



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

CITY OF LAKE GENEVA BOARD OF PARK COMMISSIONERS
TUESDAY, APRIL 16, 2024 - 6:30 PM
LAKE GENEVA CITY HALL; COUNCIL CHAMBERS (MAIN LEVEL)

Members:

Committee Members: Cindy Forster Feuredi, Rachel Allen, David Quickel, Peggy Schneider, Ann Esarco, Denise Wendell, Julie Mulligan, Alderperson Linda Frame and Mayor Charlene Klein

AGENDA

1. Call to order – Cindy Feuredi
2. Roll Call
3. Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda, except for public hearing items. Comments will be limited to 5 minutes
4. Approval of the March 19, 2024 Board of Commissioners meeting minutes as prepared and distributed
5. YMCA Quarterly Update (Next Updates July 16, Sept 17, and Oct 15, 2024)
6. Discussion/Recommendation regarding an agreement with the Geneva Lakes YMCA for the programming and use of Veterans Park
7. White River Rippers Presentation- Dan Ryan
8. Park Superintendent Update
9. Discussion and evaluation of Pavilion Rentals
10. Next Meeting Date & Time
11. **Adjournment**

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March 19 2024
Lake Geneva Park Board Meeting Notes

6:30 Call to Order

Roll Call of Commissioners Present/Absent/Excused

4 =Quorum

Charlene Klein - Mayor P

1Cindy Fueredi - Chair P

2Linda Frame - Alderperson. P

3Ann Esarco. P

4Julie Mulligan. P

5Denise Wendell Excused Absence

6Peggy Schneider. P

7David Quickel. P

Sam Ingo -Park Superintendent. P

Motion to Approve Feb 2024 Minutes -Cindy Fueredi

Second - Ann Esarco

PUBLIC COMMENTS

Peg Esposito - wanted more details on design and material of bridges to ensure that they were consistent with an overall plan for Hillmoor and park system.

Cynthia Yaeger - requested that more detailed information be added to the packet specifically more information on boxes for Story Book Trails boxes, sponsorships on parks and plans for disc golf. Commented on grant for Story Book Trails and replacement of artwork.

Mary Jo Fesenmeyer - Recommended addressing time limits for dogs on leashes in parks with open time limits. She would like to see pickle ball court information on future agenda with budget information. Requested playground equipment bids. Requested YMCA reports in packets before presentation to Park Board. Requested information on AED equipment in all parks.

1.Recommendation to Approve Construction Bid and Replacement of Two Bridges at White River Disc Golf Park

Motion: Linda Frame made a motion to approve construction bid two bridges at White River Disc Golf Park

Second: Cindy Fueredi

Abstained: Ann Esarco

Discussion: Bridges will look consistent with other replaced bridge #5 and will support vehicle traffic. Ann wondered if the bridge replacement should be postponed to encourage a comprehensive plan with Hillmoor design. It was noted that police and fire need bridges to access area. The Mayor explained that the grant for the bridges is now being revised.

2.Recommendation for Story Book Trails boxes to be replaced and reused at Disc Golf Park. New boxes and posts are to be placed in MKFSNP this coming week. Park Superintendent provided pictures of boxes and posts. Budget money requested from years ago now received.

3.Recommendation of Hillmoor Signage. Superintendent provided pictures of signs used in other parks to provide continuity. General rules for all parks are listed on the website. Hours are dawn to dusk. Trail signs will be every 300 ft. with location ID trail # and consistent with service road on Haskins. The trail map will also be posted online. Ann Escaro recommended two paths at White River Disc Golf Park; one for disc golfers and one for pedestrians/bikes. Discussion of when chain will come down to open Hillmoor. Mayor recommended that signs be up before opening for safety and legalities.

4.Recommendation for sponsorships at Veteran's Park and Disc Golf Park. Discussion of moving dog park. Recommendation to engage White River Rippers Disc Golf Club and its President for sponsorship and collaboration. Requested map for Earth Day. Send to FLR.

5.FRIENDS OF HILLMOOR PRESENTATION TO PARK BOARD

Betty Volguardson discussed clean up plans at Hillmoor last fall and this coming March 18 and 20.. Will be promoting Tree City, Avian City and becoming Bee City. Celebrating Earth Day April 22, 2024, and has secured permits. Waiting on a grant. Goal is for young families to enjoy. Waiting on grant money for literature and outreach. Everyone is encouraged to view 3D map at City Hall.

6. Recommend Adjournment Motion: Cindy Second: Linda

Note YMCA will present in April 2024

Board of Park Commissioners Meeting

Tuesday April 16, 6:30 pm

- 1) Preview of 2024 season at Vets Park
 - a) YMCA will have 9 travel baseball/softball teams (U-10 – U14). Games will begin in mid May
 - b) YMCA will have 28 in-house teams beginning play in June (T-Ball, Jr Softball, Minor and Major league baseball)
 - c) YMCA will have 8 men softball teams starting play on Friday nights in mid-May
 - d) LG American Legion will begin play at Vets Park in June
 - e) Genoa City Shocker baseball will begin play at Vets Park in mid-April
 - f) YMCA/City of Lake Geneva will be hosting 10 baseball/softball tournaments at Vets Park beginning in mid-April (April 19-21, April 26-28, May 3-5, May 17-19, May 31-June 2, June 7-9, June 21-23, June 28-30, July 12-14, Sept 13-15)
- 2) Dream Team baseball will run from June 24 to July 17
- 3) Milwaukee Brewer baseball camp July 8-12
- 4) Spring spruce up with the fields at Veterans Park has been completed by KEI
- 5) Lake Geneva Lions Club completing work on Lion's Den the first two weekends in April
- 6) YMCA staff has begun grooming and setting up all the fields the week of April 8
- 7) YMCA staff will be putting up the volleyball nets for the sand courts ASAP

Looking ahead:

YMCA Co-ed soccer will start in August

YMCA Co-ed Flag Football will start in September



PROGRAMING AGREEMENT

THIS AGREEMENT dated the 13th day of February, 2023, by and between the City of Lake Geneva (hereinafter "City") and the Geneva Lakes Family YMCA, Inc. (hereinafter "YMCA").

