



FINANCE, LICENSE & REGULATION COMMITTEE

MONDAY, JANUARY 9, 2012 – 6:00 PM

COUNCIL CHAMBERS, CITY HALL

AGENDA

1. Call to Order
2. Roll Call
3. Approve Special Finance, License and Regulation Committee Meeting minutes of December 28, 2011, Regular Finance, License and Regulation Committee minutes of December 12, 2011, as published and distributed
4. 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.
5. **ORDINANCES**
 - A. **First reading of Ordinance 12-01, amending the closing hours for alcohol beverage retailers**
 - B. **First reading of Ordinance 12-02, amending Chapter 62, Streets, Sidewalks and Other Public Places of the Lake Geneva Municipal Code, establishing a “sidewalk café” permit**
6. **LICENSES & PERMITS**
 - A. Temporary “Class B”/Class “B” License application for the sale of fermented malt beverages and wine at St. Francis De Sales Church, 148 W. Main Street, Lake Geneva, for Italian Festival on January 28, 2012
 - B. Amendment of “Class B”/Class “B” Intoxicating Liquor and Fermented Malt Beverage License for outside premises extension filed by Capital Geneva LLC, d/b/a Sprecher’s Restaurant & Pub, 111 Center Street, Stephen J. Schroeder, Agent
 - C. Street Use Permit Application filed by Genoa City Lions Club for Harley Davison Raffle using the Northwest corner of Hwy 50 and Hwy 120 from April through July 2012 (weekends and holidays), from 6:00am to 6:00pm (*continued 12/12/11*)
 - D. Park Permit application filed by Duffy Nottestad Memorial Fund Inc. for “5th Annual Duffy Nottestad Fishing Derby” event at the beach, from 8:00am to 4:00pm on January 28, 2012 (*recommended by Board of Park Commissioners 1/4/12*)
7. Discussion/Recommendation on funding of 911 system repairs in the amount of \$2,210.00 (*recommended by Police & Fire Commission 12/08/11*)
8. Discussion/Recommendation on funding for limited-term employee for the Police Department (*recommended by Police & Fire Commission 12/08/11*)

9. Discussion/Recommendation on Memorandum of Understanding between Lake Geneva Fire Department and Paratech Ambulance Services, Inc. relating to ambulance back-up to the Town of Geneva (*recommended by Police & Fire Commission 12/08/11*)
10. Discussion/Recommendation on purchase of one-ton dump truck with dump box, plow and salter for the cemetery (*Aldermen Krohn and O'Neill*)
11. **Presentation of Accounts**
 - A. Purchase Orders
 - B. Prepaid Bills in the amount of \$2,549.95
 - C. Regular Bills in the amount of \$124,435.71
12. **Closed Session**

Motion to go into Closed Session pursuant to Wis. Stat. 19.85 (1)(b) for considering licensing of Nathaniel Holden by a board or commission or the investigation of charges against such person and the taking of formal action on any such matter (City Attorney Draper)
13. Motion to return to open session pursuant to Wisconsin Statutes 19.85 (2) and take action on any items discussed in Closed Session
14. 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.

1/6/2012 3:00PM

cc: Committee Members: Alderman Krause, Hartz, O'Neill, Krohn, Marsala; Mayor & remaining Council, Administrator, City Clerk, Department Heads, Attorney, Treasurer

FINANCE, LICENSE & REGULATION COMMITTEE

MONDAY, DECEMBER 12, 2011 - 6:00PM

COUNCIL CHAMBERS, CITY HALL

Chairman Krause called the meeting to order at 6:00pm

Roll Call. Present: Aldermen Krohn, O'Neill, Hartz, Marsala, and Krause. Also Present: Comptroller Pollitt, Administrator Jordan, and City Clerk Hawes.

Approval of Minutes

Hartz/Marsala motion to approve Finance, License and Regulation Committee minutes of November 28, 2011, as distributed. Unanimously carried.

Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda except for public hearing items. Comments will be limited to 5 minutes. None.

