



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

CITY OF LAKE GENEVA FINANCE, LICENSING, AND REGULATION COMMITTEE

TUESDAY, AUGUST 15, 2023 - 4:30 PM

LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)

Members:

Committee Members: Chairperson Ken Howell, Alderpersons: Joan Yunker, Mary Jo Fesenmaier, Cindy Yager, and Tim Dunn

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3. Listen to audio via phone: (602) 333-2017 (Long distance rates may apply) (888) 204-5987 (Toll Free)
Access Code: 9746153

AGENDA

1. Call to Order by Chairperson Howell
2. Roll Call
3. Comments from the public limited to 5 minutes, limited to items on this agenda
4. Approval of the August 1, 2023 Finance, Licensing, and Regulation Committee minutes as prepared and distributed
5. **Licenses & Permits**
 - a. Discussion/Recommendation regarding a Taxi Company License Application filed by Cruzin Transportation LLC, Cynthia Hansen, Agent for the term to expire June 30, 2024
 - b. Discussion/Recommendation regarding a Tier I Event Permit application filed by Gygax Memorial Fund for the event of Dragon Days Festival of Fantasy to take place October 13, 2023 through October 15, 2023, 10:00 a.m to 6:00 p.m daily, located in Library Park
6. Discussion/Recommendation regarding **Ordinance 23-08** an ordinance amending Chapter 34, Historic Preservation, of the City of Lake Geneva Municipal Code
7. Discussion/Recommendation regarding Task Order #29 by Kapur Engineering for design, management, and assessment of new sidewalk along Lake Geneva Blvd. and Edwards Blvd. as requested by the Public Works Committee
8. Discussion/Recommendation regarding options for the Lake Geneva Riviera/Beach ADA Access

Project

9. Discussion/Recommendation regarding Short Term Rental code Enforcement and possible ordinance changes
10. Discussion/Recommendation regarding reducing the speed limit on Edwards Blvd, south of the Bloomfield Road Intersection, to 30 mph
11. Discussion/Recommendation regarding the City of Lake Geneva Volunteer Liability Waiver form

12. Presentation of Accounts

- a. Pre-paid Check Report: \$58,817.23
- b. Regular Check Report: \$188,977.51

13. 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 FINANCE, LICENSING, AND REGULATION COMMITTEE MINUTES

TUESDAY, AUGUST 1, 2023 - 4:30 PM

LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)

Members: Committee Members: Chairperson Ken Howell, Alderpersons: Joan Yunker, Mary Jo Fesenmaier, Cindy Yager, and Tim Dunn

Call to Order by Chairperson Howell

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

Roll Call

Present: Howell, Yager, Dunn, Fesenmaier, and Yunker

Absent: None

Comments from the public limited to 5 minutes, limited to items on this agenda

Mary Sibbing; 1725 Hillcrest Dr; Spoke on behalf the Lake Geneva Cemetery Board and in favor of awarding the bid for the Oakhill Cemetery Gate.

Approval of the July 18, 2023 Finance, Licensing, and Regulation Committee minutes as prepared and distributed
Motion by Yunker to approve, second by Yager. No discussion. Motion carried 5-0.

Licenses & Permits

Discussion/Recommendation regarding a Temporary Alcohol Premises Extension application filed by Lake City Social for the event of Lake Geneva Jaycees Trick or Treating, to take place on Sunday, October 29, 2023 from Noon to 6:00 p.m.

Motion by Dunn to approve, second by Fesenmaier. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding a Temporary Alcohol Premises Extension application filed by Lake City Social for the event of 2nd annual Cars & Company Pediatric Cancer Fundraiser, to take place on Sunday, September 10, 2023 from Noon to 7:00 p.m.

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

Discussion/Recommendation regarding a Temporary Alcohol Premises Extension application filed by Lake City Social for the event of Lake Geneva Lion's Club Oktoberfest Fundraiser, to take place on Saturday, October 7, 2023 and Sunday, October 8, 2023 from 11:00 a.m. to 10:00 p.m. both days

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

Discussion/Recommendation regarding a Tier II Event Permit application filed by the Downtown Business Improvement District (BID) for the event of Lake Geneva Oktoberfest to take place on Saturday, October 7, 2023 (10:00 a.m. to 10:00 p.m.) and Sunday, October 8, 2023 (10:00 a.m. to 9:00 p.m.) located on the Downtown sections of Broad Street and Geneva Street

Motion by Yager to approve, second by Fesenmaier.

Motion by Howell to allow Alex Binanti from the BID to speak, second by Fesenmaier.

Alex Binanti stated that this year's fest would follow the 2018 and 2019 layout. She added that she is working with the Police and Fire to develop an alternative route plan as in previous years.

Motion carried 5-0.

Discussion/Recommendation regarding a Tier I Event Permit application filed by Dawn Marie Mancuso for the event of Fat Tire Charity Ride to take place on Saturday, September 9, 2023 8:30 a.m. to 11:00 a.m., located in the Center Street Lot located behind Champs Bar & Grill

Motion by Yager to approve, second by Dunn. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding the bid award for the Automatic Chain Link Fence Gate and Operator at Oak Hill Cemetery to Century Fence in an amount not to exceed \$19,100.00 (Cemetery Board approved on June 21, 2023)

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

Discussion/Recommendation regarding Pay Request #4 filed by Asphalt Contractors Inc (via MSA Engineering) for the 2023 Mariane Terrace and Pine Tree Lane Improvements Project, in an amount not to exceed \$198,558.49

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

Discussion/Recommendation regarding surplus Department of Public Works materials/equipment to be placed in the Wisconsin Online Surplus Auction site

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

Discussion/Recommendation regarding bid award for the Library and City Hall ADA Door Opener Project

Motion by Yunker to approve, second by Dunn. Fesenmaier questioned if this would make the restrooms not just ADA compliant, but also accessible. Library Director Kornak noted that this is a shared project with City Hall, with the end goal being that the public restrooms be accessible for all.

Clerk Kropf explained that the committee would need to choose a vendor from the bid tab; the lowest apparent bidder is Automatic Entrances.

Motion by Howell to amend to award the bid to Automatic Entrances, second by Yager. Motion to amend carried on a roll call vote 5-0.

Original motion as amended carried 5-0.

Discussion/Recommendation regarding **Resolution 23-R42** a resolution authorizing the write off of 2021 delinquent personal property taxes in the amount of \$5,251.61 deemed uncollectible, either due to business closure or Assessor error

Motion by Yager to approve **Resolution 23-R42**, second by Fesenmaier. No discussion. Motion carried 5-0.

Discussion regarding the June Treasurer's Report and Budget versus Actual Report

Finance Director Pisarcik presented the June Treasurer's Report and the Budget versus Actual Report as presented in the packet. No action taken.

Presentation of Accounts

Pre-paid Bills: \$452,717.84

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

Regular Bills: \$206,893.93

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

Adjournment

Motion by Yager to adjourn, second by Fesenmaier. Motion carried 5-0. Meeting adjourned at 4:49 p.m.



CITY OF LAKE GENEVA

TAXI COMPANY LICENSE APPLICATION

Please Check:

- ☐ Original Application
- ☒ Renewal of Current License

Fees of \$50.00 for first car and \$25.00 per each additional car are due upon application

Annual License Expires June 30th each year

Please fill in all blanks completely, as incomplete applications will be rejected.

NOTE: Application must be accompanied by the following documents:

- ☐ Copy of policy of liability insurance covering all vehicles, insuring the licensee against loss from liability to the amount of \$300,000 for the injury or death of one or more persons and in the amount of \$100,000 for damage to property of others for any one accident due to negligent operation of vehicle.
- ☐ Copy of certificate of inspection signed by a reputable automobile mechanic or public garage owner certifying that the vehicle sought to be licensed is mechanically sound and in a thoroughly safe condition for the transportation of passengers and in clean, fit and good appearance.
- ☐ Taxi/Trolley Driver License Application(s) for any drivers who are not currently licensed with the City of Lake Geneva.

ANY APPLICATION SUBMITTED WITHOUT THE REQUIRED DOCUMENTATION SHALL BE CONSIDERED INCOMPLETE AND REJECTED.

BUSINESS INFORMATION

Business Name: CRUZIN Transportation LLC

BUSINESS OWNER/AGENT INFORMATION

Owner/Agent Name: CYNTHIA A HANSEN

PLEASE ANSWER THE FOLLOWING QUESTIONS COMPLETELY

1. Have you been previously licensed to operate a taxicab company? ☒ YES ☐ NO
If Yes, please state where: Lake Geneva, Burlington
2. Have you ever had a license revoked? YES ☒ NO
If Yes, please explain: _____

TAXI VEHICLE INFORMATION

Total Number of Vehicles to be operated: 1

Vehicle #1

<u>Scion</u>	<u>XB</u>	<u>2005</u>
Make	Model	Year
<u>5</u>	<u>AAX 1667</u>	
Capacity	License Plate No.	

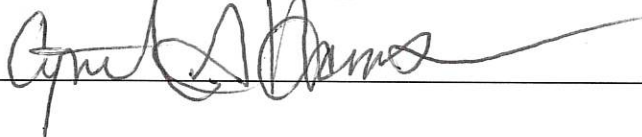
Vehicle #2

Make	Model	Year
Capacity	License Plate No.	
VIN	Certificate of Title No.	

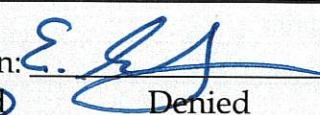
Vehicle #3		
Make	Model	Year
Capacity	License Plate No.	
VIN	Certificate of Title No.	

Vehicle #4		
Make	Model	Year
Capacity	License Plate No.	
VIN	Certificate of Title No.	

APPLICANT SIGNATURE

 DATE: 7-27-23

For Office Use Only

Date Filed: <u>8/1/23</u>	Police Chief Recommendation: <u></u>
Receipt No: <u>15.009450</u>	<u>Approved</u> <u>Denied</u>
Total Amount: <u>25.00</u>	
Forwarded to Police Chief: _____	
Forwarded to City Attorney: _____	
Verified: Stark ☐ MSI ☐	City Attorney Approval of Liability Insurance: _____
Notes: _____	
FLR Approval: _____	License Date: _____
Council Approval: _____	License Number: _____

VEHICLE SAFETY INSPECTION

Instructions: The licensee shall provide this form to the garage, dealership or auto repair shop to be completed by the inspector upon completion of the vehicle inspection. The licensee shall submit the completed form to the City Clerk.

Vehicle Owner/Agent Name _____

Vehicle – Year <i>2005</i>	Make <i>Scion</i>	Model <i>XB</i>	Color <i>Yellow</i>	Odometer Reading <i>304,240</i>	License Plate Number <i>AAX-1667</i>
Name – Inspecting Company or Agency <i>Nisco Automotive</i>			Name – Inspector <i>Matt Grims</i>		

VEHICLE INSPECTION CHECKLIST

Item	Pass	Repair / Replace	Item	Pass	Repair / Replace
BRAKES	☒	☐	SAFETY FEATURES	☒	☐
1. Failure indicator light	☒	☐	17. Turn signals operational	☒	☐
2. System integrity	☒	☐	18. Head lights	☒	☐
3. Pedal reserve	☒	☐	19. Tail lights	☒	☐
4. Disc / drum condition	☒	☐	20. Brake lights	☒	☐
5. Hoses and assembly	☒	☐	21. Horn	☒	☐
SUSPENSION	☒	☐	22. Windows / Windshield (cracks / chips)	☒	☐
6. Shock absorbers / struts	☒	☐	23. Front seat safety belts condition	☒	☐
7. Springs	☒	☐	24. Back seat safety belts condition	☒	☐
8. Shackles	☒	☐	25. Door locks operational	☒	☐
9. Modifications	☒	☐	WIPERS / WIPER BLADES	☒	☐
STEERING	☒	☐	26. Wipers operational	☒	☐
10. Lash	☒	☐	27. Blades contact	☒	☐
11. Free turning	☒	☐	28. Blades condition	☒	☐
12. Linkage play	☒	☐	TIRES – FRONT	Lft	Rt
13. Power system	☒	☐	29. Tread depth	☒	☒
EXHAUST SYSTEM	☒	☐	30. Matching	☒	☒
14. Leaks	☒	☐	31. Condition	☒	☒
15. Legal muffler	☒	☐	TIRES – REAR	Lft	Rt
16. Tailpipe	☒	☐	32. Tread depth	☒	☒
			33. Matching	☒	☒
			34. Condition	☒	☒

Brief Comments – Refer to Item Number _____

SIGNATURE – Inspector

[Signature]

Date – Inspection

7-31-23



CITY OF LAKE GENEVA EVENT PERMIT APPLICATION

Please fill in all blanks completely, as incomplete applications will be rejected.

Applications must be submitted

AT LEAST 4 WEEKS prior to the proposed event date for approval. 2023

Section I- APPLICANT INFORMATION

Name of Applicant: DRAGON DAYS™ Festival of Fantasy

Name of Event Organizer/Producer: PAUL STORMBERG

Production Company/Organization: GYGAX MEMORIAL FUND FEIN #: 30-058/0070

Street Address: 315 HASKINS STREET

City: LAKE GENEVA State: WI Zip code: 53147

Are you a ☐ For-Profit OR ☒ Non-Profit Organization 501(c) 3

EIN # (Tax Exempt Number): 30-058/0070

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

Section II- EVENT INFORMATION- Check the proper category

☐ Public Assembly Permit- *Non-Profit: No Charge; Otherwise: \$60.00 per day Fee

(Meet one or more criteria) Single day event use of City of Lake Geneva facilities with NO street, parking or intersection closures, attendance under 500, NO serving of alcohol in public space.

☐ Block Parties or use of Gazebo for 1 Hour Photo Ops: * Non-profit: No Charge; Otherwise: \$75.00 Fee

Small event limited to one street with 4 barricades in a neighborhood or gazebo in Flat Iron Park.

☒ Tier 1 Events: *Non-Profit: No Charge; Otherwise: \$250.00 Fee for an event up to seven days; additional \$50.00 per day thereafter

(Meet one or more criteria) Rolling closure of streets, public walkway, limited parking stalls or intersection closures that do not impact public use, attendance of 501 to 3,000, four (4) hours or less of alcohol sales or serving, majority use of a city park(s), or other municipal facility.

☐ Tier 2 Events: *Non-Profit: No Charge; Otherwise: \$500.00 Fee for an event up to seven days; additional \$100.00 per day thereafter

(Meets one or more criteria) Non-profit or not-for-profit organization offering multiple-day events, attendance of more than 3,000+, more than four (4) hours of alcohol sales or serving, and/or exclusive use of City park(s), street(s), limited parking stalls, or other municipal facility.

Note: Seminary (includes the use of the Shelter) and Flat Iron Park (includes the use of Brunk Pavilion) have 3 available picnic tables and 10 benches which you can select as part of your event permit. Any additional picnic tables, benches, or barricades needed should be directed to a rental company.

1. Title of Event: DRAGON DAYS™ Festival of Fantasy
2. Date(s) of Event: OCTOBER 13th, 14th, and 15th, 2023
3. Location(s) of Event: LIBRARY PARK and BUSINESS DISTRICT WALKS
4. Hours: 10 AM to 6 PM
Note: Start Time & End Time
5. Event Chair/Contact Person: HAROLD JOHNSON Phone: [REDACTED]
6. Day of Event Contact Name: HAROLD JOHNSON Phone: [REDACTED]
7. Is the event open to the public? No ☒ YES
8. Will you charge an admission fee? ☒ NO
9. Estimated Attendance Number: 2,500
10. Basis for estimate: From research of annual GARY CON and Janesville Renaissance Fair
11. Will you be setting up a tent? ☒ NO

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

12. Will there be any animals? ☒ NO

If yes, what type and how many: _____

13. Attach a detailed description of proposed event with map of the exact location of the event and/or route.

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

Working together with the Street Department and local youth organizations to police site and collect and remove trash during and after the event

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

Hiring of independent security service to patrol and secure booths after hours

16. Will there be fireworks or pyrotechnics at your event?

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

☒ NO

17. Will your event include the sale of beer and/or wine?

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

☒ NO

~~- Still recruiting vendors~~

18. Will you or any other vendors be selling food or merchandise?

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

☒ NO

~~- Still recruiting vendors~~

19. Do you intend to use the available picnic tables and benches in the location? No ☒ YES

✓ Verified w/ applicant that they will not be selling alcohol, beer or wine; email confirmation attached JCK 7/27/2023

Continue to next page...

Section III- STREET USE

☐ Check if this section does not apply

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

- ☐ Certificate of Comprehensive General Liability Insurance with the City, its employees and agents as additional insured with coverage for contractual liability with minimum limits of \$500,000 per occurrence for bodily injury and property damage limits of \$250,000 per occurrence.
- ☐ Petition signed by more than half of the residential dwelling units and/or commercial units residing along that portion of the street designated for the proposed use or whose property is denied access by virtue of the granting of the permit.

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

Road closures must include rental of barricades; must be coordinated with the City of Lake Geneva Department of Public Works

2. Will any parking stalls be used or blocked during the event?

No Yes

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

Dates of Use:

October 12-15

Total Number of Parking Stalls being Requested:

4 - for unloading/load out of vendors

Parking Stall Number(s) and Location:

3. Description of Signage to be used during event:

Lamp post decorations + Dragon Sculptures and banners to mark entrance to fair grounds

**The use of City Street Banner poles will require a separate, complete Street Banner Display Application*

4. Anticipated Services

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

☐ Electricity; Explain:

☐ Water; Explain:

☐ Traffic Control; Explain:

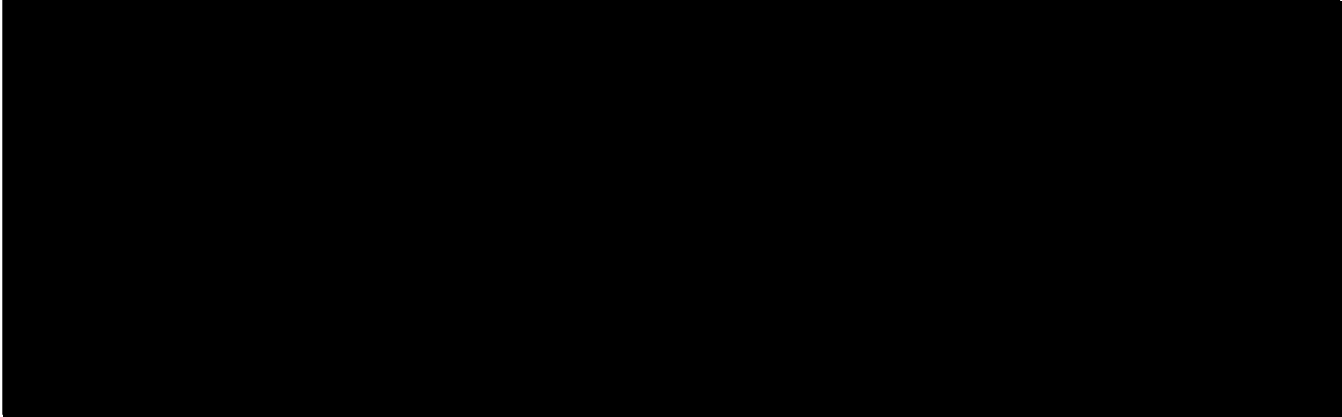
☐ Police Services; Explain:

☐ Fire/EMS Services; Explain:

☐ Other; Explain:

***Please note:** The City of Lake Geneva, the Police Department and/or Fire Department have the right to cancel an event due to inclement weather or any safety risk.