WITNESSETH:

WHEREAS, City and YMCA wish to work cooperatively to provide recreational services and utilize athletic fields owned by the City; and

WHEREAS, City and YMCA wish to ensure that recreational facilities and programs are available to as many residents of the City as possible; and

WHEREAS, City and YMCA wish to clarify the relative roles and responsibilities of each party to provide recreational facilities and programs to the residents of the City;

NOW THEREFORE, the mutual covenants contained herein and other good and valuable consideration the receipt and sufficiency of which are hereby acknowledged the parties hereto agree as follows:

1. The above recitals are incorporated herein by reference.
2. The term of this agreement shall be for a term of one (1) year commencing on the 13th day of February, 2023.
3. For the services recited herein, the City shall pay the sum of Sixty Thousand (\$60,000.00) Dollars for the term of this agreement. The sum shall be paid in bi-monthly installments.
4. In exchange for the sum provided herein, the YMCA shall do the following:
 - a. Provide no less than 2 written reports to the Board of Park Commissioners. Reports will be provided midseason and end of season and emailed to the City Clerk for distribution.
 - b. Provide recreational programs at Veteran' s Park as appropriate. List of programs shall include but not be limited to: T-Ball, Baseball, Softball, Travel baseball/ softball, Tournament level baseball/ softball, flag football, volleyball, soccer, Lacrosse, Adult softball, Coed softball, Adult Kickball, Pickle ball.
 - c. Coordinate the use of the athletic fields at Veteran' s Park for use by all groups interested in using said fields in a non-discriminating manner. Ensure that all groups and organizations have equal access to the athletic fields provided by the City.

- d. Prepare the baseball/ softball fields for use by any organization regardless of their affiliation with the YMCA by marking the fields and placing of necessary equipment such as bases or volleyball nets. The YMCA shall be notified a minimum of one week in advance of events to coordinate proper staffing.
- e. Coordinate the use of the fields with the City of Lake Geneva through a shared calendar such as google calendar.
- f. Make books and records available to the City showing revenues received and expenses paid for use of Veteran' s Park. Submit a written, year-end financial statement directly to the Board of Park Commissioners.
- g. Provide no less than 15% discount rates for City residents participating in activities through the YMCA which are conducted at Veteran' s Park.
- h. Tournaments and other rentals at Veteran' s Park will be booked through the YMCA. Net proceeds will be shared equally between the City and the YMCA. A separate rental agreement will be used. See attached agreement.
- i. The YMCA and City of Lake Geneva shall each provide a One Million (\$1,000,000.00) Dollar liability insurance policy naming the other as an additional insured.
- j. Responsibilities and equipment available for use at Veteran' s Park shall be as follows:

City of Lake Geneva

Mowing

Trash pickup of entire park (except Concession stand and 2nd floor of Lions Den/asphalt area)

Gas for power equipment

Flower beds

Clean and maintain bathrooms

Bids out concession stand

City allows YMCA to use the garage for storage of equipment related to these activities (not use of Lions Den)

Owens and maintains regulation size soccer goals and nets

Basketball nets

YMCA

All field work/maintenance

Any field rental agreements

Check oil/filters, wash groomer

Concession Stand and 2" floor Lion' s Den/asphalt areas/ prep/ cleaning/trash pickup

Equipment purchases for programs

Maintain Batting cages

Owens Volleyball nets

Owens Bases

Owens chalker

Dispense of watering required for baseball game usage (water supplied by City)

Operations of any tournaments run thru the YMCA

Communication with City Clerk on scheduling of park

Repair and maintenance of ball field groomer.

Replacement cost of groomer when needed.

Owner of lawn tractor, push mower, golf cart— do all maintenance

k. The YMCA will ensure that the fields and facilities are used in a reasonable manner by all patrons and invitees of the YMCA.

l. YMCA serves as concessionaire for Veteran' s Park according to 2- year agreement. See attached agreement.

IN WITNESS WHEREOF, the undersigned have set their hand and seal this 13th day of February, 2023.

CITY OF LAKE GENEVA, a municipal corporation

By Charlene Klein
Charlene Klein, Mayor

Attest: Pamela Hays

GENEVA LAKES FAMILY YMCA., Inc.

By: [Signature] 2-20-23



PROGRAMMING AGREEMENT

THIS AGREEMENT dated the ____ day of _____, 2024, by and between the City of Lake Geneva (hereinafter "City") and the Geneva Lakes Family YMCA, Inc. (hereinafter "YMCA").