RESOLUTIONS

Resolution 11-R68 a resolution to create a capitalization threshold for all capital assets, with a life of more than one year, at \$5,000

Comptroller Pollitt said that the City's auditors have indicated that the City's current capitalization threshold of \$1,000 is unusually low compared to other municipalities. Comptroller Pollitt said that this is the threshold for tracking capital assets, like vehicles and large pieces of equipment and accounting for depreciation. The auditors suggested that a threshold between \$3,000 to \$5,000 was more typical for communities. Ms. Pollitt recommended changing it to \$5,000. Alderman O'Neill asserted that it was important that the City keep records on all equipment, even the items that are valued under \$5,000. Administrator Jordan said that the City will continue to maintain an inventory of assets valued at \$1,000 and over.

Hartz/Marsala motion to forward to Council for approval. Unanimously carried.

Resolution 11-R69 a resolution to amend the 2011 TID Fund Budget

Administrator Jordan said that the Council recently approved two projects that were not yet added to the TID budget. He stated that Resolution 11-R69 would appropriate \$14,000 to the TID budget for the 2011 tree replacement program and \$231,000 to the TID maintenance and repair account for the Maple Park and Dunn Field tennis courts reconstruction.

Hartz/Marsala motion to forward to Council for approval. Alderman O'Neill asked about the purpose of the maintenance and repair account. Administrator Jordan indicated that it is to fund both ongoing and future maintenance work within the TID. He said that once the TID is closed, there will be funds allocated from the TID for future maintenance. Unanimously carried.

Resolution 11-R70 a resolution to appoint Election Inspectors for the term January 1, 2012 until December 31, 2013

City Clerk Hawes stated that Resolution 11-R70 fulfills a statutory requirement for municipalities to appoint a list of election inspectors every two years. The proposed list of inspectors includes all of the individuals who indicated they would be willing to work at elections in 2012 and 2013. The list also includes election inspector nominees from the Democratic and Republican parties. Mr. Hawes said that the list of inspectors could fluctuate throughout the two years if individuals are unable to work at the elections or do not attend the training.

Marsala/O'Neill motion to forward to Council for approval. Unanimously carried.

LICENSES & PERMITS

Original "Class A" Intoxicating Liquor and Class "A" Fermented Malt Beverage License Application for Quick N Save LLC, 1231 Grant Street, Lake Geneva, Jatinder Pal Singh, Agent

City Clerk Hawes indicated that the applicant will be the new owner of an existing gas station and convenience. He said that per State statute, the applicant is not required to pay the initial license fee because he is acquiring the business through a receivership.

Hartz/Krohn motion to forward to Council for approval. Chairman Krause asked that the City Clerk ensure that future maps of premises that are submitted with license applications include cardinal directions. Unanimously carried.

Street Use Permit Application filed by Genoa City Lions Club for Harley Davison Raffle using the Northwest corner of Hwy 50 and Hwy 120 from April through July 2012 (weekends and holidays), from 6:00am to 6:00pm

Chairman Krause stated that the applicant is requesting to use two parking stalls on weekends and holidays between April and July to hold a raffle and raise money for the Genoa City Lions Club. He said that the City Clerk contacted the applicant to make them aware of the parking rate increase that will take effect next year. Administrator Jordan said that the request is for about 32 total days, which would amount to approximately \$640 in parking fees.

Alderman Hartz expressed concern with allowing a group from outside of the City of Lake Geneva to use this particular location for this length of time. He asked what would happen if another non-profit group wished to use this location or a location nearby. He suggested that Oktoberfest and Venetian Fest were more appropriate events for groups and vendors to raise money. Chairman Krause stated that this particular applicant has been approved for this permit in past years because there no other groups have requested a permit for this type of activity. Alderman Krohn asked whether the Genoa City Lions Club paid all of their meter fees in past years. Krohn/Marsala motion to suspend the rules to allow the applicant to address the Committee. Unanimously carried.