***All Parks and Public Spaces must be left the way they were originally found. A credit card is required to be placed on file with the City Clerk's office should the park or public space incur any damage or has not been cleaned up. Any charges will be communicated to the card holder prior to credit card processing.**



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

Applicant Signature: Harold Johnson Date: 21 APRIL 2023

Gary Con Convention in Lyons Township

Expenditure	# Persons	Cost	Days	Sub-Total	
Food	3050	\$70.00	4	\$854,000.00	
Entry Fees	3050	*	*	\$292,970.00	
Merchandise	3050	\$25.00	4	\$305,000.00	
VIP Event	60	\$100.00	1	\$6,000.00	
Rooms	1525	\$200.00	4	\$1,220,000.00	
Exhibitor Booth	71	\$105.00	4	\$29,820.00	
				\$2,707,790.00	Econ. Impact
				\$762.50	Sales Tax (1/4%)
				\$25,620.00	Room Tax
				\$0.00	Parking
				\$25,620.00	Tot. Revenue to Lyons Township

Gygax Initiative/D&D Tourism in Lake Geneva: Museum Exhibit, Walking Tour, Library Exhibit, Gygax Park Bench, Gygax Park, and Gygax Memorial

Expenditure	# Persons	Cost	Days	Sub-Total	
Food	3050	\$70.00	2	\$427,000.00	
Merchandise	3050	\$25.00	2	\$152,500.00	
Parking	760	\$6.00	2	\$9,120.00	
Rooms	1525	\$200.00	1	\$305,000.00	
				\$893,620.00	Econ. Impact
				\$1,067.50	Sales Tax (1/4%)
				\$21,350.00	Room Tax
				\$9,120.00	Parking
				\$30,470.00	Tot. Annual Revenue to Lake Geneva

Gygax Initiative: Dragon Days Festival in Lake Geneva

Expenditure	# Persons	Cost	Days	Sub-Total	
Food	3050	\$70.00	4	\$854,000.00	
Merchandise	3050	\$25.00	4	\$305,000.00	
Parking	760	\$6.00	4	\$18,240.00	
Rooms	1525	\$200.00	4	\$1,220,000.00	
				\$2,397,240.00	Econ. Impact
				\$2,135.00	Sales Tax (1/4%)
				\$42,700.00	Room Tax
				\$18,240.00	Parking
				\$60,940.00	Tot. Revenue to Lake Geneva

Combined Annual Gygax Initiative/D&D Tourism/Dragon Days

\$3,290,860.00	Tot. Econ. Impact
\$11,437.50	Tot. Sales Tax (1/4%)
\$64,050.00	Tot. Room Tax
\$27,360.00	Tot. Parking
\$91,410.00	Tot. Annual Revenue to Lake Geneva

DRAGON DAYS™ Festival of Fantasy

October 13-15, Lake Geneva, WI

The DRAGON DAYS™ Festival three day event is being created to celebrate Lake Geneva's Legacy of Fantasy from the birthplace of the DUNGEONS & DRAGONS® game – *"The Game That Changed the World!!"*

This legacy did not just create the new category of Role-Playing Games, it impacted all the many faces of fantasy across the entire world for decades, including:

- Adventure, Board, Card and Hobby Games
- Arcade, Video and Computer Games
- Internet Content from Pod casts to original shows and programming
- Television, Film, Animation and Stage
- Art, Graphics, and Fashion
- Literature, from Novels and Anthologies, Reference and Compilations, Comics and Graphic Novels (over 1000 titles)
- Music, Crafts, Costumes and Food

And much, much more, becoming an integral part of everyday popular culture –
not to mention this rich history of Fantasy within the city of Lake Geneva that draws thousands to visit every year.

This public event would marry the elements of a fantasy Renaissance Faire with the many facets of this legacy as a cornerstone event to draw fans worldwide to make an annual pilgrimage to our fair city to the benefit of all our businesses.

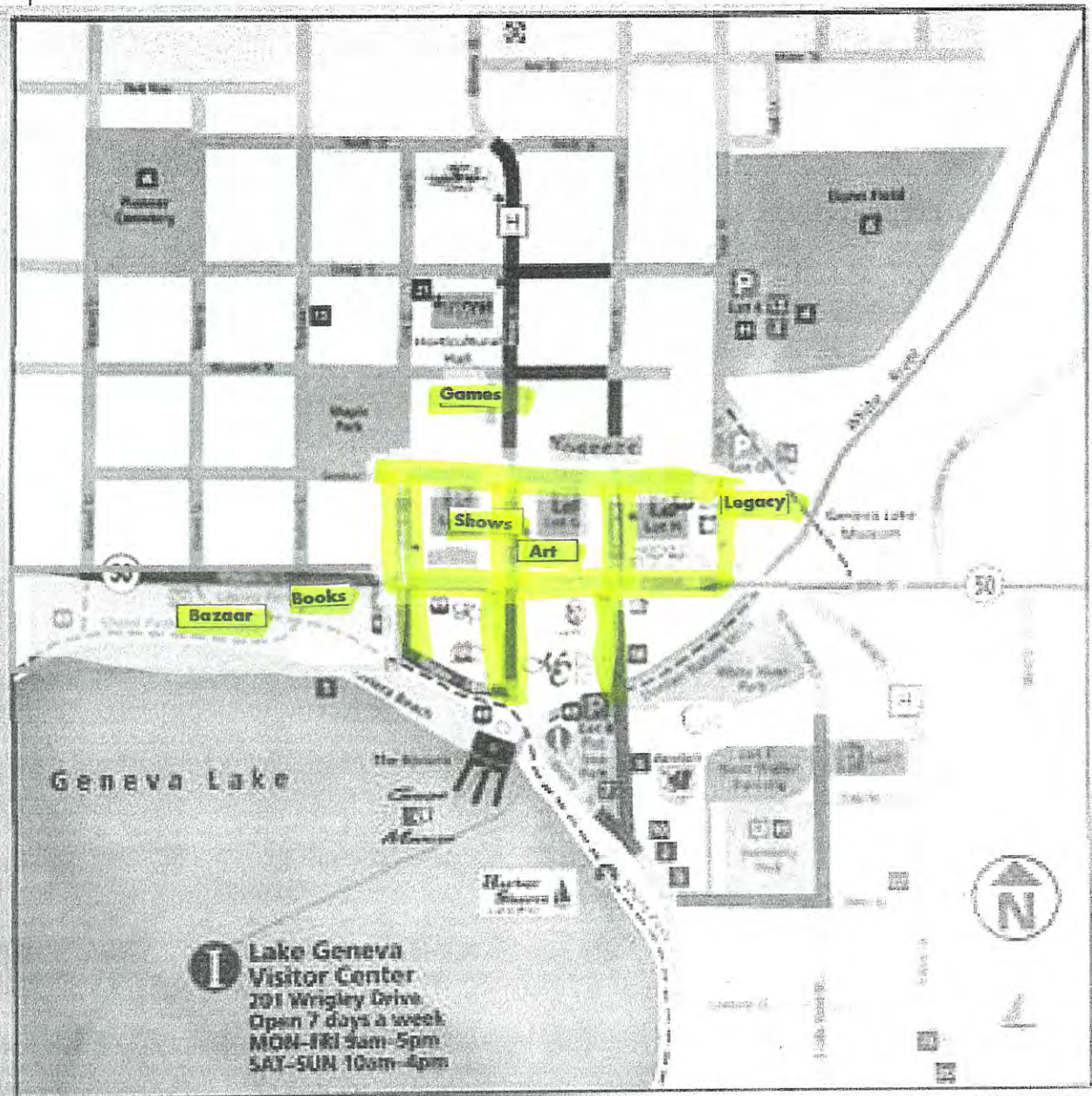
The festival would be divided into several program tracks showcasing these facets:

- Gaming
- Books
- Art
- Fashion
- Entertainment
- Street Performers
- and a celebration of our fair city's History of Fantasy and of Gary Gygax the author of many books, games, and myriad licenses and of creator of "The Game that Changed the World"

All framed with the theme of a Fantasy Fair drawing from Wisconsin's many very successful Renaissance Fairs across the state. In cooperation with local businesses and outside vendors to transform the city of Lake Geneva into a celebration of Fantasy.

And this would be the beginning of an ever evolving event to create a Fun for the Entire Family yearly celebration that would continue to support the many businesses of Lake Geneva.





1 Lake Geneva Visitor Center
 201 Wrigley Drive
 Open 7 days a week
 MON-THU 9am-5pm
 SAT-SUN 10am-4pm

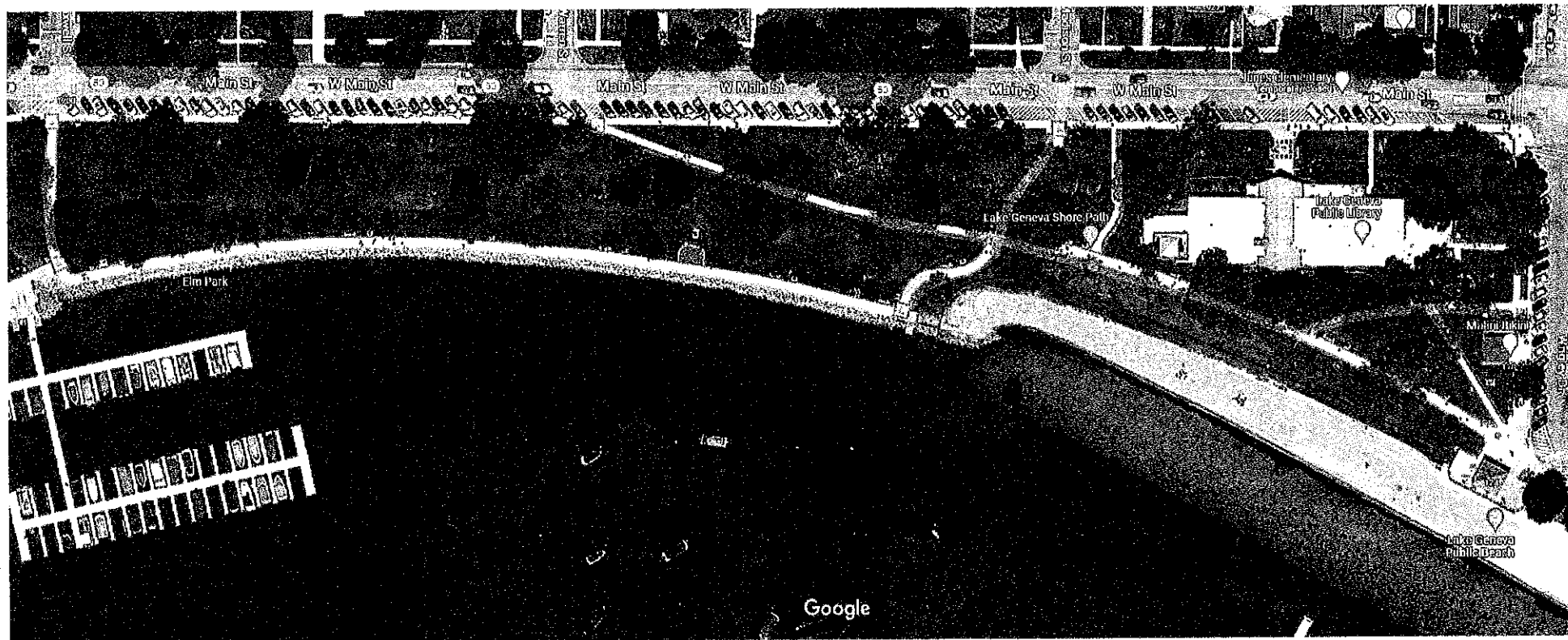
DOWNTOWN LAKE GENEVA

Lake Geneva

VISIT LAKE GENEVA
 800.345.3020
 VISITLAKEGENEVA.COM
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Legend:

- | | |
|---------------------|----------------|
| Boat Launch | Free Street |
| Post Office | Parking |
| Fire Department | Metered Street |
| Police Department | Parking |
| Public Restrooms | |
| Metered Parking Lot | |
| Free Parking Lot | |
| Shore Path | |



Imagery ©2023 Maxar Technologies, U.S. Geological Survey, Map data ©2023 Google 50 ft

MAIN STREET

MAIN STREET

LAKE GENEVA
LIBRARY

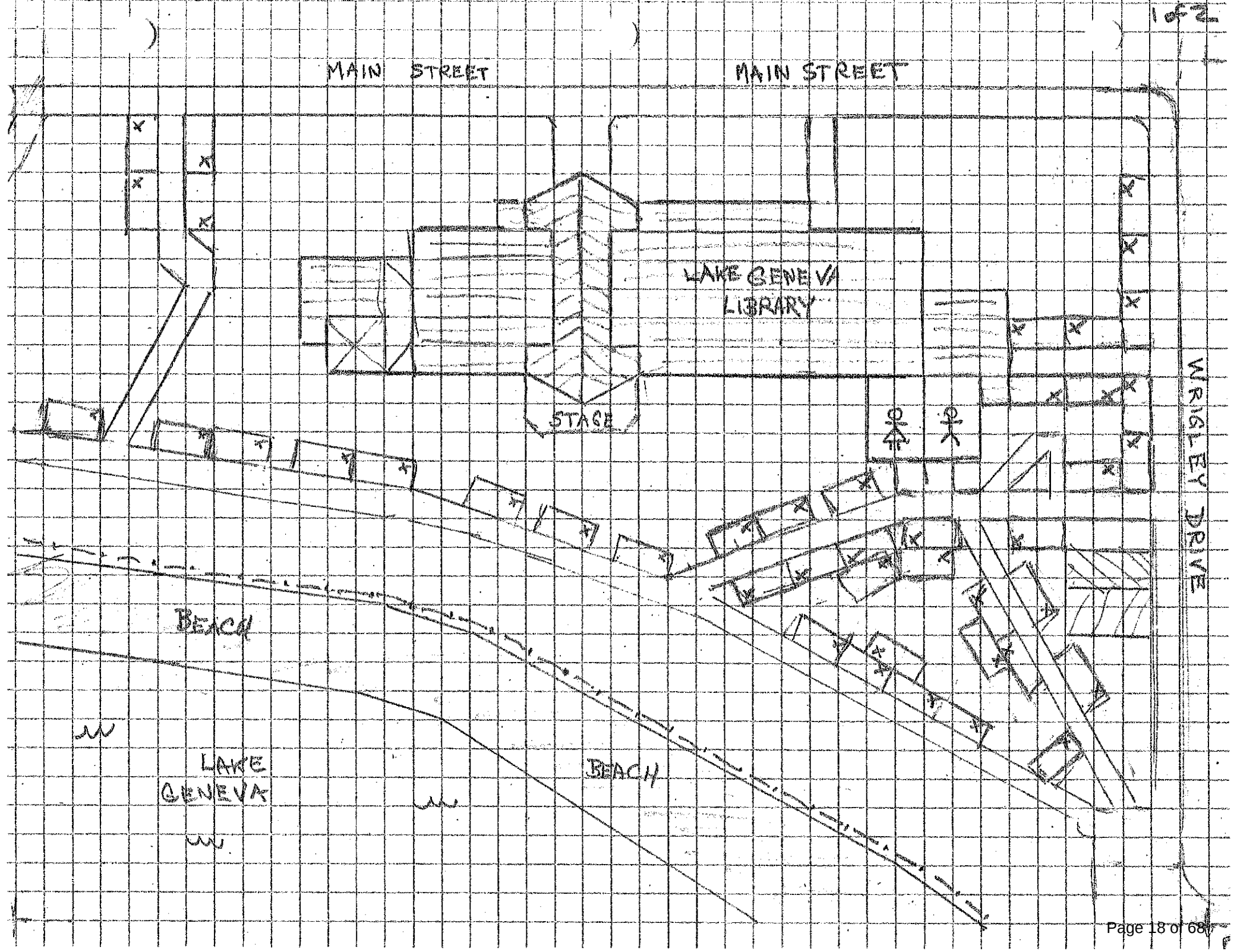
STAGE

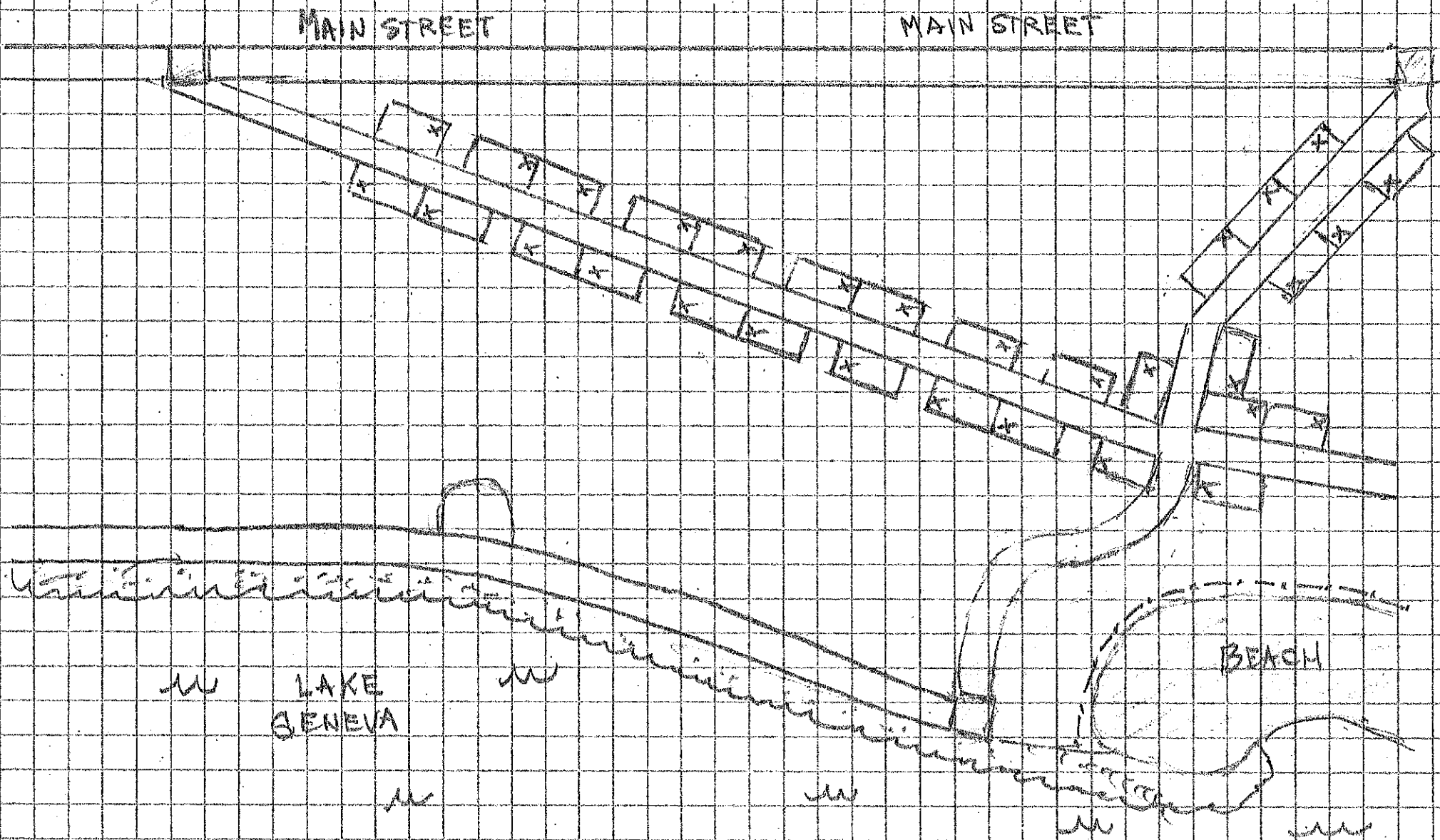
WRIGHT DRIVE

BEACH

LAKE
GENEVA

BEACH





DRAGON DAYS™ Festival of Fantasy

October 13-15, Lake Geneva, WI

Applications are accepted until the Marketplace is full. Application must be submitted with photographs, examples, and/or supplemental materials that you feel will further assist us in thoroughly reviewing your products and/or services.

Note: Photos and/or samples of each item you wish to sell are required to receive consideration for the Faire season.