WITNESSETH:

WHEREAS, City and YMCA wish to work cooperatively to provide recreational services and utilize athletic fields owned by the City; and

WHEREAS, City and YMCA wish to ensure that recreational facilities and programs are available to as many residents of the City as possible; and

WHEREAS, City and YMCA wish to clarify the relative roles and responsibilities of each party to provide recreational facilities and programs to the residents of the City;

NOW THEREFORE, the mutual covenants contained herein and other good and valuable consideration the receipt and sufficiency of which are hereby acknowledged the parties hereto agree as follows:

1. The above recitals are incorporated herein by reference.
2. The term of this agreement shall be for a term of two (2) years commencing on the ____ day of _____, 2026.
3. For the services recited herein, the City shall pay the sum of Sixty One Thousand Eight Hundred (\$61,800.00) Dollars per year for the term of this agreement. The sum shall be paid in bi-monthly installments.
4. In exchange for the sum provided herein, the YMCA shall do the following:
 - a. Provide no less than 2 written reports to the Board of Park Commissioners. Reports will be provided midseason and end of season and emailed to the City Clerk for distribution.
 - b. Provide recreational programs at Veterans Park as appropriate. List of programs shall include but not be limited to: T-Ball, Baseball, Softball, Travel baseball/ softball, Tournament level baseball/ softball, flag football, volleyball, soccer, Lacrosse, Adult softball, Coed softball, Adult Kickball, Pickleball.
 - c. Coordinate the use of the athletic fields at Veterans Park for use by all groups interested in using said fields in a non-discriminating manner. Ensure that all groups and organizations have equal access to the athletic fields provided by the City.

- d. Prepare the baseball/ softball fields for use by any organization regardless of their affiliation with the YMCA by marking the fields and placing of necessary equipment such as bases or volleyball nets. The YMCA shall be notified a minimum of one week in advance of events to coordinate proper staffing.
- e. Coordinate the use of the fields with the City of Lake Geneva through a shared calendar such as google calendar.
- f. Make books and records available to the City showing revenues received and expenses paid for use of Veterans Park. Submit a written, year-end financial statement directly to the Board of Park Commissioners.
- g. Provide no less than 15% discount rates for City residents participating in activities through the YMCA which are conducted at Veterans Park.
- h. Tournaments and other rentals at Veterans Park will be booked through the YMCA. Net proceeds will be shared equally between the City and the YMCA. A separate rental agreement will be used. See attached agreement.
- i. The YMCA and City of Lake Geneva shall each provide a One Million (\$1,000,000.00) Dollar liability insurance policy naming the other as an additional insured.
- j. Responsibilities and equipment available for use at Veterans Park shall be as follows:

City of Lake Geneva

Mowing

Trash pickup of entire park (except Concession stand and 2nd floor of Lions Den/asphalt area)

Gas for power equipment

Flowerbeds

Clean and maintain bathrooms

Bids out concession stand

City allows YMCA to use the garage for storage of equipment related to these activities (not use of Lions Den)

Owns and maintains regulation size soccer goals and nets

Basketball nets

YMCA

All field work/maintenance

Any field rental agreements

Check oil/filters, wash groomer

Concession Stand and 2" floor Lion' s Den/asphalt areas/ prep/ cleaning/trash pickup

Equipment purchases for programs

Maintain Batting cages

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Owens chalker

Dispense of watering required for baseball game usage (water supplied by City)

Operations of any tournaments run thru the YMCA

Communication with City Clerk on scheduling of park

Repair and maintenance of ball field groomer.

Replacement cost of groomer when needed.

Owner of lawn tractor, push mower, golf cart- do all maintenance

k. The YMCA will ensure that the fields and facilities are used in a reasonable manner by all patrons and invitees of the YMCA.

l. YMCA serves as concessionaire for Veterans Park according to 2- year agreement. See attached agreement.

IN WITNESS WHEREOF, the undersigned have set their hand and seal this _____ of _____, 2024.

CITY OF LAKE GENEVA, a municipal corporation

BY _____

Attest: _____

GENEVA LAKES FAMILY YMCA., Inc.

By: _____

Recommended Revisions from 2023 YMCA Programming Agreement April 2024

2. The term of this agreement shall be for a term of one (1) year commencing on the _____ day of _____, 2024. We want the term to be one (1) year instead of two 2. 2 year request is on the 2024 agreement.

3. For the services recited herein, the City shall pay the sum of Sixty Thousand (\$60,000.00) Dollars for the term of this agreement. The sum shall be paid in bi-monthly installments.

We suggest the installments are disbursed quarterly instead of bi-monthly. Also, that funds are disbursed after the parks board receives quarterly reports (related to 4a). The \$35,000 in repairs for the Lion's Den will remain with the city as we will pay the funds directly to the project as the repairs are included in our capital projects, therefore the Y would receive four installments totaling \$26,800 as opposed to the requested \$61,800.

4a: Provide no less than 2 written reports to the Board of Park Commissioners. Reports will be provided midseason and end of season and emailed to the City Clerk for distribution.

We would like to move from two reports to quarterly reports to the parks board.

4b. Provide recreation programs at Veteran's Park as appropriate. List of programs shall include but not be limited to: T-Ball, Baseball, Softball, Travel baseball/softball, Tournament level baseball/softball, flag football, volleyball, soccer, lacrosse, adult softball, coed softball, adult kickball, pickleball.

Provide recreation programs at Veteran's Park as appropriate. New programs options will need to approved by the Parks & Facilities Superintendent. List of programs shall include but not be limited to: T-Ball, Baseball, Softball, Travel baseball/softball, Tournament level baseball/softball, flag football, volleyball, soccer, lacrosse, adult softball, coed softball, adult kickball, pickleball.

4e. Coordinate the use of the fields with the City of Lake Geneva through a shared calendar such as a google calendar.

Coordinate the use of fields reservation and fees with the Parks & Facilities Superintendent through a shared calendar such as a google calendar.

4h. Tournaments and other rentals at Veteran's Park will be booked through the YMCA. Net proceeds will be shared equally between the City and YMCA. A separate rental agreement will be used. See attached agreement.