William Thornburgh, N1798 North Daisy Drive, Genoa City spoke to the Committee on behalf of the Genoa City Lions Club. He stated that in past years they pay for the meters between 9 a.m. and 6 p.m. On three occasions, they received parking tickets and the tickets were paid in a timely manner. Mr. Thornburgh said that the Genoa City Lions Club has been holding the raffle in Lake Geneva for 19 years and that they consider the Lake Geneva area part of their home. He indicated that they do not hold the raffle on days with inclement weather. Mr. Thornburgh also provided background information on the Lions Club and described the various causes that the organization supports.

Chairman Krause said that the Committee could consider a flat rate to charge up-front for the parking fees. O'Neill/Krohn motion to forward to Council for approval with a flat-rate charge of \$650 for parking in the two stalls. Alderman Marsala asked who would monitor the number of rainy days and whether that would be accounted for in the parking fee charge. Alderman Hartz suggested that allowing the raffle to occur in the parking stalls would conflict with the City's ordinances about using signage in parking stalls. City Attorney Draper said that the City has an ordinance that prohibits using a vehicle in a parking space for advertising purposes. Alderman Marsala expressed uneasiness about approving a permit for something that would be in conflict with an ordinance. Chairman Krause said that the difference with this particular applicant is that it is for a non-profit purpose. He suggested that the item be tabled. Motion withdrawn.

Krause/Krohn motion to table to the January 9, 2012 meeting. Alderman O'Neill stated that Committee should consider whether the Genoa City Lions Club has already purchased the Harley motorcycle that would be raffled. Motion carried by vote of 4-1, with Alderman Hartz opposed.

Original Massage Establishment application for Salon 180 (new owner), 706 W. Main Street, Lake Geneva

Hartz/Marsala motion to forward to Council for approval. Unanimously carried.

Original Operator License applications filed by Barbara Findlay, Tanya Peterson and Marisa Fellmeth

Marsala/Krohn motion to forward to Council for approval. Unanimously carried.

Discussion/Recommendation on insurance reimbursement to the Library

Administrator Jordan stated that the City received a \$90,633.51 reimbursement from its insurer in 2009 for the embezzlement that occurred at the library. He said that these funds had been kept by the City in its general account but the reimbursement should have been given to the library to replenish its losses. Mr. Jordan said that staff is recommending to transfer the \$90,633.51 to the library at this time.

Krause/Hartz motion to forward to Council for approval. Chairman Krause stated that as a liaison on the Library Board, he has seen how this situation has impacted the library and caused budget shortfalls. He said that this money never should have gone to the City. Alderman O'Neill asked whether these funds will be transferred from the City's general fund. Comptroller Pollitt confirmed that they would. Motion carries by vote of 3-2, with Aldermen Krohn and O'Neill opposed.

Discussion/Recommendation on CD reinvestment

Comptroller Pollitt reported that the City's CD with M&I Bank matures on December 21, 2011. Comptroller Pollitt stated that the rate will be dropping from 1.25% to 0.30%, due to economic conditions. She recommended renewing the CD with M&I Bank for a nine-month term.

Krause/Marsala motion to forward to Council for approval. Unanimously carried.

Discussion/Recommendation on request to pre-pay bills before December 31, 2011

Comptroller Pollitt stated that by allowing staff to pre-pay all bills before December 31, 2011, it would save staff the time from having to accrue payments made in 2012 back to 2011. Alderman Hartz expressed concern with pre-paying the bills, as a matter of fiduciary responsibility. Comptroller Pollitt acknowledged the concern and stated that staff will proceed with pre-paying bills within the City's policy and ask for approval of the remaining bills at the Council meeting in January. No action taken.

Presentation of Accounts

Hartz/Marsala motion to recommend approval of Prepaid Bills in the amount of \$6,933.87. Unanimously carried.

Marsala/Hartz to recommend approval of Regular Bills in the amount of \$215,303.06. Unanimously carried.