Business Owner's Name:				Date:			
Business Name:							
Street Address:							
City:				State:		Zip:	
Phone Home:		Bus.:		Cell:			
WI Seller's Permit No.:				(as listed on seller's permit)			
Business Address (if Different:)							
City:				State:		Zip:	
Email Address (required):				Website:			

Show Information: (List shows/outlets where you have marketed your products and/or services.)

Name and location of show/outlet	Year started	Until

Please let us know any information that you feel represents your shop and what you have to offer to the show:

How did you hear about the Bristol Renaissance Faire?

Product information: List your products and/or services – include a labeled photo or sample of each. Photos can be included as either a link to a cloud space, like Google Drive or Dropbox, or included as photos in a separate word document. Please do not just attach photos to your e-mail – we have no idea of knowing what is what. If you send physical samples, please allow 6- 8 weeks for items to be returned.

Name and detailed description of EACH product	Type of Materials used in product	% of the product that is created by you	Price range

**Please list any additional items on a separate sheet of paper.*

Number of years making the above products/services: _____

How do you plan to display your wares? Please attach photos with labels, as well as include a description below on how you plan to display your product, including dimensions, if available.

Do you have a tent, cart, or other structure of your own you wish to bring to our show? Or are you planning to build or purchase something on our site? Explain below. (Include photos or drawings of any intended builds with this application, as well as dimensions if possible.)

If the regular marketplace is full, do you wish to be put on our waiting

list for: Full-Run Merchant ☐ Yes or ☒ No

Guest Artisan ☐ Yes or ☒ No

21st April 2023

DRAGON DAYS Festival of Fantasy
Organizer: Harold Johnson

City of Lake Geneva
City Clerk's Office
626 Geneva Street
Lake Geneva, WI 53147

SUBJECT: Event Permit for DRAGON DAYS Festival

Attached is an application for a permit to run a city-wide festival during the 3rd weekend of October 13th through 15th in 2023.

DRAGON DAYS would be a festival to celebrate the many contributions the City of Lake Geneva has made to change the face of Fantasy worldwide in all of its many facets being the Birthplace of DUNGEONS & DRAGONS – *"The Game That Change the World!"*

This would be a soft launch to organize staff, vendors and a schedule of events in preparation and to test market for a nationally promoted event the same week in 2024 to celebrate the 50th Anniversary of the publishing of the DUNGEONS & DRAGONS® game.

I am Harold Johnson. I first relocated from Chicago to Lake Geneva in 1979 and became Vice President of Games for TSR, Inc. – publisher of the D&D® game – during its hey days. Years later from 2011 to the store closing in 2020 during the pandemic, I then owned and managed the Breadloaf Bookstore.

Always interested in helping my community as well as supporting local charities I first envisioned creating this annual event during that decade to benefit the many fine businesses in Lake Geneva by harnessing the power of the millions of fans of the game worldwide. I know this from my experience creating, owning and managing game conventions across the Midwest as well as venues throughout the nation, including the GEN CON® game fair – *the premiere gaming event first created and run in 1968 in Lake Geneva* – that now plays host to over 70,000 gamers annually. In order to prepare myself to run this event and to help local independent book authors I conceived and co-sponsored the running of BEACHSIDE AUTHORFEST with the Friends of the Lake Geneva Public Library as a proving ground for DRAGON DAYS. AUTHORFEST has been run successfully for several years, contributing its proceeds to the Friends of the Lake Geneva Public Library as a major fund raiser. It is my business plan to again associate with a non-profit entity to manage the DRAGON DAYS Festival.

As a business manager it is my belief that Lake Geneva can greatly benefit financially from association with its long history with fantasy to draw large crowds of fans to make an annual pilgrimage to our fair city as the summer crowds depart. GARY CON, a game convention celebrating the life of the author of the DUNGEONS & DRAGONS game, *which I helped manage for several years*, now regularly draws crowds in excess of 2500 fans, but as just a game convention most of these visitors remain at the Grand Geneva Resort and few experience all the other features and fine businesses our city has to offer. I believe we can change that.

Your assistance and care in helping me negotiate the permit process again so I can manage a practice run of this event before it national debut in 2024 is much appreciated. I work as a manager for UPS 3rd Shift (23 years now) but am available by phone after 10:30AM most days and evenings. If you don't at first reach me, please text a time and phone number that I can return your call.

Thank you for your kind consideration.

- Harold "Wisconsin" Johnson

Lana Kropf

From: Lana Kropf
Sent: Thursday, July 27, 2023 10:04 AM
To: [REDACTED]
Cc: Vanessa Jahns; Harold Johnson; Bridgett Way
Subject: RE: Event Permit Application
Attachments: Proclamation- Gary Gygax Day- 2023.pdf

Hi Paul,

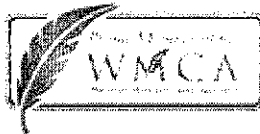
That is extremely helpful! Thank you!

I have also attached the proclamation per your request.

Thank you again!

*Lana Kropf, Lana Kropf, Lana Kropf
Lana Kropf, Lana Kropf, Lana Kropf
Lana Kropf, Lana Kropf, Lana Kropf*

City Clerk
WMCA Secretary 2022/2023
City of Lake Geneva
626 Geneva St
Lake Geneva, WI 53147
p.262-249-4092
f.262-248-4715
Population: 8,233



Elected Officials and Members of City Committee or Commission: In order to comply with Open Meetings Requirements, please limit any reply to only the sender of this email.

From: Paul Stormberg <stormber@cox.net>
Sent: Wednesday, July 26, 2023 11:35 AM
To: Lana Kropf <lkropf@cityoflakegeneva.gov>
Cc: Vanessa Jahns <vjahns@cityoflakegeneva.gov>; Harold Johnson <[REDACTED]>
Subject: Re: Event Permit Application

Howdy Lana,

Thank you for the email. We are not selling alcohol or food. The food and drink vending will be by local establishments on their out their front door on their front sidewalk -- so to speak.

I am copying in the Chairperson for the festival, Harold Johnson.

BTW, on an unrelated matter, would you email me a pdf of the Proclamation of Gary Gyax Day made by the Mayor in the Monday night City Council Meeting? We would like to print some off and hand out at the dedication ceremony on Thursday.

On 7/26/2023 10:39 AM, Lana Kropf wrote:

@font-face {font-family:"Cambria Math"; panose-1:2 4 5 3 5 4 6 3 2 4;}@font-face {font-family:Calibri; panose-1:2 15 5 2 2 2 4 3 2 4;}@font-face {font-family:"Segoe UI Light"; panose-1:2 11 5 2 4 2 4 2 2 3;}p.MsoNormal, li.MsoNormal, div.MsoNormal {margin:0in; font-size:11.0pt; font-family:"Calibri",sans-serif; mso-ligatures:standardcontextual;}span.EmailStyle17 {mso-style-type:personal-compose; font-family:"Calibri",sans-serif; color:windowtext;}.MsoChpDefault {mso-style-type:export-only; font-family:"Calibri",sans-serif; mso-ligatures:standardcontextual;}div.WordSection1 {page:WordSection1;}

Hello Paul,

We are working on the event permit application approval process for the Dungeons and Dragons Festival. We reviewed the application and noticed that there was still a question to whether there would be alcohol sales or food/merchandise sales. Before we can move forward with the Leadership Team approval, we need to determine if you are planning to sell alcohol and food. If so, there will need to be additional forms completed and some possible addition setup details for the event. We can discuss the details once you have answered those two questions.

Please let me know when you get a chance.

Thank you!

*Lana Kropf, Lana Kropf, Lana Kropf
Lana Kropf, Lana Kropf, Lana Kropf
Lana Kropf, Lana Kropf, Lana Kropf*

City Clerk
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Elected Officials and Members of City Committee or Commission: In order to comply with Open Meetings Requirements, please limit any reply to only the sender of this email.

--

Futures Bright,

Paul J. Stormberg

Owner, The Collector's Trove
www.thecollectorstrove.com

Owner, Legends of Roleplaying
www.legendsofroleplaying.com

Owner, TLB Games
www.TLBgames.com

President, Gygax Memorial Fund
www.gygaxmemorialfund.org

For Office Use Only

Date Filed with Clerk: July 19, 2023 Payment Amount: \$ N/A

Receipt #: N/A

City Clerk/Administrator Signature: [Signature] Date: 7/19/2023

☒ Approve ☐ Denied Notes: wedding in Brink 10/14 - App indicates they will not be selling alcohol
- Homecoming parade is on Friday, Oct 13; PD is this a conflict?

Police Chief Signature: [Signature] Date: 08/01/2023

☒ Approve ☐ Denied Notes: _____

Fire Chief Signature: [Signature] Date: 8/9/23

☒ Approve ☐ Denied Notes: _____

DPW Signature: [Signature] Date: _____

☒ Approve ☐ Denied Notes: Event is responsible for their own Trash
clean up and removal. "Rent a dumpster"

Parking Signature: [Signature] Date: 8/2/23

☐ Approve ☐ Denied Notes: 4 STALLS * 1 DAY @ 20.00 = 80.00

5 STALLS * 3 DAYS @ 40.00 = 480

DEPT. WILL VOICE EVENT FOR \$500.00

Harbormaster Signature: [Signature] Date: 8-4-23

☒ Approve ☐ Denied Notes: _____

Tier I & Tier II Events Only:

FLR Meeting Date: _____

Council Meeting Date: _____

ORDINANCE OF THE COMMON COUNCIL			
An ordinance amending multiple sections of Chapter 34, Historical Preservation, of the Citi of Lake Geneva Municipal Code			
Committee	Finance, Licensing, and Regulation Committee to consider on August 15, 2023		
Fiscal Impact:	N/A		
File Number:	23-08	First Reading : Second Reading :	August 28, 2023 September 11, 2023

The City of Lake Geneva Common Council does ordain as follows:

CITY OF LAKE GENEVA, WI
Chapter 34. Historical Preservation

ArticleI

I. IN GENERAL

Sec. 34-1. Purpose and intent of chapter.

[Ord. No. 96-2, §-I, 1-22-1996]

In accordance with the authority granted by W.S.A. §-62.23(7)(em), it is declared a matter of public policy that the protection, enhancement, perpetuation and use of historic structures, sites, and districts that represent and define the ~~City's~~City of Lake Geneva's cultural, social, economic, political and architectural history is a public necessity and is required in the interest of health, prosperity, safety and welfare of the people. Furthermore, the purpose of this section is to:

~~(1)~~ —

~~(1)~~ Foster civic awareness and pride in the notable accomplishments of the past.

~~(2)~~ — Educate the public as to the need and value of ~~athe~~ the City of Lake Geneva's historic preservation program and its enhancements of the quality of life.

~~(3)~~ — Stabilize and improve the property values.

~~(4)~~ — Enhance the visual and aesthetic character of the City- of Lake Geneva.

~~(5)~~ — Protect the ~~City's~~City of Lake Geneva's special architectural history and character for its residents and guests.

(6) ~~—~~ Serve as a support and stimulus to business, industry and tourism thereby strengthening the economy of the City.

Sec. 34-2. Definitions.

[Ord. No. 96-2, § II, 1-22-1996]

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

ALTERATION

- Any act or process which changes the exterior features of a property or an improvement which has been designated for preservation pursuant to the provision of this chapter.

CERTIFICATE OF APPROPRIATENESS

- The certificate of approval issued by the Historic Preservation Commission approving alteration, construction or demolition of a designated historic structure or historic site.

COMMISSION

- The Historic Preservation Commission established under Article II with the power and duties granted under this chapter.

CONSTRUCTION

- Any act or process which requires a building permit.

DEMOLITION

- Any act or process which destroys or removes, in whole or in part, an improvement which has been designated for preservation pursuant to the provisions of this chapter. For purposes of this chapter demolition requires a permit.

EXTERIOR FEATURES

- The architectural ~~style, the general design features and arrangement of materials exhibited on~~ the exterior of a building, ~~structure or improvement, and natural features.~~

HISTORIC DISTRICT

- An area designated by the City Council of Lake Geneva

on recommendation of the Historic Preservation Commission that contains two or more historic structures or sites related historically or aesthetically and which has been designated a historic district pursuant to the provisions of this chapter.

HISTORIC SITE

~~Any parcel of land of national, state or local historic, geological or archeological significance due to a substantial value in tracing the history or prehistory of man or upon which a historic event has occurred and which has been nominated and accepted as a historic site pursuant to the provisions of this chapter.~~

HISTORIC STRUCTURE

~~Any improvement which has a special character, historic interest, significance or value as part of the developmental heritage or cultural characteristics of the City, state or nation, and which had been nominated and accepted by the owner as a historic structure pursuant to the provisions of this chapter.~~

IMPROVEMENT

~~- Any building, structure, place, work of art or other object, (such as parking facility fence, gate, wall, etc.) constituting a physical betterment of real property or any part of such betterment (such as light fixtures, signs, sidewalk, street furniture, etc.).~~

NATIONAL AND/OR STATE HISTORICAL REGISTER PROPERTY

~~Is any property that is listed on the National Register of Historic Places in the state or the state register of historic places.~~

LANDMARK –

- ~~a. Any improvement which has architectural, cultural, or historic character or value reflecting the development, heritage, or cultural characteristics of a distinct community present in the city, the city itself, the state or the nation and which has been designated as a landmark under the provisions of this chapter, or~~
- ~~b. Any land of historic significance due to a substantial value in tracing the history or humankind, or upon which an historic event has occurred, and which has been designated as a landmark under the provisions of this chapter.~~

~~LANDMARK SITE – the lot or parcel identified in the official landmark designation maintained by the city. If a landmark designation does not identify a lot or parcel, landmark site means any lot, or part thereof, on which is situated a landmark, and any abutting lot, or part thereof, used as and constituting part of the premises on which the landmark is situated.~~

~~The~~

RESCISSION

~~To rescind, reverse or annul prior historic designation.~~

~~Sec. 34-3 Maintenance.~~

~~{Ord. No. 96-2, § VI, 1-22-1996}~~

~~(a) The owner of a historic structure or site shall be encouraged to keep in good repair all of the exterior~~

portions of such, and all interior portions which, if not so maintained, may cause or tend to cause the exterior portions of such to fall into a state of disrepair as follows:

- ~~(1) The deterioration of exterior walls or other vertical supports.~~
 - ~~(2) The deterioration of roofs or other horizontal members.~~
 - ~~(3) The deterioration of external chimneys.~~
 - ~~(4) The deterioration or crumbling of exterior plaster or mortar.~~
 - ~~(5) The ineffective waterproofing of exterior walls, roof and foundation, including broken windows or doors.~~
 - ~~(6) The peeling of paint, rotting holes and other forms of decay.~~
 - ~~(7) The deterioration of surrounding environment, e.g., fences, gates, sidewalks, steps, signs, accessory structures and landscaping.~~
 - ~~(8) The deterioration of any feature so as to create or permit the creation of any hazardous or unsafe conditions.~~
 - ~~(9) All interior portions which may cause the exterior to deteriorate or become damaged or to otherwise fall into a state of disrepair.~~
 - ~~(b) The purpose of this section is to encourage the prevention of deterioration or damage by vandalism or natural causes that may require subsequent demolition or reduced marketability of a building or a structure that is designated a historical structure or site.~~
- ~~See. Commission may adopt specific operating guidelines for landmark sites designation, provided that such are in conformance with the provisions of this section.~~

RESCISSION ~~34-4 Conditions dangerous to life, health or property.~~

~~- The removal of a landmark designation placed on a property under the provisions of this ordinance.
[Ord. No. 96-2, § VIII A., 1-22-1996]~~

~~Nothing contained in this chapter shall prohibit the making of necessary repairs, alteration or demolition of any historic structures, any improvement on a historic site or in a historic district pursuant to order of any government agency or pursuant to any court judgment for the purpose of remedying emergency conditions determined to be dangerous to life, health or property. In such cases, approval from the Commission shall not be necessary.~~

~~Sec. 34-5. through See~~ Sec. 34-30. (Reserved)

Article

II

HISTORIC PRESERVATION COMMISSION

See.

Sec. 34-31. Creation and establishment; composition.

[Ord. No. 96-2, § III A., 1-22-1996; amended 12-10-2012 by Ord. No. 12-25]

The Historic Preservation Commission of the municipal government of the City of Lake Geneva is hereby created and established. The Historic Preservation Commission shall consist of seven members all of whom shall be citizens and residents of the City— of Lake Geneva. To the greatest extent possible the commissioners shall represent expertise in the fields of architecture, history, architectural history, construction, planning, archaeology, cultural anthropology, landscape architecture, and other closely related fields.

The following persons, if available in the community shall be considered desirable for membership: An attorney, a registered architect, an educator, a historian or person active in historic or architectural preservation, an artist, licensed real estate broker, and local businessperson. In addition, the Commission shall include one member of the City Council— of Lake Geneva. Each member shall have, to the highest extent practicable, a known interest and concern for historic preservation. Members of the Commission shall be appointed by the Mayor and approved by the City Council of Lake Geneva by majority vote.

Sec. 34-32. Terms; vacancies; removal; compensation.

[Ord. No. 96-2, §-III B., 1-22-1996]

Of the initial members so appointed to the Commission, two shall serve a term of one year; two shall serve a term of two years and two shall serve a term of three years. Thereafter, the terms of each member shall be for three years. The Alderperson member shall serve a one-year term and may be reappointed. Vacancies caused by resignation otherwise shall be filled by appointment for the period of the unexpired term. A member may be removed from the Commission by the Mayor with the approval of a majority of the City Council— of Lake Geneva. Members of the Commission shall serve without compensation.

Sec. 34-33. Election of officers; rules; records; meetings; quorum.

[Ord. No. 96-2, §-III C., 1-22-1996; amended 12-10-2012 by Ord. No. 12-25]

(a)—— Meeting. The Commission shall meet a minimum of four times per year. Additional meetings may be called by the Chairman or by action of the members at a duly called meeting. All meetings shall be held at the Lake Geneva City Hall unless otherwise designated by the Chairman.

(b)—— Rules of order. The Chairperson shall call the meeting to order, shall preserve order and decorum, shall decide all questions of order, and shall conduct

the proceedings of the meeting in accordance with Robert's Rules of Order, unless otherwise provided by statute or by the rules stated herein.

(c) ~~Quorum.~~ A majority of the membership of the Commission shall constitute a quorum for the transaction of business.

(d) ~~Organization.~~ The members of the Historic Preservation Commission shall elect a Chairman from amongst its members. The Commission may elect other officers necessary or appropriate to aid in the efficient running of the Commission.

(e) ~~Agenda.~~ The Chairperson is responsible for the preparation of the agenda and shall provide a digital or electronic copy of such agenda to the City Clerk for posting and distribution to other Commission members and the public at least 48 hours prior to such meeting. Informational material for items identified on the agenda shall also be provided with the agenda when practical.

(f) ~~Commission action. Unless otherwise stated herein, the Historic Preservation Commission is advisory in its capacity and shall make recommendations to the City Council.~~

(g) ~~Submittal of minutes.~~ The Acting Secretary shall submit in a timely fashion a digital copy of the meeting minutes to the City Clerk for posting and distribution.

If action by the City Council of Lake Geneva is desired, such action shall be so noted in the minutes.

Sec. 34-34. Powers and duties.

[Ord. No. 96-2, § IV, 1-22-1996]

(a) ~~Recommendation of designation of historic districts.~~

The Commission shall have the ~~duty~~power to recommend to the City Council of Lake Geneva designation of landmarks, landmark sites, and historic districts within the City of Lake Geneva.

(a) Recommendation of designation of landmarks, landmark sites, and historic districts. The Commission shall recommend to the City Council of Lake Geneva designation of individual landmarks, landmark sites and historic districts. Such recommendations shall be in accordance with ~~Section~~Sec. 34-~~61-61a~~

(b) ~~Nomination of properties as historic landmarks, landmark sites, and structures historic districts.~~ The Commission may nominate properties or areas of the city for designation as landmarks, landmark sites, or historic sites or structures districts. Such nomination shall be in accordance with ~~Section~~Sec. 34-~~62-63.~~ The Commission shall also provide a nomination form which may be used by any resident of the city to nominate any property or area within the city for designation as a landmark, landmark site or historic district.