For the tournament and rental funds received, we are suggesting the gross proceeds are shared instead of net proceeds and this information is included in the report.

The concession agreement states the Y pays \$2,500.00 by June 1st. Mike Coolidge said that the Y gives us a check in June and October for the proceeds from the tournament. I checked with Laura D. and we received checks May, June and October. Should we include further specification in the programming agreement as to when the Y should provide the check? The current condition stating there is an attached agreement for rentals is confusing. Do we have one? I have not seen a separate rental agreement.

4j. Dispense of watering required for baseball game usage (water supplied by City)

Scoreboards needs to be added to the list of what the City takes care of.

YMCA requirements

Dispense of watering required for baseball game usage (water supplied by City). Dispense of watering required for baseball game usage (water supplied by Utility Commission)

Communication with the City Clerk on schedule of park. [Communication with Parks & Facilities Superintendent on scheduling of park.](#)

4K. The YMCA will ensure that the fields and facilities are used in a reasonable manner by all patrons and invitees of the YMCA. [In the event the organizations/teams who coordinate use of park through the Y, were to damage fields, etc. would not be allowed to continue to utilize the park.](#)

I. YMCA serves as concessionaire for Veteran's Park according to 2 year agreement. See attached agreement. [YMCA serves as concessionaire for Veteran's Park according to 1 year agreement.](#)

We would also like to make an addendum regarding use of the tennis courts at Dunn and Maple Park regarding pickleball. This is due to a conversation Mike C. and I had regarding use of the courts due to the future restriping of the courts to accommodate tennis and pickleball. Something along the lines of coordinated leagues/playing time at the courts being approved through my position (same as Mike C. sharing the tournament calendar) as well as gross proceeds to be split between the city and the Y (same as with baseball tournaments). This is due to Mike and I having a conversation about potential pickleball tournaments.



City of Lake Geneva

Department of Public Works

1065 Carey St.

Lake Geneva, WI 53147

262.248.6644

To: Park Board

From: Samantha Ingo, Superintendent, Parks & Facilities

Park Operations & Programming Update March 2024

- DPW has been delayed with installing trail marker posts at Hillmoor due to the ground being too wet from the snow and rainfall. When the ground dries up the posts will be getting installed.
- Flat Iron Park will be having some grass seed put down next month due to high traffic areas from Winterfest.
- Lake Geneva Lion's Club will be replacing rotting wood on the Lion's Den at Vet's in the upcoming weeks.
- Working with Chief Peters on locations of AEDs in various parks per request of Alderman Fesenmaier.
- Partnered with city arborist, Jon Foster to host an information session at the library regarding what residents can do to help with the spongy moth outbreak as well as preventing damage to young trees due to the cicadas. Over 35 community members were in attendance.
- Collaborating with the library and Tree Board for the Arbor Day Celebration / tree planting on 4/22 at 10:45am at Donian.

Resolution 24-R01

The Common Council of the City of Lake Geneva does hereby establish the following revised schedule of fees, effective January 8, 2024.



SCHEDULE OF FEES

CITY OF LAKE GENEVA, WISCONSIN

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

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

EVENT PERMITS & SHELTER RESERVATIONS (PER POLICY)	
PRIVATE EVENTS	Local Non-Profit Organizations: No Charges for Private Events
PARK USE	\$75 per day
SHELTER RESERVATIONS	
BRUNK PAVILION	\$250 per day
FLAT IRON PARK GAZEBO	\$125 per day
SEMINARY PARK SHELTER	\$75 per day
COBB PARK SHELTER	\$75 per day
STREET USE/CLOSURE	\$75 per day
PARKING RESERVATION WITH PRIVATE EVENTS	\$10 admin fee + daily rate per stall
PUBLIC EVENTS	Non-Profit Organizations: No Charge for Public Events
APPLICATION FEE-IF SUBMITTED AT LEAST 60 DAYS PRIOR TO EVENT	\$100
APPLICATION FEE-IF SUBMITTED AT LEAST 45 DAYS BUT FEWER THAN 60 DAYS PRIOR TO EVENT	\$300
PARK/SHELTER/STREET USE	Cost per day as shown above in Private Events section
PARKING RESERVATION WITH PUBLIC EVENT	\$10 admin fee + daily rate per stall
MESSAGE ESTABLISHMENT	
Investigation	\$50.00 Annual
Transfer	\$50.00
MOBILE HOME PARK LICENSE	\$100.00 Annual
BASEBALL TOURNAMENT PERMIT FEE - VETERAN'S PARK	\$1,000 Security Deposit
Friday Rental	\$150.00
Saturday Rental	\$300.00
Sunday Rental	\$300.00
PARKING STICKERS	
Resident & Non-Resident Residence Owners - Lasts 2 years (even) - 3 hours free parking	4 free per residence each additional \$25.00