Closed Session

Krause/Hartz motion to go into Closed Session pursuant to Wis. Stat. 19.85 (1)(b) for considering licensing of Patrick Shaff by a board or commission or the investigation of charges against such person and the taking of formal action on any such matter.

Roll call: Hartz, Marsala, Krohn, O'Neill and Krause voted "yes". Unanimously carried.

Hartz/O'Neill motion to return to open session pursuant to Wisconsin Statutes 19.85 (2) and take action on any items discussed in Closed Session

Roll call: Hartz, Marsala, Krohn, O'Neill and Krause voted "yes". Unanimously carried.

Hartz/Marsala motion to recommend approval of the Original Operator License application for Patrick Shaff. Unanimously carried.

Adjournment

Hartz/Krohn motion to adjourn 7:11pm. Unanimously Carried.

/s/ Michael D. Hawes, City Clerk

FINANCE, LICENSE & REGULATION COMMITTEE

MONDAY, DECEMBER 28, 2011 - 5:00PM

COUNCIL CHAMBERS, CITY HALL

Chairman Krause called the meeting to order at 5:00pm

Roll Call. Present: Aldermen Krohn, O'Neill, Hartz, Marsala, and Krause. Also Present: Comptroller Pollitt, Administrator Jordan, and City Clerk Hawes.

Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda except for public hearing items. Comments will be limited to 5 minutes. None

RESOLUTIONS

Resolution 11-R71 a TID budget resolution transferring \$14,000.00 from the Applications of Prior Year Appropriations Account into the Tree Replacement Program Account, for the purchase of TID trees

Marsala/Hartz motion to forward to Council for approval. Administrator Jordan stated that the Council had previously approved the contract with Dan Larsen Landscaping for the TID trees. Alderman O'Neill suggested that the funding for the project should have been approved before the planting of the trees took place. Comptroller Pollitt indicated that the Council approved the contract for the project and that Resolution 11-R71 is being considered at this time in order to pay the bill. Alderman O'Neill felt that the contract approval did not include the funding mechanism. Unanimously carried.

Resolution 11-R72 a budget resolution transferring \$90,633.51 from the Applications Prior Year Appropriations Account into the Library Insurance Reimbursements Account, for insurance claim reimbursement

Hartz/Marsala motion to forward to Council for approval. Alderman O'Neill expressed opposition for transferring the funds to the Library, suggesting that the management staff of the Library was partly at fault for failing to detect the embezzlement, therefore, the Library did not deserve to be reimbursed. Chairman Krause said that fraudulent behavior can happen anywhere and is not always quickly detected. He indicated that the Library has since implemented new measures and controls to help prevent this type of activity from occurring in the future. Alderman Hartz said that reimbursing would be in the best interest of the public and the patrons of the Library. Alderman Marsala asked about the restitution that would be paid back. Chairman Krause stated that these funds could be kept in the general fund and appropriated at a future time. Comptroller Pollitt indicated that the City has received nominal restitution funds. Motion carried 4 to 1, Alderman O'Neill opposed.

Resolution 11-R73 a resolution for a PPA/HEART/WRERA Amendment to the Security Benefit Plan

Administrator Jordan stated that the City received a letter from Retirement Plan Advisors, the vendor that administers the deferred compensation plan for City employees. The letter outlined requirements for amending the plan in order to meet new changes in federal law. Mr. Jordan stated that the plan is fully funded by employees and its participation is voluntary. Alderman O'Neill asked if staff considered other options for amending the plan. Administrator Jordan said that staff has selected the vendor's recommended changes because the vendor has more expertise on the matter to make an informed recommendation. Hartz/Marsala motion to forward to Council for approval. Carried 5-0.

Presentation of Accounts

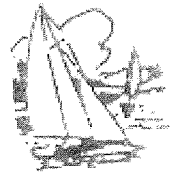
Marsala/Krohn motion to recommend approval of Prepaid Bills in the amount of \$8,578.73. Unanimously carried.