(c) ~~Authorizing certificates of appropriateness.~~ The Commission may authorize certificates of appropriateness. Such authorization shall be in accordance with ~~Article IV~~Sec. 34-81 of this chapter.

(d) ~~Additional duties.~~ The Commission:

- (1) ~~_____~~ Shall work for the continuing education of the public about the historic heritage of the City of Lake Geneva and the ~~historic structures, landmarks, landmark~~ sites, and historic districts designated under the provisions of this chapter.
- (2) ~~_____~~ Shall function as a resource, providing information and suggestions concerning ways in which modifications of landmarks, landmark sites, and historic ~~structures~~ districts can be made in keeping with the provisions of this chapter.
- (3) ~~_____~~ May make use of the state historical preservation guidelines to facilitate ~~_____~~ the review of proposals received in accordance with the provisions of this ~~_____~~ chapter.
- (4) ~~_____~~ May prepare or cause to be prepared a historic preservation master plan in accordance with the provisions of this chapter.
- (5) ~~_____~~ Shall develop a historic district plan for each designated historic district in accordance with provisions of ~~Article IV~~ Sec. 34-62 of this chapter.
- ~~_____~~ (6) ~~_____~~ Shall provide assistance to residents in their efforts to obtain for their property local, state or federal historic designation ~~on local, state and national lists of historic structures, for their property.~~
- (7) ~~_____~~ Shall maintain a ~~listing of historic structures, list of individual landmarks, landmark~~ sites, and historic districts, ~~and designated under the provision of this ordinance and shall make copies of the list publicly available to the City Council, state and federal review agencies, and the public.~~
- (8) ~~_____~~ May prepare, or cause to be prepared at the city's expense, appropriate markers or signs to be placed upon or near landmarks, landmark site, and in prominent locations in historic ~~structures, sites, and~~ districts.
- (9) ~~_____~~ Shall cooperate with the state historic preservation ~~officer~~ office and the state historic preservation review board in attempting to include properties that have been accepted as historic structures under this chapter as local landmarks, landmark sites, and historic sites, structures or districts in the ~~state register~~ State Register of ~~historic places~~ Historic Places and the National Register of Historic Places.
- (10) ~~_____~~ May solicit and receive revenue for the purpose of historic ~~_____~~ preservation ~~in the City. Such revenue shall be placed in a special City fund for such purpose.~~
- ~~_____~~ (11) ~~_____~~ Shall research, maintain and distribute to the public information ~~_____~~ concerning tax and other financial incentives available for historic ~~_____~~ preservation.
- ~~_____~~ (12) ~~_____~~ The Commission shall encourage financial institutions to offer

_____ favorable loans for rehabilitation or restoration of historic properties. The
_____ Commission shall advise and assist property owners in obtaining
_____ information on special financing programs.

Sec. 34-35. through Sec. 34-60. (Reserved)

Article III

DISTRICTS, STRUCTURES AND SITES. LANDMARK, LANDMARK SITE, OR HISTORIC DISTRICT DESIGNATION.

Sec. 34-61. Designation and nomination criteria for district designations and property nominations.
[Ord. No. 96-2, § V, 1-22-1996]

For the purpose of this chapter, landmark, landmark site, or historic district designation may be placed on any site, natural or improved, including any building, improvement or structure located thereon, or any area of particular historic, architectural or cultural significance to the City of Lake Geneva.

Properties or groupings of properties in Lake Geneva are historically significant and eligible for landmark designation if they meet any of the following criteria:

- (1) Reflects the cultural, political, economic or social history of the community, state or nation;
- (2) Is associated with the productive life of historic personages or important events in national, state or local history;
- (3) Embodies the distinguishing characteristics of an architectural type or specimen inherently valuable for a study of a period's style, method of construction, or of indigenous materials or craftsmanship;
- (4) Is representative of the notable work of a master builder, designer or architect who influenced his age; or
- (5) Has yielded, or may be likely to yield, information important to prehistory or history.

Sec. 34-62. Development of historic district plan.
[Ord. No. 96-2, § VIII, 1-22-1996]

(a) Plan analyses and objectives. Each historic district plan approved by the Historic Preservation Commission shall include a cultural and architectural analysis supporting the historic significance of the area, the specific guidelines for development and a statement of preservation objectives.

(b) Design criteria. Design criteria to be considered in the development of historic district plans are as follows:

- (1) The gross volume and height of any new structure shall be visually compatible with the buildings and environment with which it is visually related.
- (2) In the street elevation of a building, the proportion between the building and environment with which it is visually related shall be considered.
- (3) The proportions and relationships between doors and windows in the street facade should be compatible with the buildings and environment with which it is visually related.
- (4) The rhythm of solids to voids, created by openings in facade, should be compatible with buildings and environment with which it is visually related.
- (5) The existing rhythm created by existing building masses and spaces between them should be preserved.
- (6) The materials, texture, colors and patterns used in the final facade should be compatible with the buildings and environment with which it is visually related.
- (7) The design of the roof should be visually compatible with the buildings and environment with which it is visually related.
- (8) The landscape plan should be sensitive to the individual building, its occupants and their needs and be compatible with the buildings and environment with which it is visually related.
- (9) The street facade should blend with other buildings via directional expression. When adjacent buildings have a horizontal or vertical expression, this expression should be carried over and reflected.
- (10) Architectural elements should be incorporated as necessary to relate the new with the old and to preserve and enhance the inherent characteristics of the area.

Sec. 34-63. Procedures for historic district designations.
[Ord. No. -96-2, § V, 1-22-1996]

The Commission may, after notice published as a Class I notice and public hearing, as well as due notice to the parties in interest and adjacent property owners, recommend historic districts, or rescind such designation or

recommendation, after application of the criteria a

~~{Ord. No. 96-2, § V, 1-22-1996}~~

Procedures for the designation of historic districts are as follows:

~~(1) —~~

~~(1) Submission of recommended area to Planning Commission. The Commission may upon its own initiative submit to the Planning Commission for public hearing and recommendation to the City Council, areas to be designated as historical districts.~~

~~(2) —~~

~~(2) Public hearing; recommendations to City Council. The Planning Commission, upon receipt of the proposed designation of historical districts, shall hold a public hearing on the proposed district and pursuant to the criteria in Section 34-63, and shall make their recommendations to the City Council within 60 days.~~

~~(3) —~~

~~(3) Notice of hearing. Notice of such hearing shall be published as a Class 1 notice under W.S.A. § 985.06(2) pursuant to W.S.A. § 62.11(4). In cases of designation of historic districts, notice of the time, place and purpose of the public hearing shall be sent by the Commission to the Alderpersons of the Aldermanic District or Districts in which the historic district is located.~~

~~(4) —~~

~~(4) Notification of owners of record. In the matter of the designation of historic district, the City Council, upon review of the recommendation from the Planning Commission, shall notify the owners of record, who are owners of property, in whole or in part, situated within 100 feet of the boundaries of the property affected or within the boundaries of the proposed historic district. For the purpose of this chapter owners of record are those listed in the office of the City Assessor.~~

~~(5) Effect on properties. Properties within a historic district are not affected by any requirements of this chapter unless such properties are nominated and accepted as historical sites or structures by the owners as established in Section~~

~~34-62.~~

~~Sec. 34-6264. Procedures for historielocally designated landmark structure or landmark site nomination. nominations.~~

~~[Ord. No. 96-2, § V B., 1-22-1996; Ord. No. 07-02, § 1, 2-12-2007]~~

~~Nomination procedures for historic structures or sites shall be as follows:~~

~~(~~

~~1) —. Nominations made to property owners; acceptance or rejection. Historic structure or site nominations shall be made directly to the property owner by certified mail with notification by the Commission. Commission nominations for local city-owned landmarks shall be referred to the Planning Commission for public hearing and recommendation to the City Council of Lake Geneva.~~

~~2. Acceptance of nomination; plaque. — No action will be taken until such time as When the nomination is either accepted or rejected. of a landmark or landmark site has been accepted, the Commission, in cooperation with the property owner, may cause to be prepared and erected on such property, a suitable plaque provided by the City of Lake Geneva.~~

~~(2) — (Reserved)~~

(
3) ~~Application by owner. Property owners~~Lake Geneva residents who feel ~~that their~~a property may ~~meet the criteria to~~ qualify as ~~historical structures or sites~~a landmark structure or landmark site under this chapter may apply to the Commission in writing for nominations as a ~~historical~~landmark structure or ~~landmark~~ site. Acceptance by the Commission of any such application will be made by the Commission pursuant to its rules and the criteria established and set forth in ~~Section~~Sec. 34-63~~61~~.

(4) ~~Commission nominations. Commission nominations shall be referred to the Planning Commission for public hearing and recommendation to the City Council.~~

(5) ~~Acceptance of nomination; plaque. When the nomination of a historic structure or site has been accepted, the Commission, in cooperation with the property owner, may cause to be prepared and erected on such property, a suitable plaque provided by the City.~~

Sec. 34-63 Designation and nomination criteria for district designations and property nominations.
~~{Ord. No. 96-2, § V C., 1-22-1996}~~

~~Historic district designation and property nominations may be recommended using the following criteria:~~

- ~~(1) Reflects the cultural, political, economic or social history of the community, state or nation;~~
- ~~(2) Is identified with historic personages or important events in national, state or local history;~~
- ~~(3) Embodies the distinguishing characteristics of an architectural type or specimen inherently valuable for a study of a period's style, method of construction, or of indigenous materials or craftsmanship;~~
- ~~(4) Is representative of the notable work of a master builder, designer or architect who influenced his age; or~~
- ~~(5) Has yielded, or may be likely to yield information important to prehistory or history.~~

~~Sec. 34-64 Rescission procedures.~~
~~{Ord. No. 96-2, § V D., 1-22-1996}~~

~~Rescission procedures are as follows:~~

- ~~(1) The Commission may recommend that any designation of a historic district or accepted nomination of a historic site or structure should be rescinded.~~
- ~~(2) Criteria to be considered for rescission may include, but are not limited to, an application that demonstrates that the owner wishes to sell but is unable to find a buyer willing to preserve such historic structure or site.~~
- ~~(3) Rescission recommendations are to be made to the Planning Commission and the City Council pursuant to Section 34-61(2), (3), (4).~~

~~Sec. 34-65 Development of historic district plan.~~
~~{Ord. No. 96-2, § VIII, 1-22-1996}~~

(a) ~~Plan analyses and objectives. Each historic district plan approved by the Historic Preservation Commission shall include a cultural and architectural analysis supporting the historic significance of the area, the specific guidelines for development and a statement of preservation objectives.~~

~~(b) Design criteria. Design criteria to be considered in the development of historic district plans are as follows:~~

~~(1) The gross volume and height of any new structure shall be visually compatible with the buildings and environment with which it is visually related.~~

~~(2) In the street elevation of a building, the proportion between the building and environment with which it is visually related shall be considered.~~

~~(3) The proportions and relationships between doors and windows in the street facade should be compatible with the buildings and environment with which it is visually related.~~

~~(4) The rhythm of solids to voids, created by openings in facade, should be compatible with buildings and environment with which it is visually related.~~

~~(5) The existing rhythm created by existing building masses and spaces between them should be preserved.~~

~~(6) The materials, texture, colors and patterns used in the final facade should be compatible with the buildings and environment with which it is visually related.~~

~~(7) The design of the roof should be visually compatible with the buildings and environment with which it is visually related.~~

~~(8) The landscape plan should be sensitive to the individual building, its occupants and their needs and be compatible with the buildings and environment with which it is visually related.~~

~~(9) The street facade should blend with other buildings via directional expression. When adjacent buildings have a horizontal or vertical expression, this expression should be carried over and reflected.~~

~~(10) Architectural elements should be incorporated as necessary to relate the new with the old and to preserve and enhance the inherent characteristics of the area.~~

~~Sec. 34-66 through Sec. 34-90~~80. (Reserved)

Article

IV

CERTIFICATES OF APPROPRIATENESS

Sec. 34-~~94~~81. Procedures.

[Ord. No. 96-2, §_VII A., 1-22-1996; Ord. No. 07-02, §_1, 2-12-2007]

Any application for a permit from the Building Inspector involving the exterior of a designated landmark or a designated structure within an historic district shall be filed with the Historic Preservation Commission.

An owner, lessee, or person in charge of a designated landmark who applies for a permit to alter, ~~construct~~ or demolish a ~~nominated and accepted historic structure, site, or national or state historic registry structure~~designated landmark or a property in a historic district must first receive a certificate of appropriateness from the Commission prior to being issued a building permit by the City of Lake Geneva Building Inspector, pursuant to the following procedures:

~~(1)~~ —

(1) Application. Applications for certificate of appropriateness shall be submitted to the Commission ~~in combination with requested standard review information and material~~ with supporting materials such as drawings, plans, ~~renderings~~, elevations, or descriptions of proposed work ~~that is necessary for Commission review and recommendation to adequately review the proposed alterations against the standards in Sec. 34-62.~~

~~(2)~~ —

(2) Deadline for submission. Application and ~~review information deadline. The application and requested review information~~ supporting materials must be submitted no less than 10 days prior to the ~~Commission's~~ Commission's regularly scheduled monthly meeting.

~~(3)~~ —

(3) Review of application. Review of the application for certificate of appropriateness will be held at the ~~Commission's~~ Commission's monthly meeting.

~~(4)~~ — ~~Grant; issuance.~~

(4) Issuance of Certificate. If after review, the Commission grants a certificate of appropriateness to the applicant, a written certificate shall be issued and mailed to the applicant within three ~~(3)~~ business days.

~~(5)~~ —

(5) Certificate does not to relieve applicant from other permit and approval requirements.

Issuance of a certificate of appropriateness shall not relieve the applicant from obtaining other permits and approvals required by the City. A building permit or other municipal permits shall be invalid if it is obtained without the presentation of the certificate required for the proposed work.

~~(6)~~ —

(6) Denial; written notice; alternatives for applicant. If after review, the Commission denies the certificate of appropriateness, a written notice of denial and reasons for denial shall be mailed to the applicant within three business days. The Commission ~~may~~ shall assist the applicant by recommending acceptable alternatives that would qualify for a certificate of appropriateness.

~~(7)~~ —

(7) Ordinary maintenance and repairs. Ordinary maintenance and repairs may be undertaken without a certificate of appropriateness, provided that the work involves repairs to existing features of a ~~historic~~ landmark structure or a site or the replacement of elements of a structure with pieces identical in appearance and provided that the work does not change the exterior appearance of the structure or site and does not require the issuance of a building permit.

~~(8)~~ — ~~Appeals~~

(8) Appeal. Any decision of ~~denials. Upon denial of the~~ Commission may be appealed to the City Council through the following procedures:

(a) If 30 days after the Commission denies a certificate of appropriateness, no satisfactory resolution has been reached between the Commission and the applicant, the applicant may, within an additional 30 days thereafter, appeal to the City Council of Lake Geneva from the Commission's decision by written request, specifying the grounds for the appeal.

~~(b)~~ After a public hearing the City Council of Lake Geneva may reverse or modify the decision of the Commission if, after balancing the interests of the public and the preservation of the subject property ~~owners may choose to appeal the denial of such and interest of the owner, the City Council finds~~ that owing to unique conditions pertaining to the specific piece of property, failure to grant the certificate of appropriateness ~~through the procedures set forth in Section will~~ cause serious hardship to the owner. Any such decision will be by majority of Council members present.
~~34-93.~~

Sec. 34-~~92~~82. Criteria and standards for approval.

[Ord. No. 96-2, § VII B., 1-22-1996]

~~(a)~~ —

(a) Upon filing of any application for a certificate of appropriateness with the Commission, the Commission shall approve the application if the following criteria are met:

~~(1)~~ (1) — For ~~nominated and accepted historic structures or sites~~ designated landmarks, the proposed changes would not destroy or adversely affect any exterior feature of the structure or site, visible to a street.

~~(2)~~ —

(2) For the construction of a new improvement upon a historic landmark site or within a historic district, the exterior of such improvement, visible from a street, would harmonize with the external appearances of neighboring improvements.

~~(3)~~ —

(3) The historic building or structure is not of such architectural or historical significance that its demolition would be detrimental to the public interest and/or contrary to the general welfare of the people of the City of Lake Geneva and the state.

~~(4)~~ —

(4) For the demolition of a deteriorated building or structure, any economic hardship or difficulty claimed by the owner ~~would~~was not ~~be~~ self-created or ~~be~~ the result of any failure to maintain the property in good repair.

~~(b)~~ —

(b) In addition to the criteria of Subsection (a) of this section, the Commission may consider and give decisive weight to any of the following standards:

~~(1)~~ —

(1) The use of the property shall require minimal change in the defining characteristics of the building and its site and environment.

~~(2)~~ —

(2) The historic character of a property shall be retained and preserved. The removal of historic materials or alterations of features and spaces that characterize a property shall be avoided.

~~(3)~~ —

(3) Each property shall be recognized as a physical record of its time, place and use. Changes that create a false sense of historic development, such as adding conjectural features or

architectural elements from other buildings, shall be avoided.

~~(4)~~ —

(4) Properties change over time. Those changes which have acquired historic significance in their own right shall be retained and preserved.

~~(5)~~ —

(5) Distinctive features, finishes and construction techniques or example of craftsmanship that characterize a property shall be preserved.

~~(6)~~ —

(6) Deteriorated historic features shall be repaired rather than replaced whenever practicable. Where the severity of deterioration requires replacement of distinctive features, the new feature shall match the old design, color, texture and other visual qualities and where possible, materials. Replacement of missing features shall be substantiated by documentary, physical or pictorial evidence.

~~(7)~~ —

(7) Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

~~(8)~~ —

(8) Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

~~(9)~~ —

(9) Additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale and architectural features to protect the historic integrity of the property and its environment. However, for restoration, reconstruction or exterior alteration of structures of unusual or uncommon design and of materials and/or textures that cannot be reproduced without great difficulty and/or expense, appropriate alternative design, materials and/or texture may be authorized.

~~(10)~~ —

(10) New additions and adjacent or related new construction shall be undertaken in such manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Sec. 34-93 Appeals. 83. through Sec. 34-90. (Reserved)

Article V. MAINTENANCE AND RESCISSION

Sec. 34-91. Maintenance.

[Ord. No.-96-2, § ~~VII-C~~ VI, 1-22-1996]

(a) The owner of a landmark structure or site shall keep in good repair all of the exterior portions of such, and all interior portions which, if not so maintained, may cause or tend to cause the exterior portions of such to fall into a state of disrepair as follows:

(2) The deterioration of exterior walls or other vertical supports.

(2) The deterioration of roofs or other horizontal members.

- (3) The deterioration of external chimneys.
- (4) The deterioration or crumbling of exterior plaster or mortar.
- (5) The ineffective waterproofing of exterior walls, roof and foundation, including broken windows or doors.
- (6) The peeling of paint, rotting holes and other forms of decay.
- (7) The deterioration of surrounding environment, e.g., fences, gates, sidewalks, steps, signs, accessory structures and landscaping.
- (8) The deterioration of any feature so as to create or permit the creation of any hazardous or unsafe conditions.
- (9) All interior portions which may cause the exterior to deteriorate or become damaged or to otherwise fall into a state of disrepair.

(b) The purpose of this section is to encourage the prevention of deterioration or damage by vandalism or natural causes that may require subsequent demolition or reduced marketability of a building or a structure that is designated a historical structure or site.

Sec. 34-92. Conditions dangerous to life, health or property.

[Ord. No. 96-2, § VIII A., 1-22-1996]

Nothing contained in this chapter shall prohibit the making of necessary repairs, alteration or demolition of any historic structures, any improvement on a historic site or in a historic district pursuant to order of any government agency or pursuant to any court judgment for the purpose of remedying emergency conditions determined to be dangerous to life, health or property. In such cases, approval from the Commission shall not be necessary.

Sec. 34-93. Rescission procedures.