Business Owner - 3 hours free parking	\$50.00 Lasts 2 years (even year) \$25.00 for 1 year
Walworth County Resident - 3 hours free parking	\$160.00 Lasts 2 years (even year) \$80.00 for 1 year
Walworth County Resident- Senior Citizen (65 & Older) - 3 hours free parking	\$130.00 Lasts 2 years (even year) \$65.00 for 1 year
Parking Lot Permit	\$400.00 Annual
PARKING RATES	
All Parking Stalls Rate (Monday thru Thursday)	\$2.00 per hour
All Parking Stalls Rate (Friday thru Sunday)	\$4.00 per hour
Reserved Parking Stalls/Contractor Permits	\$10.00 administrative fee Feb 1 - Nov 14: \$20.00 daily per stall Nov 15 - Jan 31: \$10.00 daily per stall
PARKING TICKETS	
Expired Stall (Over 3 hours; Over 5 hours; Over 25 min.)	\$30.00
More than 3 motorcycles	\$30.00
Improper Use or Display of Sticker	\$30.00
Backed into parking stall	\$30.00
Compact Car Only	\$30.00
No Parking Zone	\$30.00
Over the Line	\$30.00
Parking by fire hydrant	\$30.00
Handicap Zone	\$150.00
Parking with Trailer or Trailer alone in Sage Lot D	\$30.00
Parking any Vehicle without a Trailer or with an occupied Trailer in Boat Launch Parking Lot F	\$30.00
LATE FEES	
Expired Stall After 10 days	\$60.00
More than 3 motorcycles After 10 days	\$60.00
Backed into parking stall After 10 days	\$60.00
Compact Car Only After 10 days	\$60.00
No Parking Zone After 10 days	\$60.00
Parking by fire hydrant	\$80.00
Handicap Zone	\$300.00
Second Collection Letter Fee	\$6.00
Vehicle Suspension Release Fee	\$20.00
PUBLIC RECORDS REQUESTS * STATUTORY	
Photocopies (can include hourly wage for gathering data)	\$0.25 per page
Large Plan Set Printing (Larger than 11"X17")	\$1.75 per page
RADON TEST KIT	\$10.00
REISSUE CHECK FEE	\$25.00
RETURNED CHECK FEE (NSF)	\$30.00 each
ROOM TAX LICENSE	\$10.00 Annual
SHOWS, CIRCUS, CARNIVALS	
Circus	\$50.00 per day
Tent Show - Day 1	\$15.00

Tent Show - Each Additional Day	\$10.00
All Other	\$2.00 per day
SIDEWALK CAFÉ PERMIT	\$15.00 per seat Annual
STREET USE PERMIT	\$25.00 nonrefundable application fee
Up to two days	\$40.00
More than two days	\$100.00
TAX EXEMPT REPORT FILING (every other year)	\$20.00
Late Fee	\$20.00
TAXI CAB COMPANY LICENSE	\$50.00 Annual
Each Additional Car	\$25.00
TAXI CAB DRIVER LICENSE	\$25.00 Annual
THEATER LICENSE	
Up to 1,200 seats	\$200.00
Over 1,200 seats	\$275.00
TOURIST ROOMING/SHORT-TERM RENTAL LICENSE	\$400.00 Annual
TRAPPING PERMIT	\$25.00 Annual
CITY HALL MEETING ROOM RENT	\$25 per event

LAKEFRONT		
BEACH (Open Memorial Day thru Labor Day - no glass containers allowed)		
Children age 6 and under		Free
Ages 7 and up		\$10.00 per day
Resident Beach Tags (Maximum 6 per Household)		\$3.00 per tag
Seasonal Pass Ages 7 and up		\$100.00 per year
Beach Bathrooms - Opening/Cleaning		Hourly Rate
BOAT LAUNCH PERMIT		
One-Time Launch	Resident	Non-Resident
Non-Trailer Non-Motor	\$7.00	\$8.00
Less than 20 feet	\$10.00	\$11.00
20 feet to 25 feet 11 inches	\$14.00	\$21.00
26 feet and over	\$16.00	\$24.00
Season Launch Permit	Resident	Non-Resident
Non-Trailer Non-Motor	\$70.00	\$80.00
Less than 20 feet	\$100.00	\$110.00
20 feet to 25 feet 11 inches	\$140.00	\$210.00
26 feet and over	\$160.00	\$240.00
COMMERCIAL BOAT LAUNCH PERMIT	\$1,000 per year (unlimited launches)	

KAYAK LAUNCH FEE	\$5.00
ANNUAL WEST END PIER SLIP, LAGOON SLIP, BUOY, DINGHY, KAYAK AND PADDLEBOARD RACK LEASE PERMITS	<i>Rates may change on an annual basis by the Common Council</i>
WEST-END PIER 24' SLIP	
Resident	\$2,134.00
Non- Resident Property Owner- Dwelling	\$3,354.00
Non-Resident Property Owner- Lot or Rental	\$3,913.00
Non-Resident	\$4470.00
WEST-END PIER 26' SLIP	
Resident	\$2,490.00
Non- Resident Property Owner- Dwelling	\$3801.00
Non-Resident Property Owner- Lot or Rental	\$4,322.00
Non-Resident	\$4,843.00
LAGOON SLIP & BUOY	
Resident	\$920.00
Non- Resident Property Owner- Dwelling	\$1,604.00
Non-Resident Property Owner- Lot or Rental	\$1,920.00
Non-Resident	\$2,236.00
LAGOON PERSONAL WATER CRAFT SLIP	\$1,296.00
DINGHY RAMP	
Resident	\$159.00
Non- Resident Property Owner- Dwelling	\$241.00
Non- Resident Property Owner- Lot or Rental	\$286.00
Non-Resident	\$332.00
KAYAK, & PADDLEBOARD RACKS (7 MONTH RENTAL)	
Resident	\$171.00
Non- Resident Property Owner- Dwelling	\$261.00
Non- Resident Property Owner- Lot or Rental	\$309.00
Non-Resident	\$359.00
RIVIERA SLIPS	\$6,231.00
RIVIERA BUOYS	\$2,857.00
Riviera Slip Extension	\$300.00
Season Launch Pass for Kayaks, Canoes and Paddleboards (non-trailer, non-motor)	\$30.00 per year
RIVIERA LOWER LEVEL CONCOURSE LEASE RATE	\$43.50/Sq Foot
RIVIERA RENTAL RATES (PEAK SEASON- MAY 1- NOVEMBER 30; OFF- PEAK SEASON- DECEMBER 1- APRIL 30) <i>Maximum attendees is 380</i>	Rates below effective January 1, 2023
SOCIAL EVENTS (WEDDINGS, ANNIVERSARIES , ETC)	PEAK SEASON RATES
Resident Friday	\$2,850.00
Resident Saturday	\$3,275.00
Resident Sunday	\$2,750.00
Resident Mon-Thurs	\$1,425.00
Non-Resident Friday	\$5,800.00
Non-Resident Saturday	\$6,750.00
Non-Resident Sunday	\$5,500.00
Non-Resident Mon-Thurs	\$2,400.00
Holiday Surcharge	\$300.00
SOCIAL EVENTS (WEDDINGS, ANNIVERSARIES , ETC)	OFF-PEAK SEASON RATES