Marsala/Hartz motion to recommend approval of Regular Bills in the amount of \$143,732.86. Unanimously carried.

Adjournment

Hartz/Marsala motion to adjourn at 5:15 pm. Unanimously Carried.

/s/ Michael D. Hawes, City Clerk



REGULAR CITY COUNCIL MEETING
MONDAY, JANUARY 9, 2012 – 7:00 PM
COUNCIL CHAMBERS, CITY HALL

AGENDA

1. Mayor Connors calls the meeting to order
2. Pledge of Allegiance – Alderman Kupsik
3. Roll Call
4. Awards, Presentations, and Proclamations
5. Re-consider business from previous meeting
6. Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda, except for public hearing items. Comments will be limited to 5 minutes.
7. Acknowledgement of Correspondence
8. Approve Special City Council Meeting minutes of December 28, 2011, Regular City Council Meeting minutes of December 12, 2011, as published and distributed
9. **Finance, License and Regulation Committee Recommendations – Alderman Krause**
 - A. **ORDINANCES**
 - 1) **First reading of Ordinance 12-01, amending the closing hours for alcohol beverage retailers**
 - 2) **First reading of Ordinance 12-02, amending Chapter 62, Streets, Sidewalks and Other Public Places of the Lake Geneva Municipal Code, establishing a “sidewalk café” permit**
 - B. **LICENSES & PERMITS**
 - 1) Temporary “Class B”/Class “B” License application for the sale of fermented malt beverages and wine at St. Francis De Sales Church, 148 W. Main Street, Lake Geneva, for Italian Festival on January 28, 2012
 - 2) Amendment of “Class B”/Class “B” Intoxicating Liquor and Fermented Malt Beverage License for outside premises extension filed by Capital Geneva LLC, d/b/a Sprecher’s Restaurant & Pub, 111 Center Street, Stephen J. Schroeder, Agent
 - 3) Street Use Permit Application filed by Genoa City Lions Club for Harley Davison Raffle using the Northwest corner of Hwy 50 and Hwy 120 from April through July 2012 (weekends and holidays), from 6:00am to 6:00pm (*continued 12/12/11*)
 - 4) Park Permit application filed by Duffy Nottestad Memorial Fund Inc. for “5th Annual Duffy Nottestad Fishing Derby” event at the beach, from 8:00am to 4:00pm on January 28, 2012 (*recommended by Board of Park Commissioners 1/4/12*)

- C. Discussion/Action on funding of 911 system repairs in the amount of \$2,210.00 (*recommended by Police & Fire Commission 12/08/11*)
- D. Discussion/Action on funding for limited-term employee for the Police Department (*recommended by Police & Fire Commission 12/08/11*)
- E. Discussion/Action on Memorandum of Understanding between Lake Geneva Fire Department and Paratech Ambulance Services, Inc. relating to ambulance back-up to the Town of Geneva (*recommended by Police & Fire Commission 12/08/11*)
- F. Discussion/Action on purchase of one-ton dump truck with dump box, plow and salter for the cemetery (*Aldermen Krohn and O'Neill*)

10. Plan Commission Recommendations – Alderman Hartz

- A. **Resolution 12-R01, authorizing the issuance of a Conditional Use Application filed by Kocourek Property Holdings LLC, 880 S. Lake Shore Drive, Lake Geneva, WI, 53147, for a Group Development in the Central Business zoning district at 269 Broad Street, Tax Key No. ZOP 00262, including all staff recommendations.**
- B. Precise Implementation Plan filed by Parkside Management Services LLC, 5215 Old Orchard Road Suite 860, Skokie, IL 60077-1045, to allow for a senior living facility that includes 110 independent, assisted and memory care units near N. Bloomfield Road and Southland Farms Drive, Tax Key No. ZSF 00074, allowing the Fire Chief to review the cul de sac radiuses and exit points
- C. Discussion/Action on request by Windstream Wireless for the location of underground conduit to be placed through the City of Lake Geneva within the road right of way (*recommended 12/19/11*)