[Ord. No. 96-2, § V D., 1-22-1996]

Rescission procedures are as follows:

- (1) The Commission may recommend that any designation of a historic district or accepted nomination of a historic site or structure should be rescinded.

Criteria to be considered for rescission may include, but are not limited to, an application that demonstrates that the owner wishes to sell but is unable to find a buyer willing to preserve such historic structure or site.~~(a) If 30 days after the Commission denies a certificate of appropriateness, no satisfactory resolution has been reached between the Commission and the applicant, the applicant may, within 30 days thereafter, appeal to the City Council from the Commission's decision by written request, specifying the grounds for the appeal.~~

- ~~(b) After a public hearing the City Council may reverse or modify the decision of the Commission if after balancing the interests of the public and the preservation of the subject property and interest of the owner, the City Council finds that owing to unique conditions pertaining to the specific piece of property, failure to grant the certificate of appropriateness will cause serious hardship to the owner. Any such decision will be by majority of Council members present.~~

(2) _____

(3) Rescission recommendations are to be made to the Planning Commission and the City Council and utilize the procedures set forth under Sec. 34-81.

1. This ordinance shall take effect upon passage by a majority vote of the members-elect of the Common Council and publication/posting as required by law.

Approved by the City of Lake Geneva Common Council on this 11th day of September, 2023.

Council Action: ☐ Adopted ☐ Failed Vote _____

Mayoral Action: ☐ Accept ☐ Veto

Charlene Klein, Mayor Date

Attest:

Lana Kropf, City Clerk Date

Memo to City of Lake Geneva

To: Tom Earle – Director of Public Works **Date:** July 17, 2023

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

CC: Nan Grenebor, Public Works

Subject: Task Order 29 -2023 Sidewalk Program

BACKGROUND AND REQUEST:

The Public Works Committee requested Kapur provide a task order for design, construction, and assessment of new sidewalk along Edwards Blvd and Lake Geneva Boulevard as shown in the attached exhibits. The proposed limits were selected to close existing sidewalk gaps and provide pedestrian accommodations where none currently exist. It was previously discussed that the installation of these sidewalk would be assessed to the property owner per the City sidewalk assessment program. Please recall the following:

1. New and replaced sidewalks have been previously assessed to the property owner at 100% of the cost to install the sidewalk (minus ADA ramps, landing pads at ramps, and warning fields).
2. Per previous programs items included in the assessment included common excavation, removal of existing sidewalk, concrete sidewalk 4-inch, base aggregate, sawing concrete, seed, water, and restoration of disturbed areas. Preliminary estimates of the assessed costs only are:
 - a. Lake Geneva Boulevard \$29,500
 - b. Edwards Boulevard \$75,700



TASK ORDER NUMBER #25 CIVIL ENGINEERING SERVICES

This task order is made as of June 13th, 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 (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 **2023 Lake Geneva Sidewalk Program**. The City is proposing installation of 1505-ft of new 5-ft wide sidewalk to fill existing sidewalk gaps.

This project includes designing and construction management for new sidewalk in the following locations of:

Streets:	S. Edwards Blvd.	1160-ft from end of existing sidewalk at Park Drive to Townline Road
	Lake Geneva Blvd	345-ft from end of existing sidewalk at 896 S Wells to Wells Street

In addition, the proposed task includes the following:

- Survey and design for accessible sidewalk and ramps throughout the various project limits to meet Federal Requirements for handicap accessibility.
- Utility coordination with private utility companies for any conflicts within the corridor.
- Sidewalk Assessment Report based off of public letting results.

Section A. – Scope of Services

Engineer shall perform the following Services:

Sidewalk Program Construction Plans

1. Provide topographic survey and mapping, field reviews and plan preparation for the installation of new sidewalk and accessible ramps within the project limits noted above. All ramps will be designed to meet Federal Accessible standards and conform with the City adopted PROWAG standards to the maximum extent practicable. Specific engineering details for accessible ramp replacements will be provided.
2. Provide a map exhibit to sidewalks to be installed, as listed above.





3. Provide utility coordination of all private utilities for all streets including utility location for survey of sidewalk improvements requiring grading or utility improvements / repairs.
4. Provide a summary table to present a breakdown of quantities by segment as information to bidder. Information may include but not limited to the length, width, square yardage of 4-inch and 6-inch concrete sidewalk, utility pole relocations and tree removals.
5. Provide construction cost estimates for all improvements.
6. Provide construction details as needed to complete work.
7. 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.
8. Prepare for and attend the bid opening.
9. Review project bids make recommendation for award, and coordinate notice of award, agreement, and notice to proceed documentation.
10. Attend meetings as required and provide update memos to the Department of Public Works.
11. Report for sidewalk property assessments included in 2023 Sidewalk Program.

Construction Management Activities

12. Provide administrative services to manage client coordination / invoicing, project schedules, contract change order documentation, establish project logs, formatting monthly contract quantity estimating and contractor invoicing and contract closeout documentation for base bid projects.
13. 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.
14. Coordinate and complete necessary material testing services for work completed.
15. 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 **(This task is completed on a monthly basis and is completed for all work approved for the prior month).**

16. The Engineer will be responsible for notifying, scheduling, conducting, documenting, and distributing minutes of the preconstruction conference.
17. Prepare and provide project update memorandum and provide copies of the daily journal entries to City staff upon request.
18. Attend meetings and coordinate with adjacent property owners and business as needed.
19. It is anticipated the construction work under the 2023 City of Lake Geneva – Sidewalk Program will begin and be completed in Fall 2023. This schedule has been provided for estimating purposes only. Engineer and construction services are estimated on the engineering and survey staff being on site as needed and completing project paperwork for a construction period of up to 8 weeks.

Section B. – Compensation

In return for the performance of the foregoing obligations, Owner shall pay to Engineer an amount not-to-exceed thirty-five thousand, one hundred and two dollars (\$35,102) payable according to the following terms:

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 Rauch

Signature: _____

Signature: 

Title: _____

Title: Project Engineer/Associate

Date: _____

Date: 7-13-2023

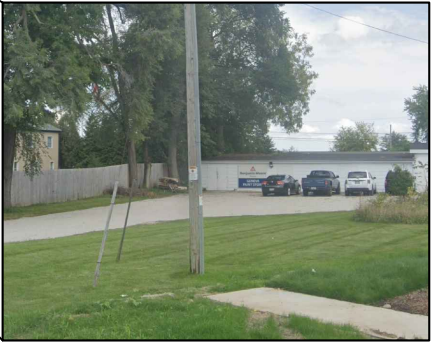
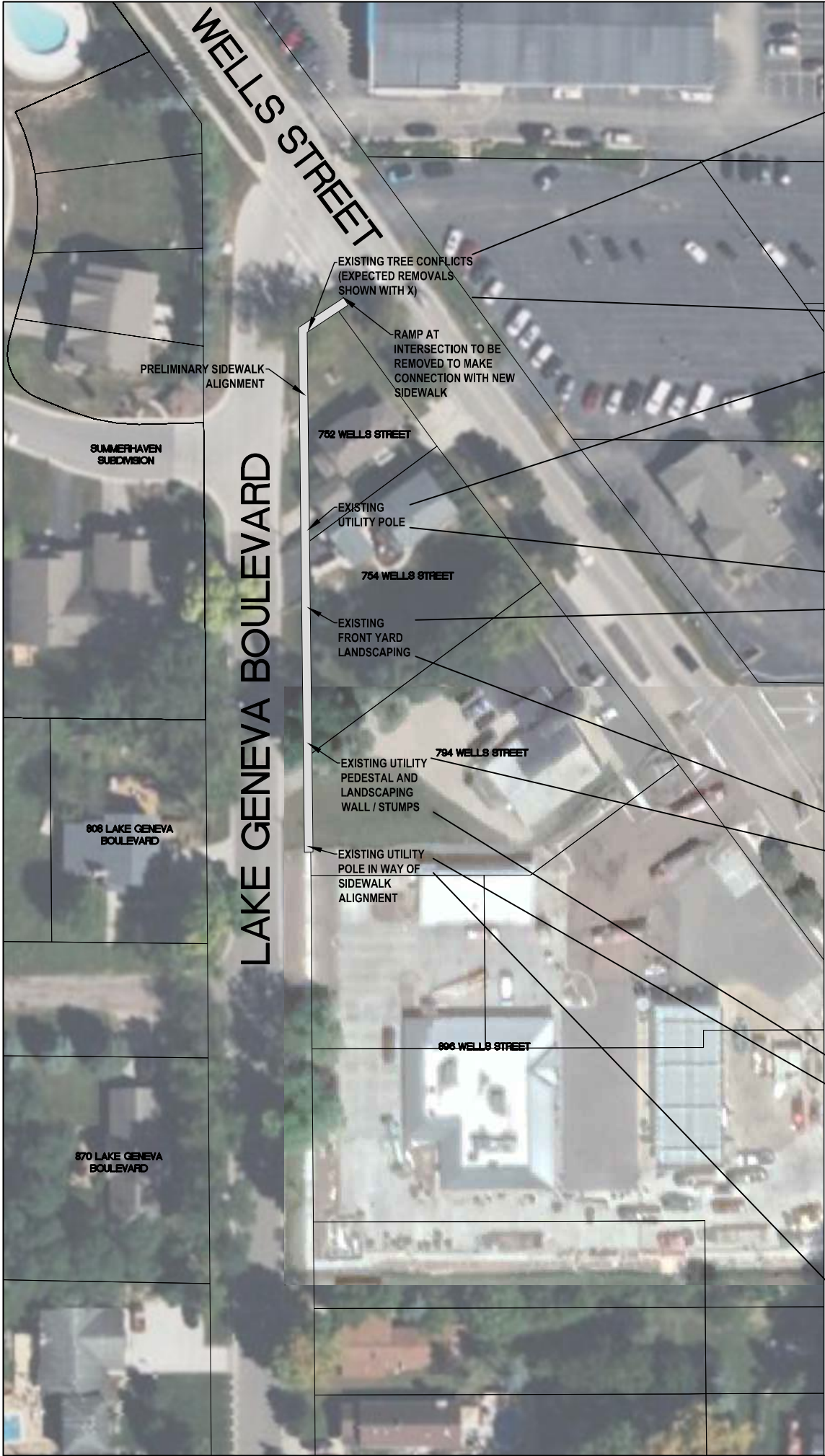
Kapur Associates, Inc.

Summary of Staff Hours and Labor Costs for the City of Lake Geneva

TASK ORDER 29																			
City of Lake Geneva 2023 Sidewalk Program - Attachment A																			
CLASSIFICATION		Project Manager		Project Engineer II		Staff Engineer II		Technician III		Construction Project Engineer		Construction Staff Engineer II		Project Surveyor		Survey Crew		Total Labor	
Average Hourly Wage		\$171.00		\$126.00		\$111.00		\$106.00		\$115.00		\$111.00		\$127.00		\$115.00			
TASK DESCRIPTION	ACT. Code	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
2023 Sidewalk Program Design																			
Design/Plan Preparation				4	\$504.00	30	\$3,330.00	16	\$1,696.00									50	\$5,530.00
Quantities and Details				4	\$504.00	8	\$888.00											12	\$1,392.00
Survey and Mapping								12	\$1,272.00							16	\$1,840.00	28	\$3,112.00
																		Subtotal	\$10,034.00
Project Manual/Administration																			
Project Administration				16	\$2,016.00													16	\$2,016.00
Advertisement/Project Manual				16	\$2,016.00	24	\$2,664.00											40	\$4,680.00
Attend Bid Opening				1	\$126.00													1	\$126.00
Post Bid Opening Administration				4	\$504.00	4	\$444.00											8	\$948.00
Meetings as Required				4	\$504.00	4	\$444.00											8	\$948.00
Special Assessment Report for sidewalks and final quantities				4	\$504.00	8	\$888.00											12	\$1,392.00
																		Subtotal	\$10,110.00
Construction Administration																			
Construction Administration										40	\$4,440.00							40	\$4,440.00
Sidewalks, ADA Ramps Inspection										28	\$3,108.00	60	\$6,660.00					88	\$9,768.00
																		Subtotal	\$14,208.00
TOTALS				53	\$6,678.00	78	\$8,658.00	28	\$2,968.00	68	\$7,548.00	60	\$6,660.00			16	\$1,840.00	303	\$34,352.00
																Expenses:		\$750	
																Project Total:		\$35,102	

Summary of Expenses	Units	Cost	Total
Estimated Expenses / Mileage (LS)	1	\$750.00	\$750.00
Totals			\$750.00

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GENERAL NOTES:

1. LAYOUT IS PRELIMINARY, AND MAY BE ADJUSTED
2. PROPOSED 345 LF OF 5-FT WIDE SIDEWALK
3. POSSIBLE SIDEWALK JOGS NECESSARY TO RECONNECT TO EXISTING AND AVOID OBSTRUCTIONS OUT OF ROW
4. TRAFFIC IMPACTS TO OCCUR AT INTERSECTION OF LAKE GENEVA BLVD & WELLS ST FOR RAMP INSTALLATION
5. UTILITY RELOCATION AND TREE REMOVAL TO BE NECESSARY



1224 S. Pine Street
Burlington, Wisconsin
53105

kapurinc.com

PROJECT:

2023 LAKE GENEVA
SIDEWALK
PROGRAM

LOCATION:

CITY OF LAKE
GENEVA,
WALWORTH
COUNTY, WI

CLIENT:



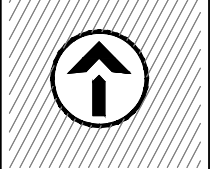
RELEASE:

SIDEWALK EXHIBIT

REVISIONS:

#	DATE	DESCRIPTION

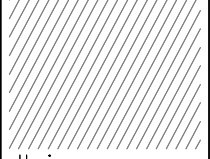
NORTH ARROW:



SCALE:



SEAL:



all in

SHEET:

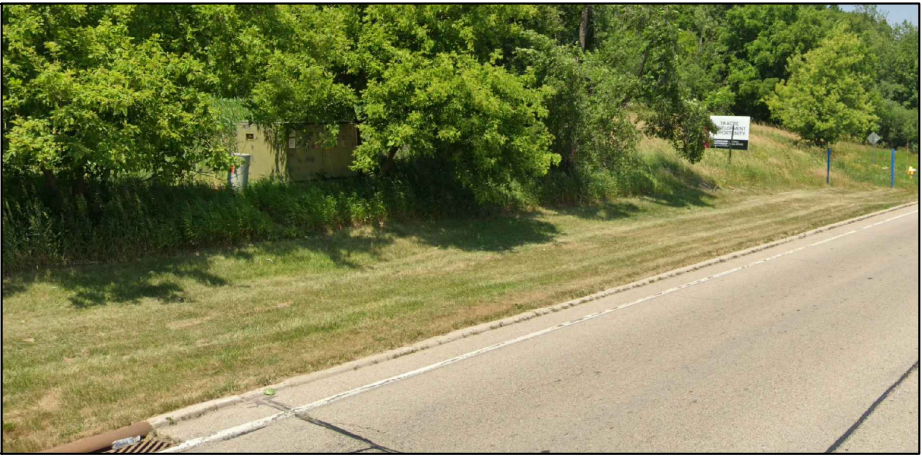
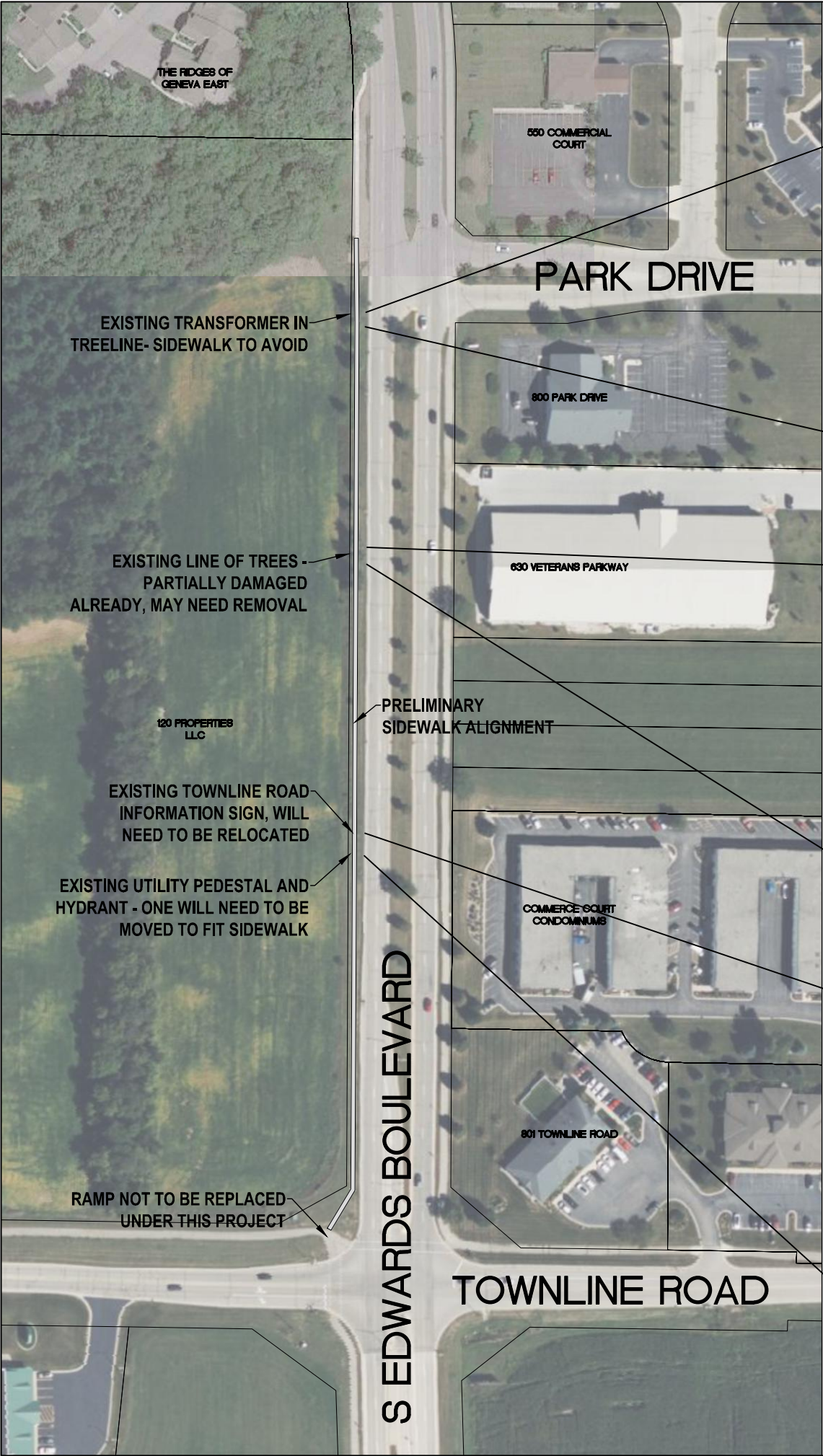
LAKE GENEVA
BOULEVARD NEW
SIDEWALK EXHIBIT

PROJECT MANAGER: NR
PROJECT NUMBER: 23.XXXX
DATE: 7-6-2023

SHEET NUMBER:

EX 1

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- GENERAL NOTES:**
1. LAYOUT IS PRELIMINARY, AND MAY BE ADJUSTED
 2. PROPOSED 1160 LF OF 5-FT WIDE SIDEWALK
 3. WORK TO BE STOPPED AT EXISTING TRAIL PATH TO AVOID INTERSECTION OF TOWNLINE AND EDWARDS (PLANNED DOT WORK IN 2027)
 4. SIDEWALK TO BE CENTERED BETWEEN BACK OF CURB AND PUBLIC RIGHT OF WAY TO AVOID OBSTRUCTIONS
 - 4.1. SIDEWALK JOGS MAY BE NECESSARY TO AVOID SIGNAGE, UTILITY PEDESTALS, ETC.
 5. LANE CLOSURES MAY BE NECESSARY TO STAGE WORK WITHIN TERRACE
 6. UTILITY RELOCATION AND TREE REMOVAL TO BE NECESSARY



