$65.00/ Panel
Residential Generator	\$75.00 (includes gas piping)
Temporary Electrical Service	\$100.00 up to 200 Amps.

	\$25.00 each additional 100 Amps.
Commercial Electrical Minimum	\$150.00 Minimum
Commercial Electrical Re-Inspections	\$150.00/ Inspection
Commercial Service (New or Update)	\$150.00 First 200 Amps, \$25.00 each additional 100 Amps.
Commercial Sub-Panel	\$50.00 First 100 Amps, \$10.00 each additional 100 Amps.
Commercial Generator	\$150.00 (included gas piping)
Commercial Low Voltage	\$1.00/ Device, \$100.00 Minimum
Commercial Exterior Light Fixture Replacement	\$100.00 per site
Residential Electrical Permit - for minor installations with fees not exceeding \$5.00, the permit fee may be waived by the inspector.	\$0.12 / sq. ft. of area served, \$65.00 minimum.
Commercial Electrical Permit - for minor installations with fees not exceeding \$5.00, the permit fee may be waived by the inspector.	\$0.12 / sq. ft. of area served, \$150.00 minimum.
Erosion control fees:	
New One and Two Family Buildings	\$125.00 / lot
One and Two Family Additions and Accessory Structures	\$65.00
Multi-Family Residential, Commercial, Industrial and Institutional	\$180.00/Building, plus \$5.00/1,000 sq. ft. disturbed lot area up to \$2,000.00 max.
Zoning	
Zoning Permit	\$65.00
Temporary Use (per Section 98-906)	\$65.00
Zoning Verification Letter	\$65.00
Sign Permit (per Section 98-907)	\$65.00 minimum or \$0.35/ sq ft of sign area
Early Start Permit to start construction	\$125.00 (1-2 family) \$250.00 (all others)
Fuel Tanks	\$75.00 administrative fee/ tank for installation or removal
Wrecking or Razing- Building Inspector may waive the fee if the structure is condemned	\$100.00 (One or two family residences and accessory Structure over 250 sq ft)
Commercial/ Industrial Razing	\$350.00
Moving buildings over public right-of-ways	\$250.00 plus \$0.03/ sq ft
Special Inspections and Reports	\$150.00/ inspection report
Text Amendment (per Section 98-902)	\$400.00
Zoning Map Amendment (per Section 98-903)	\$400.00
Certified Survey Map (CSM)	For each new Residential Lot Created: \$400.00

	For each new Commercial Lot Created: \$200.00
Extra Territorial Zoning (CSM)	\$150.00
Plat Renewal	\$150.00
Conditional Use (per Section 98-905)	\$400.00 \$100.00
Site Plan (per Section 98-908)	\$400.00
Variance (per Section 98-910)	\$400.00
Interpretation (per Section 98-911)	\$150.00
Appeal (per Section 98-912)	\$400.00
PD Zoning Map Amendment (Includes 1 PIP Review)	\$750.00
PIP Review	\$400.00
Filing or Recording fee with City Clerk, plus actual recording fee	\$10.00
Triple Fees: Upon failure to obtain a permit before work on a building has been started, except in emergency cases, the total fee shall be triple the total fees charged.	
NOTE: Fees shall be charged on gross square footage defined as follows: The exterior dimensions, including attached garage and each floor level	
NOTE: In determining costs, all construction shall be included with the exception of heating, air conditioning, electrical or plumbing work.	
NOTE: All fee amounts shall be rounded up to the next full dollar amount.	
NOTE: An additional fee for plan review may be assessed at the time of application for renewal of the permit.	
* Base fee may be modified by Subsection (4) of Section 98-935, Fees of the Zoning Code	

CEMETERY FEES	
Opening Grave - Weekdays (Full Burial)	\$675.00
Opening Grave - Saturdays (Full Burial)	\$800.00
Opening Grave - Weekdays (Cremation)	\$450.00
Opening Grave - Saturdays (Cremation)	\$525.00
Two cremations buried in same grave at one time	\$100.00 extra charge
Opening Grave - Weekdays - Baby Under 1 Year	\$200.00
Opening Grave - Saturdays - Baby Under 1 Year	\$300.00
Grave (50% Perpetual Care)	\$650.00
Grave - Single Cremation (50% Perpetual Care)	\$400.00
Grave - Double Cremation (50% Perpetual Care)	\$500.00
Columbarium Niche (includes opening & inurnment) (\$200 Perpetual Care)	\$1,200.00 \$1,000.00 bottom row
2 nd Inurnment if Niche allows for two	\$150.00 additional
Niche Door Inscriptions	\$240.00

Frost Charges (November 1 to March 15)	\$75.00
Stake Out Fee for Foundations	\$50.00
Foundation Charges	\$0.40 per square inch
Use of Cemetery for Functions	20% of Gross Receipts
POLICE DEPARTMENT FEES	
FINGERPRINTING	
City Residents	\$15.00
Individuals employed in business in city limits or working for city licensed business	\$15.00
Non-Residents	\$60.00
PUBLIC WORKS FEES	
CONSTRUCTION PERMIT FEE	
Curb Cut/Driveway Approach Fee	\$25.00
Right-of-Way Excavation Fee	\$60.00
Storm Sewer Connection Fee	\$25.00
Sanitary Sewer Connection Fee	\$25.00
Special brush, limb and refuse pick-up	\$24.00 per 15 minutes
Dumpster Delivery	\$50.00 per dumpster
Dumpster Pick-up	\$50.00 plus additional landfill fees