11. Discussion/Action on razing of property at 943 Marshall Street (*City Attorney Draper*)

12. Presentation of Accounts – Alderman Krause

- A. Purchase Orders
- B. Prepaid Bills in the amount of \$2,549.95
- C. Regular Bills in the amount of \$124,435.71

13. Closed Session

Motion to go into Closed Session pursuant to Wis. Stat. 19.85 (1)(b) for considering licensing of Nathaniel Holden by a board or commission or the investigation of charges against such person and the taking of formal action on any such matter (City Attorney Draper); and pursuant to Wis. Stat. 19.85 (1)(e) for competitive bargaining reasons for the union negotiations update (Administrator Jordan); and pursuant to Wis. Stat. 19.85 (1)(g) to confer with legal counsel who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation which it is or is likely to become involved in re: Village of Bloomfield Incorporation (City Attorney Draper)

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

15. 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.

1/6/2012 3:00PM

cc: Aldermen, Mayor, Administrator, Attorney, Department Heads

REGULAR CITY COUNCIL MEETING
MONDAY, DECEMBER 12, 2011 – 7:00 PM
COUNCIL CHAMBERS, CITY HALL

Mayor Connors called the meeting to order at 7:12pm.

The Pledge of Allegiance was led by Alderman Kehoe.

Roll Call. Present: Aldermen Krause, Hartz, Mott, Marsala, Kehoe, Kupsik, Krohn, and O'Neill. Also present: Administrator Jordan, City Attorney Draper, and City Clerk Hawes.

Awards, Presentations, and Proclamations

Mayor Connors commended Lake Geneva resident Sal Dimiceli for finishing as a top 10 finalist in the 2011 CNN "Heroes" event.

Re-consider business from previous meeting. None.

Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda, except for public hearing items. Comments will be limited to 5 minutes.

Raymond Ring, 951 S Lake Shore Drive, addressed the Council as acting secretary of Victorian Square in regard to the second reading of Ordinance 11-34. Mr. Ring asked that the private drive requirements not be enforced until April 1, 2012. He suggested that enforcing it January 1, 2012 would not provide adequate notice to over 30 single-family home dwellers that would be affected. Mr. Ring also noted that 14 of the 16 private drives that have been identified are located within the 2nd aldermanic district. He asked that the City investigate whether there are private drives in the other districts that should be accounted for.

Acknowledgement of Correspondence

City Clerk Hawes acknowledged that the City received a letter from George Hennerley, President of the Chamber of Commerce expressing appreciation for the City's assistance with the Christmas Parade on December 3, 2011.

Approval of Minutes

Mott/Kupsik motion to approve the Special City Council Meeting minutes of November 21, 2011 and Regular City Council Meeting minutes of November 28, 2011, as published and distributed. Unanimously carried.

Second Reading of Ordinance 11-34, establishing minimum standards for private drives

Hartz/Marsala motion to approve Ordinance 11-34. Alderman Hartz stated that the ordinance would establish minimum requirements that must be met for private drives in order to be eligible to receive City services. He said that standards would help prevent damage to City equipment as services are provided on these roads. Alderman Kehoe asked about how affected residents would be notified of the minimum standards. Administrator Jordan stated that a letter has been drafted and will be sent to affected property owners along with a copy of the ordinance and hold harmless agreement. Alderman Kupsik asked about the time frame for notifying these individuals. Administrator Jordan noted that the Council originally intended for the ordinance to go into effect on January 1st. He was hoping that the letters to property owners would have been mailed out sooner, however, he wanted to wait until the ordinance was first approved by the Council. Mayor Connors suggested that the Council set an effective date that would allow for a 30-to-60 day notice to affected property owners.