1224 S. Pine Street
Burlington, Wisconsin
53105

kapurinc.com

PROJECT:

2023 LAKE GENEVA
SIDEWALK
PROGRAM

LOCATION:

CITY OF LAKE
GENEVA,
WALWORTH
COUNTY, WI

CLIENT:



RELEASE:

SIDEWALK EXHIBIT

REVISIONS:

#	DATE	DESCRIPTION

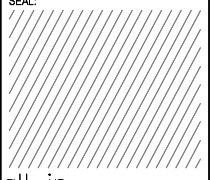
NORTH ARROW:



SCALE:



SEAL:



all in

SHEET:

EDWARDS
BOULEVARD NEW
SIDEWALK EXHIBIT

PROJECT MANAGER: NR

PROJECT NUMBER: 23.XXXX

DATE: 7-6-2023

SHEET NUMBER:

EX 2

2023 Lake Geneva Sidewalk Program

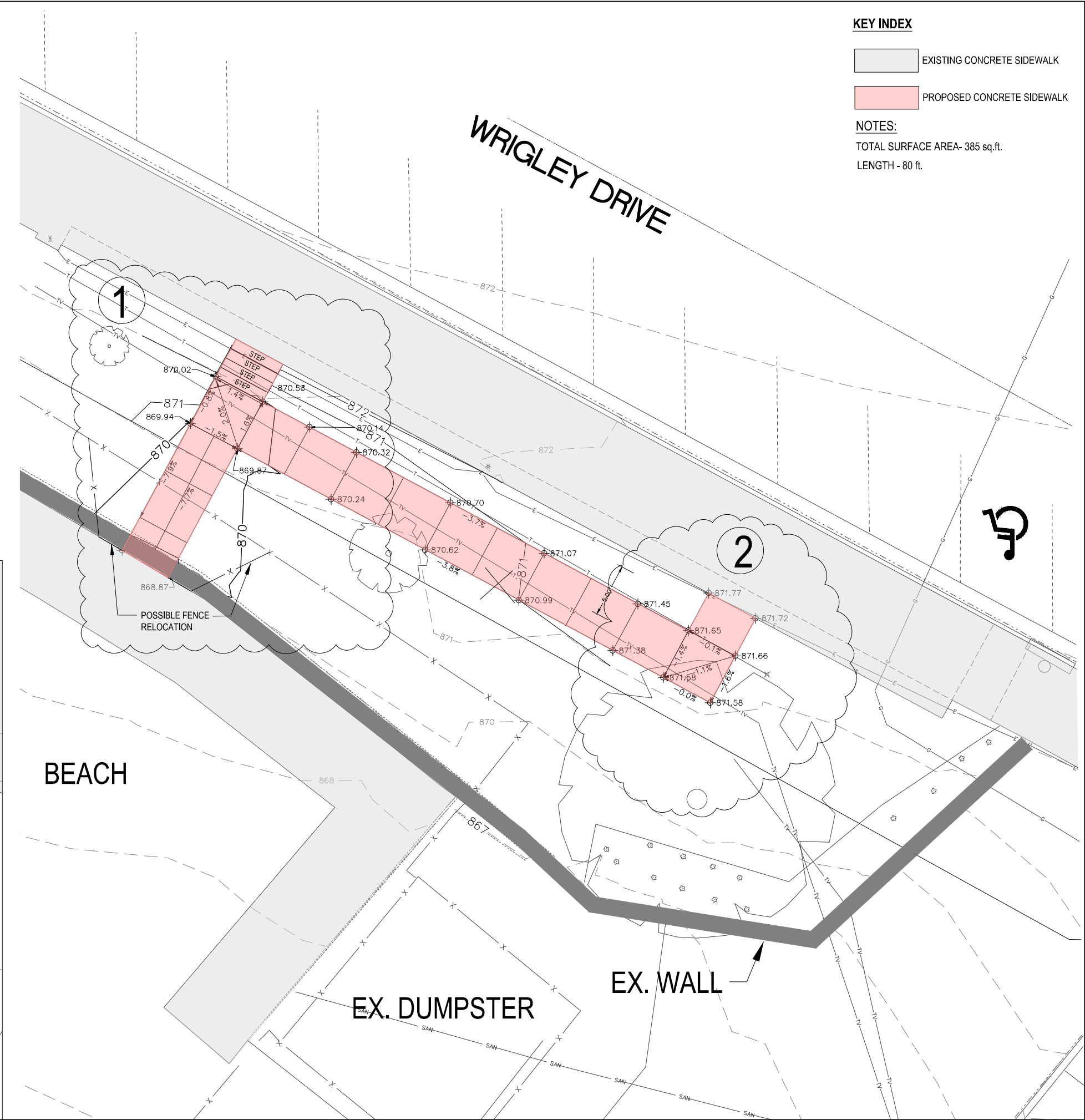
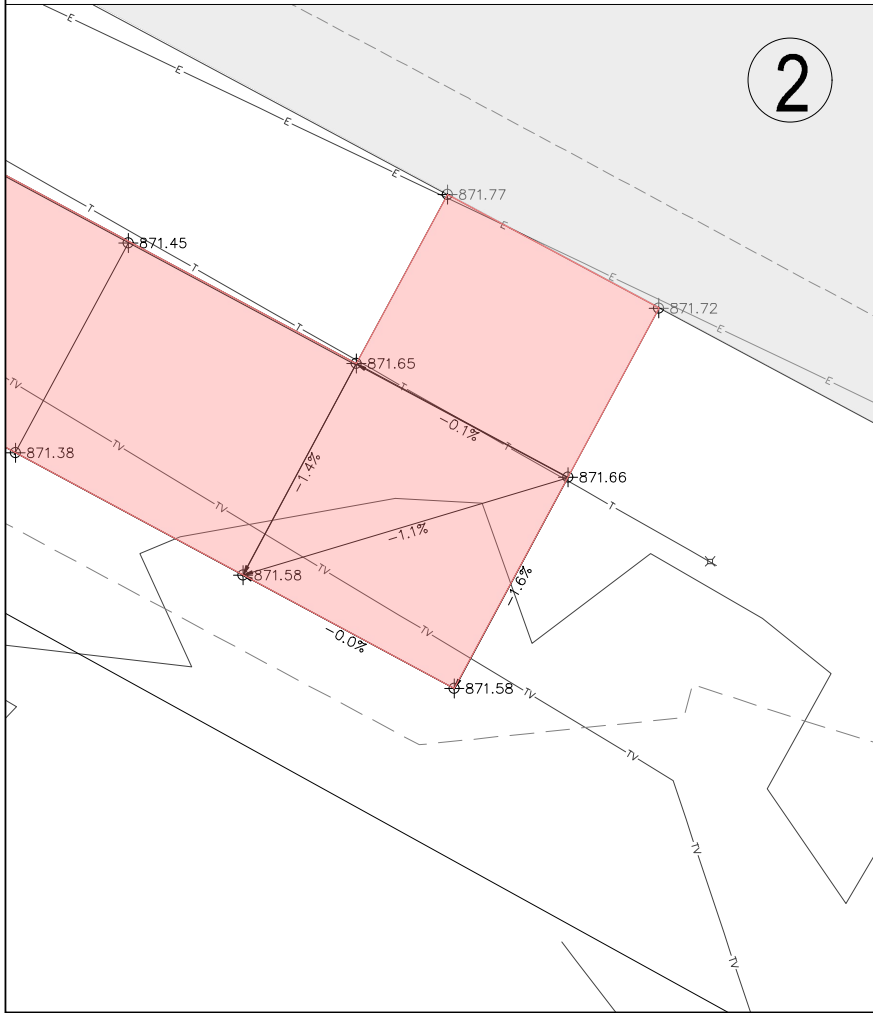
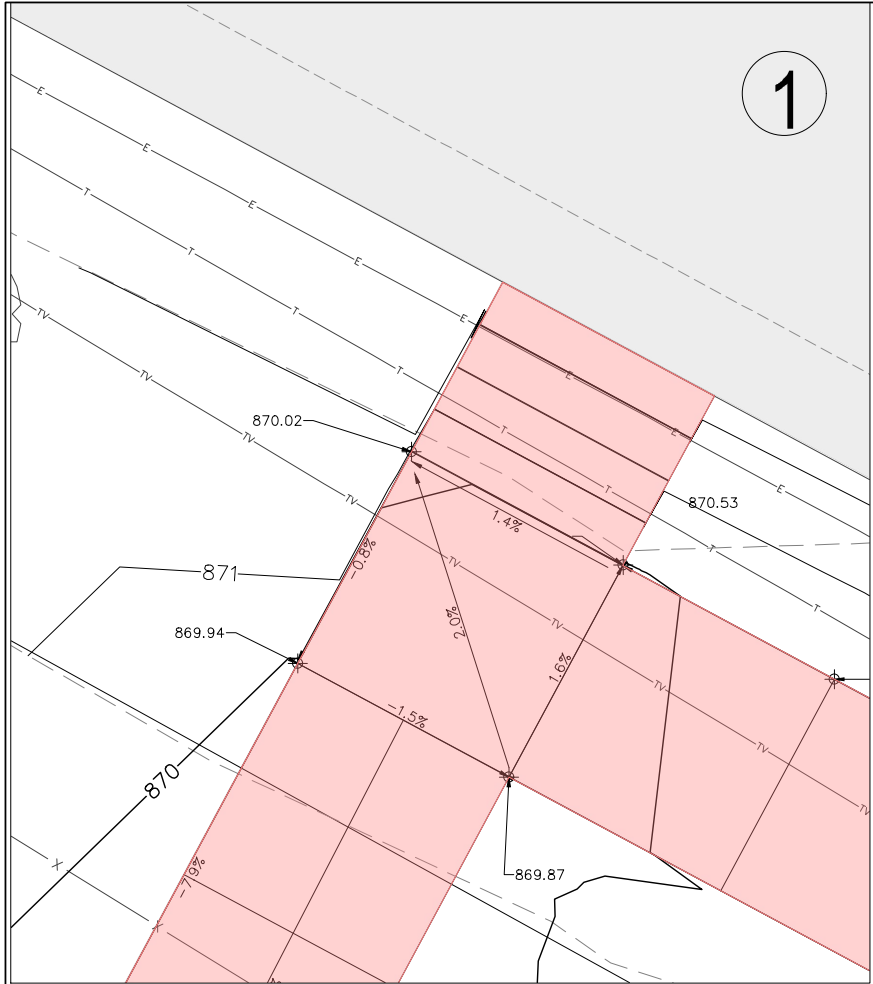
City of Lake Geneva, Walworth County, Wisconsin

Base Bid – Lake Geneva Boulevard					
Item No.	Item Description	Unit	Bid Qty.	Bid Unit \$	Bid Total \$
201.0120	Clearing	ID	32	\$ 100.00	\$ 3,200.00
201.0220	Grubbing	ID	32	\$ 50.00	\$ 1,600.00
204.0110	Removing Asphaltic Surface (Driveways)	SY	120	\$ 25.00	\$ 3,000.00
204.0150	Removing Curb & Gutter	LF	20	\$ 15.00	\$ 300.00
204.0155	Removing Concrete Sidewalk	SY	10	\$ 15.00	\$ 150.00
205.0100	Excavation Common	CY	90	\$ 35.00	\$ 3,150.00
305.0120	Base Aggregate Dense 1 1/4-Inch	TON	90	\$ 30.00	\$ 2,700.00
416.0160	Concrete Driveway 6-Inch	SY	120	\$ 70.00	\$ 8,400.00
460.5224	HMA Pavement Type 4 LT 58-28 S. Item also includes tack coat (455.0605).	TON	5	\$ 200.00	\$ 1,000.00
465.0120	Asphalt Surface Driveways	TON	5	\$ 200.00	\$ 1,000.00
601.0410	Concrete Curb & Gutter 24-Inch Type D	LF	20	\$ 45.00	\$ 900.00
602.0405	Concrete Sidewalk 4-Inch	SF	1225	\$ 12.50	\$ 15,312.50
602.0415	Concrete Sidewalk 6-Inch	SF	475	\$ 15.00	\$ 7,125.00
602.0505	Curb Ramp Detectable Warning Field Yellow	SF	10	\$ 50.00	\$ 500.00
628.7020	Inlet Protection Type D	EACH	2	\$ 150.00	\$ 300.00
630.0500	Seed Water	MGAL	15	\$ 50.00	\$ 750.00
690.0150	Sawing Asphalt	LF	95	\$ 2.50	\$ 237.50
690.0250	Sawing Concrete	LF	15	\$ 2.50	\$ 37.50
SPV.0060.01	Relocate Utility Pole	EACH	2	\$ 5,000.00	\$ 10,000.00
SPV.0060.02	Relocate Utility Pedestal	EACH	1	\$ 2,000.00	\$ 2,000.00
SPV.0105.01	Traffic Control	LS	1	\$ 1,000.00	\$ 1,000.00
SPV.0180.01	Restore Disturbed Areas - Includes Topsoil (625.0100), Fertilizer Type A (629.0205), Seeding Mix No. 40 (630.0140).	SY	335	\$ 6.50	\$ 2,177.50
BASE BID SUBTOTAL				\$	64,840.00

Base Bid – Edwards Boulevard					
Item No.	Item Description	Unit	Bid Qty.	Bid Unit \$	Bid Total \$
201.0120	Clearing	ID	18	\$ 100.00	\$ 1,800.00
201.0220	Grubbing	ID	18	\$ 50.00	\$ 900.00
205.0100	Excavation Common	CY	145	\$ 35.00	\$ 5,075.00
305.0120	Base Aggregate Dense 1 1/4-Inch	TON	145	\$ 30.00	\$ 4,350.00
602.0405	Concrete Sidewalk 4-Inch	SF	5760	\$ 10.00	\$ 57,600.00
628.7020	Inlet Protection Type D	EACH	5	\$ 150.00	\$ 750.00
630.0500	Seed Water	MGAL	15	\$ 50.00	\$ 750.00
638.2101	Moving Signs Type I	EACH	1	\$ 1,000.00	\$ 1,000.00
SPV.0060.01	Relocate Utility Pedestal	EACH	1	\$ 2,000.00	\$ 2,000.00
SPV.0105.01	Traffic Control	LS	1	\$ 2,000.00	\$ 2,000.00
SPV.0180.01	Restore Disturbed Areas - Includes Topsoil (625.0100), Fertilizer Type A (629.0205), Seeding Mix No. 40 (630.0140).	SY	1225	\$ 6.50	\$ 7,962.50
BASE BID SUBTOTAL				\$	84,187.50

BASE BID TOTAL		\$	149,027.50
20% CONSTRUCTION CONTINGENCY		\$	29,805.50
BASE BID SUBTOTAL		\$	178,833.00

FILENAME: D:\Widworth_Co\Lake Geneva_City\Gov\230152 2023 Lake Geneva General Engineering\PHSE 7 Riviera Parking\Design\Riviera_Parking_ADA.dwg



KEY INDEX

EXISTING CONCRETE SIDEWALK

PROPOSED CONCRETE SIDEWALK

NOTES:

TOTAL SURFACE AREA- 385 sq.ft.

LENGTH - 80 ft.



1224 S. Pine Street
Burlington, Wisconsin
53105

kapurinc.com

PROJECT:

RIVIERA
LAKEFRONT RAMP

LOCATION:

WRIGLEY DRIVE

CLIENT:



RELEASE:

PATHWAY EXHIBIT

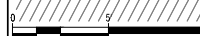
REVISIONS:

#	DATE	DESCRIPTION
#	#	#
#	#	#
#	#	#
#	#	#
#	#	#
#	#	#
#	#	#

NORTH ARROW:



SCALE:



IF NOT ONE INCH ADJUST SCALE
ACCORDINGLY

SEAL:

all in

SHEET:

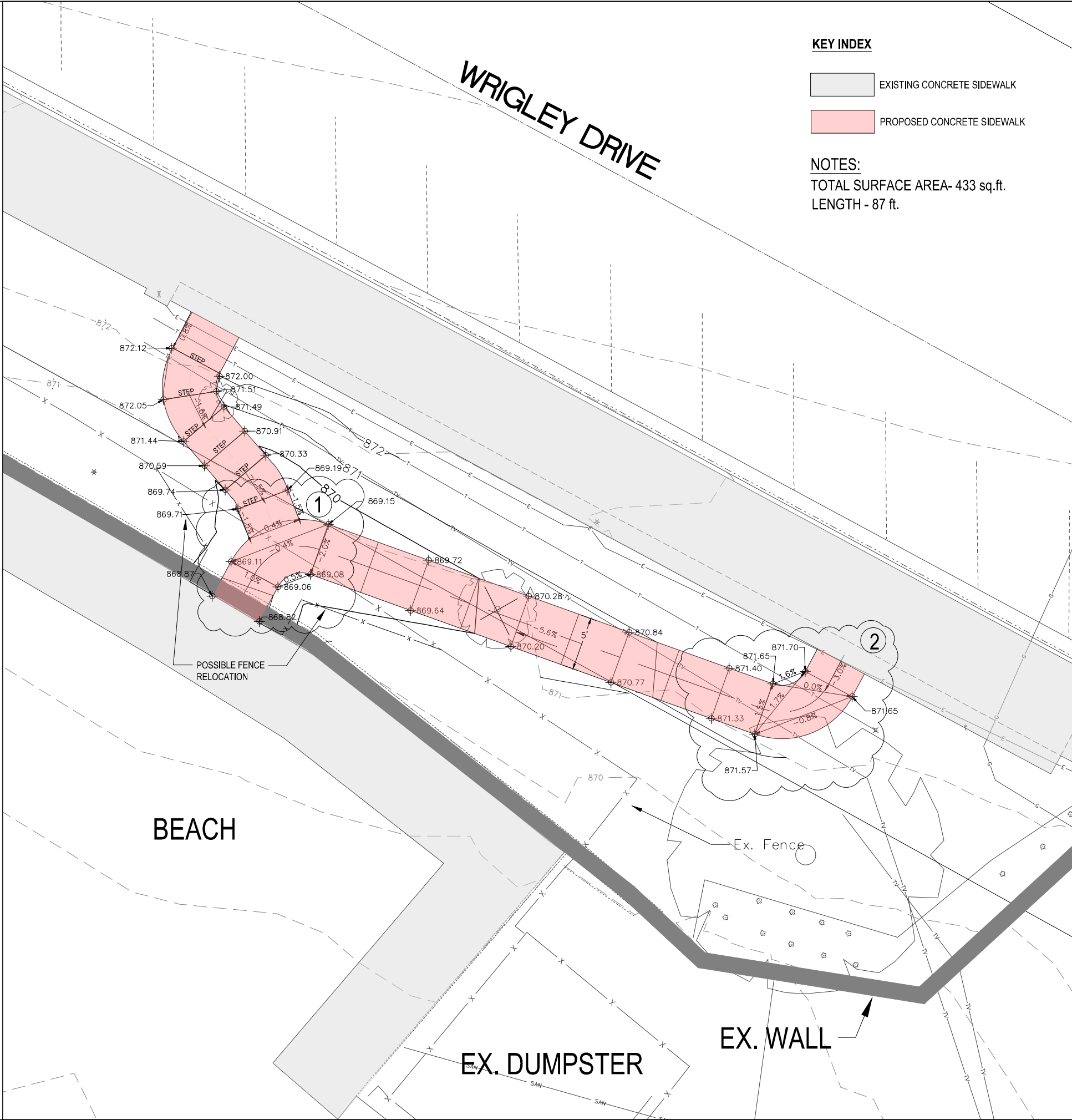
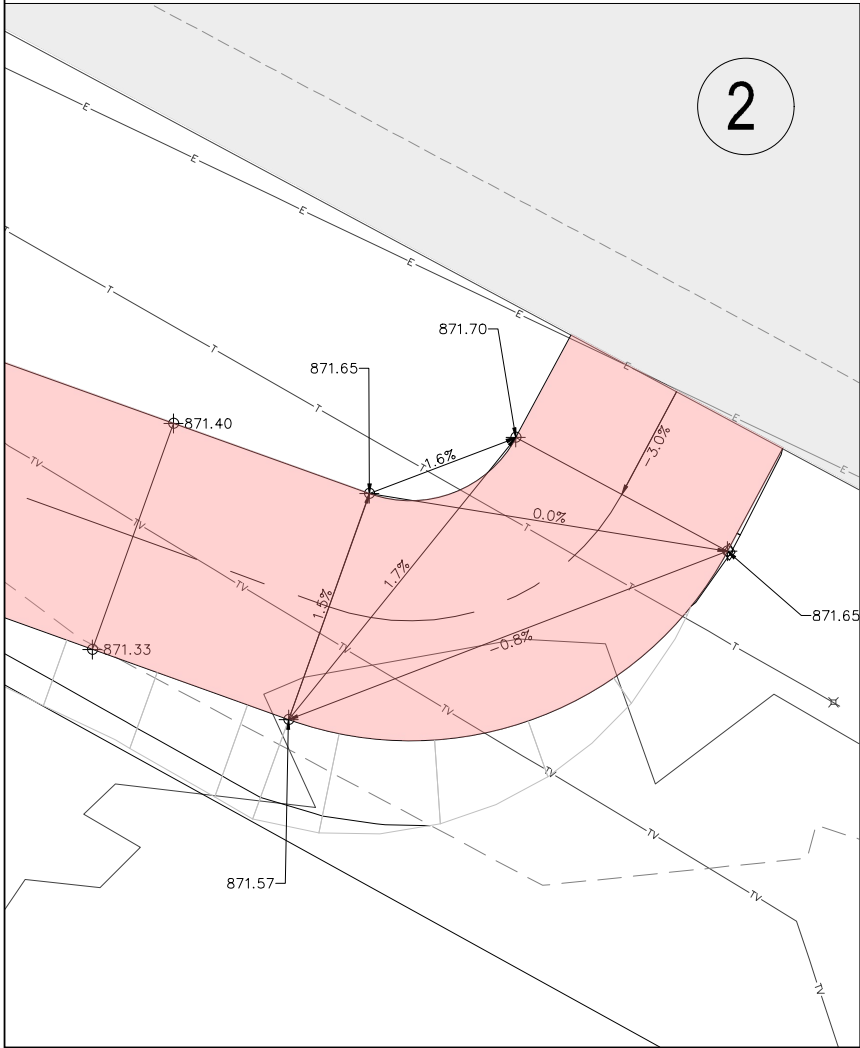
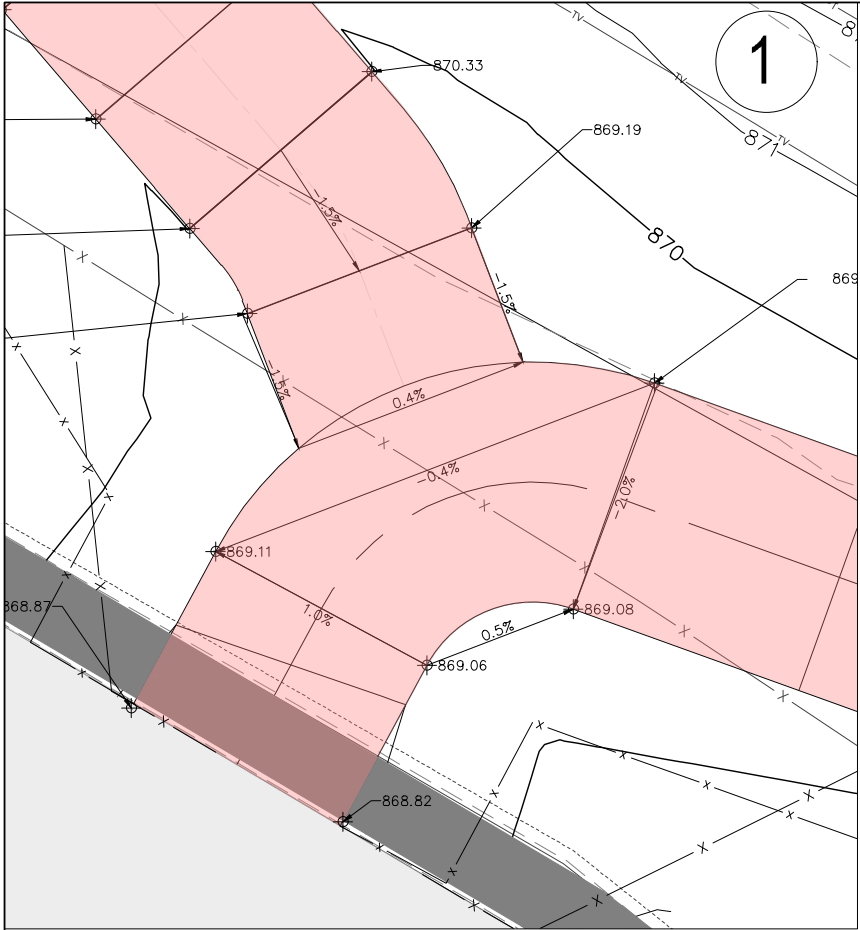
RIVIERA PATHWAY
OPTION 1

PROJECT MANAGER: NR
PROJECT NUMBER: 230152 PHSE07
DATE: 7/7/2023

SHEET NUMBER:

1

FILENAME: D:\Wdworth_Co\Lake Geneva_City\Gov\230152 2023 Lake Geneva General Engineering\PHSE 7 Riviera Parking\Design\Riviera_Parking_ADA.dwg



KEY INDEX

- EXISTING CONCRETE SIDEWALK
- PROPOSED CONCRETE SIDEWALK

NOTES:

TOTAL SURFACE AREA- 433 sq.ft.
LENGTH - 87 ft.



1224 S. Pine Street
Burlington, Wisconsin
53105

kapurinc.com

PROJECT:

RIVIERA
LAKEFRONT RAMP

LOCATION:

WRIGLEY DRIVE

CLIENT:



RELEASE:

PATHWAY EXHIBIT

REVISIONS:

#	DATE	DESCRIPTION
#	#	#
#	#	#
#	#	#
#	#	#
#	#	#
#	#	#
#	#	#

NORTH ARROW:

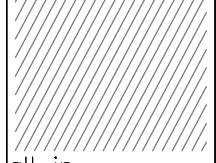


SCALE:



IF NOT ONE INCH ADJUST SCALE
ACCORDINGLY

SEAL:



all in

SHEET:

RIVIERA PATHWAY
OPTION 2

PROJECT MANAGER: NR
PROJECT NUMBER: 230152 PHSE07
DATE: 7/7/2023

SHEET NUMBER:

2

Dates & Fees

- Valid Zoning ZTRHP permit will be required as of October 1, 2020.
- ZTRHP permitting year is July 1 to June 30 of the following year.
- Fees: \$100 one-time application fee and \$100 annual permit fee.

Regulations for the Zoning Tourist Rooming House Permit ZTRHP1

- A valid ZTRHP Permit is required from the City of Madison Zoning Department before advertising or renting any TRH unit.
- A valid ZTRHP permit number must be displayed in all TRH advertisements.
- TRH must be the host's primary residence.*
- Only the owner of the property, or a renter whose lease explicitly allows it, may operate a Tourist Rooming House.
- If the operator does not occupy the residence at the time of rental, the tourist rooming house may operate no more than thirty (30) days per licensing year, July 1 to June 30.*
- If the operator occupies the residence at the time of rental, there is no limit to the number of days the Tourist Rooming House may operate.*
- Prior to ZTRHP permit approval, Building Inspection staff will conduct a home visit to review floor plans, verify bedroom counts, and discuss TRH regulations and expectations with hosts, including answering any questions hosts may have.
- Host name on all advertisements and website platforms must match the operator (permit holder) name.
- Operator may continue hosting two (2) or more individuals who separately book accommodations at the same TRH on any shared date if host remains on site each night.*
- Maximum guest occupancy is the lesser of twice the number of legal bedrooms or 12. Children under the age of 12 are not counted toward the guest occupancy count. See bedroom definition on Form ZTRHP1-F.
- Permit is issued to a specific host for a specific dwelling unit. Permit is not transferrable. Permit does not authorize any person, other than the person named therein, to operate a short-term rental home in the dwelling unit.
- Each establishment shall have a registry available on-site for inspection, indicating the true name and contact information (phone, mail or email address) of the guest making the reservation, dates of stay, and acknowledgement of operator presence or absence each night of the stay. The registry shall include all information from the current registry year and the year immediately prior.
- Quarterly reporting to City Zoning from all operators is due Feb. 1, May 1, Aug. 1 and Nov. 1 for the following items: (August 1 will be the first required deadline in 2020):
 - Name and contact information of the person who made each reservation, and dates of stay for all guests during the previous quarter, including whether host was on or off site each night.
 - List of all websites and places TRH has been advertised in the previous quarter.
 - Initial applications also request this information if applicable, plus website platforms and other locations where operator is planning to advertise in the upcoming year.
- Violations of regulations subject to fines of \$500-\$1000 per day.
- ZTRHP permit may be revoked for failure of operator to comply or maintain compliance with Zoning regulations. After a second occurrence of quarterly reporting not filed by required deadline, ZTRHP permit may be automatically revoked. Violation fines are doubled if permit has been revoked.
- Operator must maintain compliance with regulations throughout the year. If information submitted on permit application changes during the year, report those changes to city zoning within three days, such as change to floor plan, primary residence, property owner, etc.
- Prior to receiving a ZTRHP renewal permit, the TRH operator shall provide the Zoning Administrator with any updates or changes to any of the documentation required or submit a statement to the Zoning Administrator stating there have been no changes to the information contained in the documentation. Prior to issuing a renewal permit, the zoning Administrator may conduct a reinspection.

PRIMARY RESIDENCE DEFINITION:

A dwelling unit that serves as an individual's true, fixed and permanent home for at least 183 days in a calendar year and to which, whenever absent therefrom, that individual intends to return. Additional characteristics of a primary residence include, but are not limited to, where an individual receives mail, claims residence for purposes of voter registration, pays for utilities, and lists as their address on state issued identification cards. An individual can have only one primary residence.

* Certain provisions allow this if TRH only operates with night stays between seven (7) and 29 consecutive nights. If host will never advertise or accept any reservation for less than seven consecutive nights, inquire at zoning about all regulations that must be followed for this option.



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

VOLUNTEER FORM

Thank you for taking an interest in volunteering for the City of Lake Geneva. The intent of this form is to assist with an understanding of the responsibilities and the related risks in volunteering for this project.

Project Name:	Project Description:	
PERSONAL INFORMATION		
First Name	Middle Name	Last Name
Street Address		
City	State	ZIP
Email		Phone
Emergency Contact		
Name		Phone

The City of Lake Geneva and its employees, officers, officials, and agents wish to ensure to the fullest extent both the volunteers and participants safety and hereby discloses **that there are inherent risks for this project including bodily injury, property damage and other risks that cannot be fully contemplated. I understand that this is an understanding of risk and liability. I understand and agree to the risk of the volunteer activity.**

Further, I agree and acknowledge the following:

1. Participation in this volunteer activity carries with it some risk of serious injury, including in rare cases death. The risks included, but are not limited to those caused by over exertion, the equipment, the premises, unintentional error by staff and other volunteers, and action of others involved or not involved in the program;
2. I understand there are risks known and unknown being assumed by me and by me alone by participating in the project;
3. I understand that the City and its employees are relying upon the agreements and representations I herein make in order to allow me to volunteer for this project;
4. I agree to following the guidelines and safety measures of this project as represented;
5. I understand that there is no accident or workers compensation insurance or coverage provided for me and other volunteers pursuant to Secs. 102.07(11) and (11m), Wis. Stats.
6. I agree that the City shall not be held liable for personal injury to me or damage to my property or other interests arising out of my participating in this volunteer project;
7. I understand that the city could be held responsible for reckless or intentional acts and tort claims for which the city has taken every step necessary to not be responsible;
8. I acknowledge the risks involved and the intent of this document to assist in the safety of the volunteers;
9. I represent that I am freely signing this document on my behalf and or on behalf of whomever I am responsible;
10. I agree that individuals named herein are in good physical condition appropriate for the stated / represented activity of the project.

RELEASE STATEMENT	
I understand that my services are being offered on a voluntary basis without anticipation of financial remuneration. I grant permission for my photo to be used in any promotional materials produced by the City of Lake Geneva. The undersigned, parent/guardian or a designee do hereby understand and agree individually and on behalf of the above-named individual to the above recitations. The above-named individual agrees that the City cannot contemplate all risks as there are some known and unknown risks. The city, its employees, officials, and agents' intent is for the safety of all involved in the project. By signing this, I represent that I have read and agree to the related policies, procedures and/or guidelines and agree to comply with the Code of Conduct policy set forth by the City of Lake Geneva and will accept the ramifications should I not adhere to those policies and procedures	
SIGNATURE (Participant or Guardian)	DATE
Guardian Name	Guardian Phone

VOLUNTEER FORM, continued

PARENTAL CONSENT (To be completed if applicant is under 18 years of age)	
I give my consent for my child named above to provide volunteer services and have read the above and agree to the above as it relates to this volunteer program. I also consent to the city to emergency medical treatment necessary for the safety of my child. If participant is under 18 years old then: 1.) signature of parent or guardian also required, and 2.) the word "I" used above means "I and my parent/guardian.")	
SIGNATURE (Participant or Guardian)	DATE
Guardian Name	Guardian Phone



Report Criteria:

Report type: Summary

Check.Type = {<>} "Adjustment"

Bank.Bank account = "043230"

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

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

Invoice.Batch = "08042023","08082023","08092023","08102023"

Check Issue Date	Check Number	Vendor Number	Payee	Amount
08/04/2023	83240	2046	ALLIANT ENERGY	90.92
08/04/2023	83241	2198	BOUND TREE MEDICAL LLC	195.72
08/04/2023	83242	2354	CULLIGAN OF BURLINGTON	98.00
08/04/2023	83243	5176	DINGES FIRE COMPANY	833.82
08/04/2023	83244	4794	FAIRWYN SB INC	230.00
08/04/2023	83245	2511	FLOWER, JIM	216.86
08/04/2023	83246	6474	GFC LEASING - WI	247.81
08/04/2023	83247	6859	GREBENOR, NANCY T	28.95
08/04/2023	83248	2620	H&R MACHINE	297.50
08/04/2023	83249	2652	HENRY SCHEIN INC	51.42
08/04/2023	83250	2658	HEYER TRUE VALUE	59.98
08/04/2023	83251	2670	HOME DEPOT	1,591.98
08/04/2023	83252	3024	MUTUAL OF OMAHA	3,804.93
08/04/2023	83253	1009	NYQUIST COMMUNICATIONS ENGINEERING LLC	1,625.00
08/04/2023	83254	3225	RELIANT FIRE APPARATUS INC	802.66
08/04/2023	83255	3233	RHYME BUSINESS PRODUCTS	120.03
08/04/2023	83256	6125	SIREN SERVICES LLC	441.42
08/04/2023	83257	6861	TERCHIN, BONNIE	20.00
08/04/2023	83258	4908	THENNES, ALLEN J	315.00
08/04/2023	83259	4944	TRACTOR SUPPLY CREDIT PLAN	28.94
08/04/2023	83260	4945	TSI INC	1,213.16
08/04/2023	83261	4973	US BANK	1,142.98
08/04/2023	83262	5073	WELDERS SUPPLY CO	300.00
08/04/2023	83263	6860	YERKES OBSERVATORY	879.18
08/04/2023	83264	5428	CITY OF LAKE GENEVA POLICE DEPT	96.89
08/08/2023	83265	6856	CRYE PRECISION LLC	515.62
08/09/2023	83266	2046	ALLIANT ENERGY	24,825.16
08/09/2023	83267	5770	AT & T TELECONFERENCE SERVICES	62.37
08/09/2023	83268	2109	AT&T MOBILITY	1,402.56
08/09/2023	83269	6863	BOBOLA, AVA	750.00
08/09/2023	83270	2273	CHASE CARD SERVICES	7,686.07
08/09/2023	83271	2561	GENEVA ON LINE	39.00
08/09/2023	83272	6864	MILLER, SHARON	920.00
08/09/2023	83273	3001	SECURIAN FINANCIAL GROUP	3,230.36
08/09/2023	83274	6285	SCHLITZ AUDUBON NATURE CENTER	440.00
08/10/2023	83312	6866	ISAIAS, HEIDI	500.00
08/10/2023	83313	6865	JUNTUNEN, BRIAN	930.00
Grand Totals:				56,034.29

Summary by General Ledger Account Number

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
11-00-00-21100	358.32	40,211.25-	39,852.93-
11-00-00-21340	2,977.59	.00	2,977.59
11-00-00-21555	1,826.14	.00	1,826.14
11-00-00-21562	1,391.73	.00	1,391.73
11-00-00-21564	587.06	.00	587.06
11-00-00-24210	1.04	.00	1.04
11-00-00-46100	7.26	.00	7.26
11-10-00-51330	228.43	.00	228.43
11-15-10-53320	714.72	.00	714.72
11-15-10-54500	219.13	.00	219.13
11-16-10-52220	3,975.24	.00	3,975.24
11-16-10-53500	196.28	2.98-	193.30
11-16-10-53600	68.00	.00	68.00
11-21-00-52210	1,441.56	.00	1,441.56
11-21-00-52220	39.55	.00	39.55
11-21-00-53120	96.54	.00	96.54
11-21-00-53310	360.00	.00	360.00
11-21-00-53420	147.90	.00	147.90
11-21-00-53610	93.71	.00	93.71
11-21-00-53800	90.14	.00	90.14
11-21-00-53990	202.01	.00	202.01
11-21-00-54100	195.00	.00	195.00
11-21-00-57370	515.62	.00	515.62
11-22-00-52220	1,510.04	.00	1,510.04
11-22-00-52400	1,543.60	259.94-	1,283.66
11-22-00-53410	58.82	.00	58.82
11-22-00-53500	175.85	.00	175.85
11-22-00-53510	259.00	.00	259.00
11-22-00-53990	183.98	.00	183.98
11-22-00-54100	624.34	.00	624.34
11-22-00-54500	1,625.00	.00	1,625.00
11-22-00-58000	172.84	.00	172.84
11-22-00-58100	642.54	95.40-	547.14
11-22-00-58200	1,861.62	.00	1,861.62
11-24-00-53100	120.03	.00	120.03
11-24-00-53300	209.60	.00	209.60
11-29-00-52220	49.88	.00	49.88
11-32-10-52220	870.76	.00	870.76
11-32-10-52500	250.96	.00	250.96
11-32-10-53400	320.71	.00	320.71
11-32-10-53450	139.05	.00	139.05
11-32-10-53500	49.70	.00	49.70
11-32-13-56810	148.00	.00	148.00
11-34-10-52220	358.91	.00	358.91
11-34-10-52230	9,162.95	.00	9,162.95
11-51-10-52220	1,223.01	.00	1,223.01
11-52-00-52220	539.47	.00	539.47
11-52-00-53400	111.63	.00	111.63
11-52-00-53500	473.78	.00	473.78
11-52-00-53620	59.98	.00	59.98
11-52-00-58400	565.21	.00	565.21
11-52-00-59220	42.21	.00	42.21
11-52-01-52220	1,043.13	.00	1,043.13