Resident Friday	\$2,375.00
Resident Saturday	\$2,850.00
Resident Sunday	\$1,950.00
Resident Mon-Thurs	\$1,425.00
Non-Resident Friday	\$4,750.00
Non-Resident Saturday	\$5,800.00
Non-Resident Sunday	\$3,800.00
Non-Resident Mon-Thurs	\$2,100.00
Holiday Surcharge	\$300.00
RIVIERA RENTAL RATES (PEAK SEASON- MAY 1- NOVEMBER 30; OFF- PEAK SEASON- DECEMBER 1- APRIL 30) <i>Maximum attendees is 380</i>	
Rates below effective January 1, 2024	
SOCIAL EVENTS (WEDDINGS, ANNIVERSARIES, ETC)	PEAK SEASON RATES
Resident Friday	\$3,500.00
Resident Saturday	\$7,750.00
Resident Sunday	\$2,750.00
Resident Mon-Thurs	\$1,425.00
Non-Resident Friday	\$6,000.00
Non-Resident Saturday	\$7,750.00
Non-Resident Sunday	\$5,500.00
Non-Resident Mon-Thurs	\$2,400.00
Holiday Surcharge	\$300.00
SOCIAL EVENTS (WEDDINGS, ANNIVERSARIES, ETC)	OFF-PEAK SEASON RATES
Resident Friday	\$2,375.00
Resident Saturday	\$2,850.00
Resident Sunday	\$1,950.00
Resident Mon-Thurs	\$1,425.00
Non-Resident Friday	\$4,750.00
Non-Resident Saturday	\$5,800.00
Non-Resident Sunday	\$3,800.00
Non-Resident Mon-Thurs	\$2,100.00
Holiday Surcharge	\$300.00
PARKING LOT RESERVATION - LOT B CENTER ST (ONLY AVAILABLE WITH RIVIERA BALLROOM RENTAL)	\$1,300.00/per day
BUILDING & ZONING	
Building	
Minimum permit fee for all building permits	Residential \$65.00 Commercial \$100.00
Residential Construction:	
One & Two family & attached garage (new, addition and alterations)	\$0..33 / sq. ft. New Single Family Construction \$1,000.00 Minimum
Accessory buildings & garages	\$0.25 / sq. ft.
Decks	\$0.15 / sq. ft., or \$65.00 Minimum
Roofing and Siding	\$65.00
Commercial Construction:	

Residences - Apartments, Three family & over, Row Housing, Multiple Family Dwellings, Institutional (new, addition and alterations)	\$0 .33 / sq. ft. New Commercial Construction \$1,500.00 Minimum
Local Business, Office Building (new, addition or alteration)	\$0.30/ sq. ft.
Manufacturing or Industrial (new, addition or alteration)	\$0.30 / sq. ft.
Commercial , structures, alterations, residing, reroofing, repairs, where square footage cannot be calculated	\$10.00 / \$1,000.00 valuation
Plan Examination:	
One and Two Family Residence	\$150.00
Apartments, Three Family Residence, Row Housing, Multiple family Building State Approved Plans	\$180.00 plus \$10.00 /unit
Commercial, Industrial, Institutional & Additions State Approved Plans	\$350.00
Without state approved plans	\$150.00
Heating Plans, Energy Calculations, or Lighting Plans submitted separately	\$125.00/ Plan
Additions, Alterations to 1 & 2 Family Dwellings	\$75.00
Accessory building over 240 sq. ft., and decks for 1 & 2 family dwellings	\$40.00
Wisconsin Uniform Building Permit Seal	\$45.00
Occupancy Permit (including commercial tenant change)	\$65.00/Residential \$100.00/Commercial & Industrial
Temporary (6 months or less Commercial only)	\$75.00
Permit Renewal (6 month extension or less)	\$200.00 Commercial \$65.00 Residential
Heating and Air Conditioning:	
Heating and Air Conditioning Distribution Systems	\$4.00/ 100 sq. ft. of conditioned area with a minimum fee of \$65.00
New Residential Heating	\$125.00 first unit, \$65.00 each additional unit.
Replacement Residential Heating	\$65.00 / unit
Commercial New or Replacement Heating	\$150.00/ unit, up to and including 150,000 BTU units. Additional fee of \$20.00 / each 50,000 BTU fraction thereof up to a maximum of \$900.00 / unit.
Residential Air Conditioning - Other than Wall Units (new or replacement)	\$65.00 / unit
Commercial Air Conditioning - Other than Wall Units (new or replacement)	\$150.00/ unit up to 5tons or 60,000 BTU's. Additional fee of \$20.00 each ton or 12,000 BTU's or fraction thereof up to a maximum of \$900.00 / unit
Permanently installed Wall unit (example - Fireplace, wall pack)	\$65.00 / unit
Commercial/Industrial Exhaust Hoods and Exhaust Systems	\$75.00
Plumbing Permit:	