FIRE DEPARTMENT FEES	
Fees for Apparatus and Personnel	1 hour minimum and fractions thereafter on hourly rates unless stated otherwise
Chief, Deputy Chief or Assistant Chief	\$26.00/hr.
Fire and EMS Personnel	\$26.00/hr.
Engine/Squad	\$550.00/hr.
Truck (aerial apparatus)	\$875.00/hr.
Brush Truck	\$300.00/hr.
Air Boat	\$300.00/hr.
Technical Rescue and Utility	\$500.00/hr.
Chief, Deputy Chief, Assistant Chief, or Command Vehicle	\$50.00/hr.
Utility	\$50.00/hr.
Ambulance	\$270.00/hr.
Paramedic Intercept Fee (Option a OR b)	
a. Flat Rate Billed to Requesting Municipality	\$400.00

b. Shared Revenue from Requesting Municipality	50% Monies Received
EMS First Responder and Transport Fees	
Residents Fee	\$150.00 per call
Non-Resident Fee	\$200.00 per call
Ambulance Transport Fee Schedule	
Advanced Life Support Base Rate	\$1,200.00
Advanced Life Support Base Rate (ALS2)	\$1,200.00
Advanced Life Support Base Rate (Intercept)	\$1,200.00
Advanced Life Support Base Rate (Intercept ALS2)	\$1,200.00
Equal Level Staffing Mutual Aid	\$300.00
Basic Life Support Base Rate	\$1,000.00
Mileage Charge	\$20.00 per mile
Supplies used fee	-
Oil Dry	\$10.00 per bag
Class A, B, or AB Firefighting Foam	\$30.00/gallon
Fees Relating To Permits Required	
Fire pit burn permit	\$15.00 each fire or \$50.00 yr
Fireworks permit	\$50.00
Burning permits	\$50.00
Key box processing fee	\$10.00
Operational Permit	\$75.00
Fees Relating To Fire Protection Systems	
Basic system Review	\$250
Fee is charged for systems without hydraulic calcs	
Fire Sprinkler, Fire Control and/or Fire Suppression system plan review with one set of hydraulic calculations. (Fee is charged for each separate floor and /or area of building per system and review.)	\$350.00
Verifications of Additional Hydraulic Calcs (fee is charged for each additional set of hydraulic calculations required by the AHJ)	\$200.00
Additional review of same system. (Fee applies to all re-submittals.)	\$350.00
Site inspection during installation 2 hour minimum Note: system may not be concealed prior to inspection. Inspections are required for all systems.	\$90.00/hr.
Modifications to existing systems	
Min. fee per system without hydraulic calcs	\$100.00
Fee per sprinkler up to 15 sprinklers w/o calcs	\$20.00 ea.
Fee per sprinkler up to 15 with calcs	\$200.00
Fire Pumps per review	\$350.00
Fire prevention inspection fee schedule:	
Residential Building Type:	
4 to 36 units	\$10 per unit per year

37 to 60 units	\$400 per year
61 to 99 units	\$450 per year
100 units and above	\$500 per year
Commercial:	
Under 1,000 square feet	\$50
1,000 to 4,999 square feet	\$100
5,000 to 24,999 square feet	\$150
25,000 to 99,000 square feet	\$200
100,000 to 174,999 square feet	\$400
175,000 to 249,999 square feet	\$700
Industrial:	
Under 5,000 square feet	\$100
5,000 to 24,999 square feet	\$200
25,000 to 99,000 square feet	\$300
100,000 to 174,999 square feet	\$500
175,000 to 349,999 square feet	\$800
Additional conditions: (a) The fee for hotels and motels shall be the same as for residential property, except that the fee shall be calculated on a per room basis. (b) Square footage refers to the total floor area of any building or structure. (c) Inspection fees shall be charged to the property owner. Any fees unpaid by November 1 of each year shall be entered upon the tax roll as a special charge against the property and all proceedings in relation to the collection, return, and sale of the property for delinquent real estate taxes, shall apply to the inspection fee.	
Sprinkler system underground mains	
0-200 feet	\$100.00
201-999 feet	\$150.00
1000 or more	\$300
Fire hose standpipe connections	\$25.00 each
Other fire protection systems (hood, wet & dry chem.)	\$350.00
Fire alarm systems per control panel	\$300.00
Fire Alarm system manual pull stations, initiating and annunciation devices; this includes audible and/or visual devices; smoke, heat, flame, ionization, photoelectric detectors, water flow devices and all monitoring devices per review.	\$75.00 up to 3 \$12.00 each additional
Witness of all required tests – 2 hour minimum	\$180.00/hr.
Inspection during installation	\$90.00/hr.
Fire protection Consulting on systems and or for occupancies or permits	\$90.00/hr. 1 Hour Minimum

Adopted this 22nd day of May, 2023.