M = Manual Check, V = Void Check

GL Account	Debit	Credit	Proof
11-70-00-57800	440.00	.00	440.00
40-00-00-21100	1,020.82	10,069.06-	9,048.24-
40-54-10-52220	674.92	.00	674.92
40-55-10-23530	5,000.00	.00	5,000.00
40-55-10-46740	.00	1,020.82-	1,020.82-
40-55-10-53600	34.00	.00	34.00
40-55-20-52400	13.04	.00	13.04
40-55-20-53600	98.00	.00	98.00
40-55-30-52220	4,249.10	.00	4,249.10
42-00-00-21100	.00	19.96-	19.96-
42-34-50-46330	19.96	.00	19.96
45-00-00-21100	.00	230.00-	230.00-
45-00-00-44520	230.00	.00	230.00
48-00-00-21100	.00	119.39-	119.39-
48-00-00-52220	90.92	.00	90.92
48-00-00-53500	28.47	.00	28.47
50-00-00-21100	.00	1,407.82-	1,407.82-
50-22-00-58000	1,407.82	.00	1,407.82
61-00-00-21100	.00	10.73-	10.73-
61-00-00-92630	10.73	.00	10.73
62-00-00-21100	.00	13.61-	13.61-
62-00-00-92630	13.61	.00	13.61
99-00-00-21100	12.33	5,343.94-	5,331.61-
99-00-00-52110	820.00	.00	820.00
99-00-00-52220	1,085.99	.00	1,085.99
99-00-00-53120	12.57	.00	12.57
99-00-00-54100	.00	12.33-	12.33-
99-00-00-54140	2,400.00	.00	2,400.00
99-00-00-54150	50.00	.00	50.00
99-00-00-54155	338.07	.00	338.07
99-00-00-55110	137.50	.00	137.50
99-00-00-55150	252.00	.00	252.00
99-00-00-55320	247.81	.00	247.81
Grand Totals:	58,817.23	58,817.23-	.00

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Report type: Summary

Check.Type = {<>} "Adjustment"

Bank.Bank account = "043230"

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

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

Invoice.Batch = "08042023","08082023","08092023","08102023"

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

Invoice.Batch = "08022023","08162023","08162023A","L08162023","L08162023A"

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 PRO CLEANING SYSTEMS				
2941	07/23/2023	BUILDING CLEANING	99-00-00-53600 LIBRARY BLDG MAINT SERVICES	2,293.00
Total ALL PRO CLEANING SYSTEMS:				2,293.00
ASSOCIATED APPRAISAL CONSULTANTS INC				
169620	08/01/2023	2023 REVALUATON PROGRAM	11-15-40-52100 ASSESSOR CONTRACTED SERVICES	23,398.02
169620	08/01/2023	2023 REVALUATON PROGRAM-	11-15-40-52100 ASSESSOR CONTRACTED SERVICES	5.67
169620	08/01/2023	AUG 2023 ASSESSMENT SVCS	11-15-40-52100 ASSESSOR CONTRACTED SERVICES	3,541.67
Total ASSOCIATED APPRAISAL CONSULTANTS INC:				26,945.36
BAKER TILLY MUNICIPAL ADVISORS LLC				
BTMA21073	07/28/2023	ARBITRAGE COMPLIANCE REP	11-15-10-52120 ACCTG CONSULTANT FEES	400.00
Total BAKER TILLY MUNICIPAL ADVISORS LLC:				400.00
BATZNER PEST CONTROL				
48902430	07/18/2023	PEST CONTROL	40-55-10-53600 UPPER RIVIERA MAINTENANCE	157.30
Total BATZNER PEST CONTROL:				157.30
BEARINGS INC SOUTH				
72159	07/12/2023	RBC BEARINGS	11-32-10-52500 ST DEPT EQUIPMENT REPAIRS	86.04
Total BEARINGS INC SOUTH:				86.04
BUMPER TO BUMPER AUTO PARTS				
662-475635	07/31/2023	REFILLS 30 PACK	11-32-10-53510 VEHICLE/EQUIPMENT MAINTENANCE	7.79
Total BUMPER TO BUMPER AUTO PARTS:				7.79
COPIES & PRINTS PLUS LLC				
337385	07/31/2023	PROMO RACK CARDS-SWIFT N	11-70-00-57800 AVIAN COMMITTEE EXPENSES	26.00
337453	08/07/2023	SWIFT NIGHT OUT FLIERS	11-70-00-57800 AVIAN COMMITTEE EXPENSES	13.50
Total COPIES & PRINTS PLUS LLC:				39.50
DEKIND COMPUTER CONSULTANTS				
36573	08/01/2023	IT SERVICES-SEPT 2023	11-15-10-54500 COMPUTER IT SVC & EQUIPMENT	7,385.00
36586	07/26/2023	BATTERY BACKUP-WALLING	11-15-10-54500 COMPUTER IT SVC & EQUIPMENT	114.84
36722	08/04/2023	O365 LICENSES	11-15-10-54500 COMPUTER IT SVC & EQUIPMENT	1,032.00
Total DEKIND COMPUTER CONSULTANTS:				8,531.84
DEMCO INC.				
7341222	07/31/2023	PROCESSING SUPPLIES	99-00-00-55120 LIBRARY PROCESSING SUPPLIES	288.33

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total DEMCO INC.:				288.33
DUNN LUMBER				
1479448	07/31/2023	PADLOCKS FOR AC PANEL	99-00-00-53500 LIBRARY MAINT SUPPLIES	19.98
Total DUNN LUMBER:				19.98
EVERGREEN SEPTIC SERVICE LLC				
20176	05/18/2023	GREASE TRAPS / DISPOSAL	40-55-20-53500 BLDG MAINT SUPPLIES-LOWER RIV	202.50
Total EVERGREEN SEPTIC SERVICE LLC:				202.50
FASTENAL COMPANY				
WIELK177887	07/21/2023	NUTS & BOLTS - SHOP SUPPLI	11-32-10-53400 OPERATING SUPPLIES-STREET DEPT	57.94
Total FASTENAL COMPANY:				57.94
GAGE MARINE CORP				
224890	07/25/2023	BUOY INSTALL	40-52-10-52640 BUOYS & BOAT STALLS-REPAIRS	245.80
Total GAGE MARINE CORP:				245.80
GFL ENVIRONMENTAL				
V20000014562	07/31/2023	ST SWEEPINGS DISPOSAL	11-36-00-52960 SOLID WASTE-STREET DEPT	2,785.85
Total GFL ENVIRONMENTAL:				2,785.85
GORDON FLESCH CO INC				
IN14309487	08/05/2023	COPIE	99-00-00-55320 LIBRARY EQUIP LEASES & MAINT	86.52
Total GORDON FLESCH CO INC:				86.52
INGRAM LIBRARY SERVICES				
July statement	08/04/2023	YOUTH BOOKS	99-00-00-54110 LIBRARY YOUTH MATERIALS	3,070.89
July statement	08/04/2023	ADULT BOOKS	99-00-00-54100 LIBRARY ADULT MATERIALS	1,538.30
July statement	08/04/2023	ADULT NONPRINT	99-00-00-54140 LIBRARY NONPRINT MATERIALS	174.50
Total INGRAM LIBRARY SERVICES:				4,783.69
IQ RESOURCE GROUP INC				
116061	07/28/2023	TEMP PARKING STAFF	11-15-10-51200 ACCOUNTING WAGES	126.48
116061	07/28/2023	TEMP PARKING STAFF	42-34-50-51160 PARKING WAGES-CLERK/DISPATCH	1,138.32
116187	08/04/2023	TEMP PARKING STAFF	42-34-50-51160 PARKING WAGES-CLERK/DISPATCH	1,138.32
116187	08/04/2023	TEMP PARKING STAFF	11-15-10-51200 ACCOUNTING WAGES	126.48
Total IQ RESOURCE GROUP INC:				2,529.60
JAMES IMAGING SYSTEMS INC				
1340946	07/25/2023	COPIER- JUNE / JULY	11-32-10-53400 OPERATING SUPPLIES-STREET DEPT	182.49
Total JAMES IMAGING SYSTEMS INC:				182.49
JERRY WILLKOMM INC				
297310	07/24/2023	1700.0 GALS GAS	11-32-10-53410 VEHICLE-FUEL & OIL	5,931.30

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
Total JERRY WILLKOMM INC:				5,931.30
JOHNS DISPOSAL SERVICE INC				
1156936	08/04/2023	AUGUST SERVICE-GARBAGE	11-36-00-52940 SOLID WASTE-RESIDENTIAL	37,511.91
1156936	08/04/2023	AUGUST SERVICE-RECYCLE	11-36-00-52970 SOLID WASTE-RECYCLING	20,584.53
Total JOHNS DISPOSAL SERVICE INC:				58,096.44
JUNIOR LIBRARY GUILD				
657400	09/01/2023	YOUTH BOOKS-SPANISH	99-00-00-54110 LIBRARY YOUTH MATERIALS	254.88
Total JUNIOR LIBRARY GUILD:				254.88
KAESTNER AUTO ELECTRIC				
424908	08/04/2023	LENS #124	11-32-10-52500 ST DEPT EQUIPMENT REPAIRS	143.00
Total KAESTNER AUTO ELECTRIC:				143.00
KAPUR & ASSOCIATES INC				
118217	03/27/2023	SUMMERHAVEN PH 3	11-00-00-13910 A/R BILL OUTS	897.78
118221	03/27/2023	GOLEN YEARS	11-00-00-13910 A/R BILL OUTS	43.50
118785	04/27/2023	VISTAS SHODEEN	11-00-00-13910 A/R BILL OUTS	1,250.64
118948	05/09/2023	1120 S LSD UNITS 1-4	11-00-00-13910 A/R BILL OUTS	448.00
120211	07/14/2023	STONERIDGE PH 2	11-00-00-13910 A/R BILL OUTS	440.00
120212	07/14/2023	TOWNE BANK	11-00-00-13910 A/R BILL OUTS	630.00
120213	07/19/2023	STONE RIDGE PH 3	11-00-00-13910 A/R BILL OUTS	1,446.70
120214	07/14/2023	1120 S LSD UNITS 1-4	11-00-00-13910 A/R BILL OUTS	126.00
120215	07/14/2023	2023 STREET PROGRAM	43-32-10-17010 STREET IMP PROGRAM	3,029.23
120217	07/14/2023	CEDAR ST-PR	11-00-00-13910 A/R BILL OUTS	252.00
120218	07/14/2023	ENGINEERING SVC-GIS UPDAT	11-30-00-52160 CITY ENGINEERING FEES	159.00
120219	07/19/2023	ENGINEERING SVC-RIVIERA PA	11-30-00-52160 CITY ENGINEERING FEES	2,870.00
120220	07/14/2023	ENGINEERING SVC-LAGOON S	43-40-00-17015 LAKEFRONT CAPITAL PROJECTS	1,183.03
120221	07/14/2023	SUMMERHAVEN PH 3	11-00-00-13910 A/R BILL OUTS	14,231.24
120222	07/14/2023	ENGINEERING SVC-LOGAN ST	11-30-00-52160 CITY ENGINEERING FEES	312.00
120223	07/14/2023	GAP PROPERTIES	11-30-00-52160 CITY ENGINEERING FEES	224.00
120234	07/17/2023	VISTAS SHODEEN	11-00-00-13910 A/R BILL OUTS	5,271.54
120346	07/19/2023	LG TENNIS ADDITION	11-00-00-13910 A/R BILL OUTS	948.00
Total KAPUR & ASSOCIATES INC:				33,762.66
LAKE GENEVA UTILITY				
1220 SAGE ST	07/13/2023	1220 SAGE ST	45-00-00-24520 WATER IMPACT FEES	2,530.00
1220 SAGE ST	07/13/2023	1220 SAGE ST	45-00-00-24530 SEWER IMPACT FEES	4,103.00
804 GENEVA P	07/31/2023	804 GENEVA PKWY	45-00-00-24520 WATER IMPACT FEES	2,530.00
804 GENEVA P	07/31/2023	804 GENEVA PKWY	45-00-00-24530 SEWER IMPACT FEES	4,103.00
816 GENEVA P	07/31/2023	816 GENEVA PKWY	45-00-00-24520 WATER IMPACT FEES	2,530.00
816 GENEVA P	07/31/2023	816 GENEVA PKWY	45-00-00-24530 SEWER IMPACT FEES	4,103.00
Total LAKE GENEVA UTILITY:				19,899.00
LARRY'S TOWING & RECOVERY				
9148	07/30/2023	TOWING-JEEP CHEEROKEE	11-34-10-52900 CAR TOWING	280.00
Total LARRY'S TOWING & RECOVERY:				280.00

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
MARED MECHANICAL				
8011	07/31/2023	HVAC SUMMER PM	11-16-10-53600 CITY HALL MAINT SERVICE COSTS	882.50
Total MARED MECHANICAL:				882.50
MIDSTATE EQUIPMENT				
V81631	07/21/2023	OAK HILL 21" CUT BLADE	48-00-00-53990 CEM MISC EXP	75.51
Total MIDSTATE EQUIPMENT:				75.51
MINUTEMAN PRESS				
52838	06/07/2023	KIOSK STICKERS \$10	40-54-10-53990 BEACH MISCELLANEOUS	64.37
Total MINUTEMAN PRESS:				64.37
ODP BUSINESS SOLUTIONS LLC				
324108180001	07/26/2023	POST IT/BINDER CLIP/MACH TA	11-16-10-53100 CITY HALL OFFICE SUPPLIES	25.31
Total ODP BUSINESS SOLUTIONS LLC:				25.31
OFFICE PRO INC				
655683-0	06/05/2023	TISSUES 2 PLY	11-52-00-53500 BLDG MAINT SUPPLIES-PARKS	1,372.50
656110-0	06/08/2023	EAR PLUGS & GLOVES	11-32-10-53900 FIRST AID AND SAFETY SUPPLIES	218.10
658678-1	07/17/2023	HAND SOAP SHOP	11-52-00-53500 BLDG MAINT SUPPLIES-PARKS	1,175.00
C 658678-0	08/01/2023	HAND SOAP SHOP	11-52-00-53500 BLDG MAINT SUPPLIES-PARKS	1,468.75
Total OFFICE PRO INC:				1,296.85
PESCHES GREENHOUSE				
25571	07/05/2023	FUNERAL FLOWERS-LAWEREN	11-11-00-53990 COUNCIL MISCELLANEOUS EXPENSE	75.00
25584	07/11/2023	FUNERAL FLOWERS-RUZ MARI	11-11-00-53990 COUNCIL MISCELLANEOUS EXPENSE	75.00
25624	07/27/2023	FUNERAL FLOWERS-SARAH W	11-11-00-53990 COUNCIL MISCELLANEOUS EXPENSE	70.00
Total PESCHES GREENHOUSE:				220.00
PFI FASHIONS INC				
107724	07/24/2023	BEACH STAFF UNIFORMS	40-54-10-53990 BEACH MISCELLANEOUS	42.86
Total PFI FASHIONS INC:				42.86
PLAYAWAY PRODUCTS LLC				
437226	08/02/2023	STICKER REPLACEMENT	99-00-00-54110 LIBRARY YOUTH MATERIALS	2.99
Total PLAYAWAY PRODUCTS LLC:				2.99
POMP'S TIRE SERVICE INC				
60313774	08/04/2023	TOWMAX VANGUARD MOWING	11-32-10-52500 ST DEPT EQUIPMENT REPAIRS	311.00
Total POMP'S TIRE SERVICE INC:				311.00
ROTE OIL				
232070614	07/26/2023	500.6 GALS ON ROAD DIESEL	11-32-10-53410 VEHICLE-FUEL & OIL	1,476.76
232160411	08/04/2023	207.6 GALS DIESEL ON ROAD	11-32-10-53410 VEHICLE-FUEL & OIL	736.98
232160412	08/04/2023	235.7 GALS DYED DIESEL	11-32-10-53410 VEHICLE-FUEL & OIL	763.67
Total ROTE OIL:				2,977.41

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
RUSSELL CESCHI INSPECTIONS LLC				
JUNE-JULY 20	08/04/2023	COMM ELECTRIC INSP-JUN-JU	11-24-00-52190 CONTRACT BUILDING INSPECTOR	790.00
Total RUSSELL CESCHI INSPECTIONS LLC:				790.00
SCHMITZ READY MIX INC				
1060830-IN	08/01/2023	STORM SEWER REPAIR & REP	43-32-10-17010 STREET IMP PROGRAM	1,414.00
Total SCHMITZ READY MIX INC:				1,414.00
SHERWIN WILLIAMS				
8494-0	07/25/2023	5 GAL XYENE 5-SW PAINT SPR	11-32-10-52500 ST DEPT EQUIPMENT REPAIRS	265.11
8586-3	07/27/2023	PARKS PAINTING SUPPLIES	11-52-00-53520 GROUNDS MAINT SUPPLIES	170.67
Total SHERWIN WILLIAMS:				435.78
SHRED-IT				
8004361772	07/25/2023	SHREDDING SVC-JULY	11-16-10-53600 CITY HALL MAINT SERVICE COSTS	69.06
Total SHRED-IT:				69.06
STATE OF WISCONSIN				
64-246 07/23	07/31/2023	COURT FINES-JUL 2023	11-12-00-24240 COURT FINES-STATE	7,254.96
Total STATE OF WISCONSIN:				7,254.96
ULINE				
166407295	07/25/2023	SAFETY MIRRO-CH BY BATHRO	11-16-10-53500 CITY HALL BLDG MAINT SUPPLIES	51.00
Total ULINE:				51.00
UNIQUE MANAGEMENT SERVICES INC				
6115916	08/01/2023	COLLECTION FEES-JUL	99-00-00-55110 LIBRARY CIRCULATION SUPPLIES	92.70
Total UNIQUE MANAGEMENT SERVICES INC:				92.70
UNITED PUBLIC SAFETY INC				
UPS00050684	07/31/2023	PLATE LOOKUPS JULY	42-34-50-54500 SUPPORT CONTRACTS	595.00
Total UNITED PUBLIC SAFETY INC:				595.00
VORPAGEL SERVICE INC				
SI2212158	08/04/2023	HVAC MAINTENANCE CONTRA	99-00-00-53600 LIBRARY BLDG MAINT SERVICES	943.00
Total VORPAGEL SERVICE INC:				943.00
WALWORTH COUNTY TREASURER				
64-246 07/23	07/31/2023	COURT FINES-JUL 2023	11-12-00-24200 COURT FINES-COUNTY	2,583.10
Total WALWORTH COUNTY TREASURER:				2,583.10
WIL-KIL PEST CONTROL				
4695521	07/14/2023	PEST CONTROL	11-16-10-53600 CITY HALL MAINT SERVICE COSTS	65.00
Total WIL-KIL PEST CONTROL:				65.00

Invoice Number	Invoice Date	Description	GL Account and Title	Net Invoice Amount
WINDY CITY LINEN				
246982	07/27/2023	LINEN-YERKES OBSERVATORY	40-55-10-46740 UPPER RIVIERA REVENUE	120.82
Total WINDY CITY LINEN:				120.82
WISCONN VALLEY MEDIA GROUP				
121990	06/28/2023	LN- ADA DOOR OPENER BID N	11-10-00-53140 OFFICIAL PUBLICATIONS & NOTICE	54.77
122697	07/05/2023	LN- PUBLIC HEARING 567 BRO	11-10-00-53150 PUBLICATION FEES REIMBURSABLE	48.96
122698	07/05/2023	LN- GDP 1120 S LAKESHORE D	11-10-00-53150 PUBLICATION FEES REIMBURSABLE	48.96
122699	07/05/2023	LN- PIP 1120 S LAKESHORE DR	11-10-00-53150 PUBLICATION FEES REIMBURSABLE	67.91
122704	06/28/2023	LN- SQRL SERVICE STATION R	11-10-00-53150 PUBLICATION FEES REIMBURSABLE	18.05
123059	07/05/2023	LAKE GENEVA DAY ANNOUNCE	11-10-00-53140 OFFICIAL PUBLICATIONS & NOTICE	339.95
124191	07/26/2023	LN- LAGOON SEAWALL BID NO	11-10-00-53140 OFFICIAL PUBLICATIONS & NOTICE	74.88
Total WISCONN VALLEY MEDIA GROUP:				653.48
Grand Totals:				188,977.51

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

Invoice.Batch = "08022023","08162023","08162023A","L08162023","L08162023A"

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

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