Fixture Count	\$17.00/ fixture, drain or device, \$65.00 Minimum
Water Main	\$1.00 / lineal foot of sewer or private water main, \$65.00 Minimum
Sanitary Sewer	\$1.00 / lineal foot of sewer or private water main, / \$9.00 per manhole \$65.00 Minimum
Storm Sewer	\$1.00 / lineal foot of sewer or private water main / \$12.00 per manhole or basin \$65.00 Minimum
Exterior Grease Trap	\$100.00
Electrical:	
Residential Minimum	\$65.00 minimum.
New Residential Service	\$100.00/ Service First 200 Amps, \$25.00 each additional 100 Amps.
Residential Service Update	\$100.00/ Service
Residential Sub-Panel	\$65.00/ Panel
Residential Generator	\$75.00 (includes gas piping)
Temporary Electrical Service	\$100.00 up to 200 Amps. \$25.00 each additional 100 Amps.
Commercial Electrical Minimum	\$150.00 Minimum
Commercial Electrical Re-Inspections	\$150.00/ Inspection
Commercial Service (New or Update)	\$150.00 First 200 Amps, \$25.00 each additional 100 Amps.
Commercial Sub-Panel	\$50.00 First 100 Amps, \$10.00 each additional 100 Amps.
Commercial Generator	\$150.00 (included gas piping)
Commercial Low Voltage	\$1.00/ Device, \$100.00 Minimum
Commercial Exterior Light Fixture Replacement	\$100.00 per site
Residential Electrical Permit - for minor installations with fees not exceeding \$5.00, the permit fee may be waived by the inspector.	\$0.12 / sq. ft. of area served, \$65.00 minimum.
Commercial Electrical Permit - for minor installations with fees not exceeding \$5.00, the permit fee may be waived by the inspector.	\$0.12 / sq. ft. of area served, \$150.00 minimum.
Erosion control fees:	
New One and Two Family Buildings	\$125.00 / lot
One and Two Family Additions and Accessory Structures	\$65.00
Multi-Family Residential, Commercial, Industrial and Institutional	\$180.00/Building, plus \$5.00/1,000 sq. ft. disturbed lot area up to \$2,000.00 max.
Zoning	
Zoning Permit	\$65.00

Temporary Use (per Section 98-906)	\$65.00
Zoning Verification Letter	\$65.00
Sign Permit (per Section 98-907)	\$65.00 minimum or \$0.35/ sq ft of sign area
Early Start Permit to start construction	\$125.00 (1-2 family) \$250.00 (all others)
Fuel Tanks	\$75.00 administrative fee/ tank for installation or removal
Wrecking or Razing- Building Inspector may waive the fee if the structure is condemned	\$100.00 (One or two family residences and accessory Structure over 250 sq ft)
Commercial/ Industrial Razing	\$350.00
Moving buildings over public right-of-ways	\$250.00 plus \$0.03/ sq ft
Special Inspections and Reports	\$150.00/ inspection report
Text Amendment (per Section 98-902)	\$400.00
Zoning Map Amendment (per Section 98-903)	\$400.00
Certified Survey Map (CSM)	For each new Residential Lot Created: \$400.00 For each new Commercial Lot Created: \$200.00
Extra Territorial Zoning (CSM)	\$150.00
Plat Renewal	\$150.00
Conditional Use (per Section 98-905)	\$400.00
Site Plan (per Section 98-908)	\$100.00
Variance (per Section 98-910)	\$400.00
Interpretation (per Section 98-911)	\$400.00
Appeal (per Section 98-912)	\$150.00
PD Zoning Map Amendment (Includes 1 PIP Review)	\$400.00
PIP Review	\$750.00
Filing or Recording fee with City Clerk, plus actual recording fee	\$400.00
Triple Fees: Upon failure to obtain a permit before work on a building has been started, except in emergency cases, the total fee shall be triple the total fees charged.	\$10.00
NOTE: Fees shall be charged on gross square footage defined as follows: The exterior dimensions, including attached garage and each floor level	
NOTE: In determining costs, all construction shall be included with the exception of heating, air conditioning, electrical or plumbing work.	
NOTE: All fee amounts shall be rounded up to the next full dollar amount.	
NOTE: An additional fee for plan review may be assessed at the time of application for renewal of the permit.	
* Base fee may be modified by Subsection (4) of Section 98-935, Fees of the Zoning Code	

CEMETERY FEES	
Opening Grave - Weekdays (Full Burial)	\$675.00
Opening Grave - Saturdays (Full Burial)	\$800.00
Opening Grave - Weekdays (Cremation)	\$450.00
Opening Grave - Saturdays (Cremation)	\$525.00
Two cremations buried in same grave at one time	\$100.00 extra charge
Opening Grave - Weekdays - Baby Under 1 Year	\$200.00
Opening Grave - Saturdays - Baby Under 1 Year	\$300.00
Grave (50% Perpetual Care)	\$650.00
Grave - Single Cremation (50% Perpetual Care)	\$400.00
Grave - Double Cremation (50% Perpetual Care)	\$500.00
Columbarium Niche (includes opening & inurnment) (\$200 Perpetual Care)	\$1,200.00 \$1,000.00 bottom row
2 nd Inurnment if Niche allows for two	\$150.00 additional
Niche Door Inscriptions	\$240.00
Frost Charges (November 1 to March 15)	\$75.00
Stake Out Fee for Foundations	\$50.00
Foundation Charges	\$0.40 per square inch
Use of Cemetery for Functions	20% of Gross Receipts
POLICE DEPARTMENT FEES	
FINGERPRINTING	
City Residents	\$15.00
Individuals employed in business in city limits or working for city licensed business	\$15.00
Non-Residents	\$60.00
PUBLIC WORKS FEES	
CONSTRUCTION PERMIT FEE	
Curb Cut/Driveway Approach Fee	\$25.00
Right-of-Way Excavation Fee	\$60.00
Storm Sewer Connection Fee	\$25.00
Sanitary Sewer Connection Fee	\$25.00
Special brush, limb and refuse pick-up	\$24.00 per 15 minutes
Dumpster Delivery	\$50.00 per dumpster
Dumpster Pick-up	\$50.00 plus additional landfill fees

FIRE DEPARTMENT FEES	
Fees for Apparatus and Personnel	1 hour minimum and fractions thereafter on hourly rates

	unless stated otherwise
Chief, Deputy Chief or Assistant Chief	\$26.00/hr.
Fire and EMS Personnel	\$26.00/hr.
Engine/Squad	\$550.00/hr.
Truck (aerial apparatus)	\$875.00/hr.
Brush Truck	\$300.00/hr.
Air Boat	\$300.00/hr.
Technical Rescue and Utility	\$500.00/hr.
Chief, Deputy Chief, Assistant Chief, or Command Vehicle	\$50.00/hr.
Utility	\$50.00/hr.
Ambulance	\$270.00/hr.
Paramedic Intercept Fee (Option a OR b)	
a. Flat Rate Billed to Requesting Municipality	\$400.00
b. Shared Revenue from Requesting Municipality	50% Monies Received
EMS First Responder and Transport Fees	
Residents Fee	\$150.00 per call
Non-Resident Fee	\$200.00 per call
Ambulance Transport Fee Schedule	
Advanced Life Support Base Rate	\$1,300.00
Advanced Life Support Base Rate (ALS2)	\$1,300.00
Advanced Life Support Base Rate (Intercept)	\$1,300.00
Advanced Life Support Base Rate (Intercept ALS2)	\$1,300.00
Equal Level Staffing Mutual Aid	\$300.00
Basic Life Support Base Rate	\$1,100.00
Mileage Charge	\$20.00 per mile
Supplies used fee	-
Oil Dry	\$10.00 per bag
Class A, B, or AB Firefighting Foam	\$30.00/gallon
Fees Relating To Permits Required	
Fire pit burn permit	\$15.00 each fire or \$50.00 yr
Fireworks permit	\$50.00
Burning permits	\$50.00
Key box processing fee	\$10.00
Operational Permit	\$75.00
Fees Relating To Fire Protection Systems	
Basic system Review Fee is charged for systems without hydraulic calcs	\$250
Fire Sprinkler, Fire Control and/or Fire Suppression system plan review with one set of hydraulic calculations. (Fee is charged for each separate floor and /or area of building per system and review.)	\$350.00

Verifications of Additional Hydraulic Calcs (fee is charged for each additional set of hydraulic calculations required by the AHJ)	\$200.00
Additional review of same system. (Fee applies to all re-submittals.)	\$350.00
Site inspection during installation 2 hour minimum Note: system may not be concealed prior to inspection. Inspections are required for all systems.	\$90.00/hr.
Modifications to existing systems	
Min. fee per system without hydraulic calcs	\$100.00
Fee per sprinkler up to 15 sprinklers w/o calcs	\$20.00 ea.
Fee per sprinkler up to 15 with calcs	\$200.00
Fire Pumps per review	\$350.00
Fire prevention inspection fee schedule:	
Residential Building Type:	
4 to 36 units	\$10 per unit per year
37 to 60 units	\$400 per year
61 to 99 units	\$450 per year
100 units and above	\$500 per year
Commercial:	
Under 1,000 square feet	\$50
1,000 to 4,999 square feet	\$100
5,000 to 24,999 square feet	\$150
25,000 to 99,000 square feet	\$200
100,000 to 174,999 square feet	\$400
175,000 to 249,999 square feet	\$700
Industrial:	
Under 5,000 square feet	\$100
5,000 to 24,999 square feet	\$200
25,000 to 99,000 square feet	\$300
100,000 to 174,999 square feet	\$500
175,000 to 349,999 square feet	\$800
Additional conditions: (a) The fee for hotels and motels shall be the same as for residential property, except that the fee shall be calculated on a per room basis. (b) Square footage refers to the total floor area of any building or structure. (c) Inspection fees shall be charged to the property owner. Any fees unpaid by November 1 of each year shall be entered upon the tax roll as a special charge against the property and all proceedings in relation to the collection, return, and sale of the property for delinquent real estate taxes, shall apply to the inspection fee.	
Sprinkler system underground mains	
0-200 feet	\$100.00
201-999 feet	\$150.00
1000 or more	\$300

Fire hose standpipe connections	\$25.00 each
Other fire protection systems (hood, wet & dry chem.)	\$350.00
Fire alarm systems per control panel	\$300.00
Fire Alarm system manual pull stations, initiating and annunciation devices; this includes audible and/or visual devices; smoke, heat, flame, ionization, photoelectric detectors, water flow devices and all monitoring devices per review.	\$75.00 up to 3 \$12.00 each additional
Witness of all required tests – 2 hour minimum	\$180.00/hr.
Inspection during installation	\$90.00/hr.
Fire protection Consulting on systems and or for occupancies or permits	\$90.00/hr. 1 Hour Minimum

Adopted this 8th day of January, 2024.