Hartz/Krause motion for an amendment to include an effective date of March 15, 2012. Alderman Hartz suggested that this would provide time for affected property owners to consult with their neighborhood associations and attorneys, if necessary. Roll Call: Krause, Hartz, Kupsik and O'Neill voted "yes." Mott, Marsala, Kehoe and Krohn voted "no." Tiebreaker: Mayor Connors voted "no." Amendment failed by vote of 5 to 4.

Alderman Mott suggested that the purpose of considering the ordinance at this time was to avoid plowing snow on all of the private drives this winter. He said that if the Council makes the effective date of the ordinance March or April it

would not address this season's snow removal process. Alderman Marsala suggested that it isn't legal to use City funds to provide City services on private roads.

Marsala/Krohn motion for an amendment to include an effective date of February 15, 2011. Alderman Marsala suggested that 60 days would be an adequate amount of time to give property owners notice of the minimum standards. Alderman Mott said that this would be in the middle of the snow season, which would defeat the purpose of trying to implement the change before the snow season. Alderman Kupsik suggested that February 15th would not give property owners enough time to make arrangements with contractors, especially the property owners who are out of town during the holidays. Alderman Kehoe noted that by the time property owners would receive the letter, it would be less than a 60-day notice. Roll Call: Krause, Hartz, Mott, Kehoe and Kupsik voted "no." Marsala, Krohn and O'Neill voted "yes." Amendment failed by vote of 5 to 3.

Kupsik/Hartz motion for an amendment to include an effective date of April 1, 2011. Roll Call: Krause, Hartz, Mott, Kehoe, Kupsik and O'Neill voted "yes." Marsala and Krohn voted "no." Amendment carried by vote of 6 to 2.

Roll Call: Krause, Hartz, Mott, Kehoe, Kupsik and O'Neill voted "yes." Marsala and Krohn voted "no." Amendment carried by vote of 6 to 2.

Finance, License and Regulation Committee Recommendations – Alderman Krause

RESOLUTIONS

Resolution 11-R68 a resolution to create a capitalization threshold for all capital assets, with a life of more than one year, at \$5,000

Krause/Hartz motion to approve. Alderman Krause stated that this would change the capitalization threshold from \$1,000 to \$5,000. The purpose of threshold is to track capital assets, like vehicles and large equipment. He said that the City's auditors recommended increasing the threshold so the City would not need to keep paperwork for smaller items that would not qualify as capital assets.

Roll Call: Krause, Hartz, Mott, Marsala, Kehoe, Kupsik, Krohn, and O'Neill voted "yes." Unanimously carried.

Resolution 11-R69 a resolution to amend the 2011 TID Fund Budget

Krause/Hartz motion to approve. Alderman Krause stated that Resolution 11-R69 would appropriate funds in order to fund two projects that were approved by the Council. This includes \$14,000 to the TID budget for the 2011 tree replacement program and \$231,000 to the TID maintenance and repair account for the Maple Park and Dunn Field tennis courts reconstruction. Alderman Kehoe asked about the purpose of the maintenance and repair account. Alderman Krause said that this account is earmarked for current or future maintenance project within the TID. Alderman Kehoe asked if the City has a list of items that will be scheduled for repair. Administrator Jordan said that there is not a list and that repair projects are usually funded on an as-needed basis. Alderman O'Neill questioned whether the tennis courts projects would qualify as repair since it would be a complete reconstruction. Alderman Krause suggested that the tennis courts project was already approved with the understanding that it would be funded through the TID. Alderman O'Neill disagreed that the funding method had been agreed upon.

Roll Call: Krause, Hartz, Mott, Kupsik and Krohn voted "yes." Marsala and O'Neill voted "no." Alderman Kehoe abstained. The required supermajority for passage having not been achieved, the motion failed by vote of 5 to 2.

Resolution 11-R70 a resolution to appoint Election Inspectors for the term January 1, 2012 until December 31, 2013

Krause/Hartz motion to approve. City Clerk Hawes stated that Resolution 11-R70 fulfills a statutory requirement for municipalities to appoint a list of election inspectors every two years. The proposed list of inspectors includes all of the individuals who indicated they would be willing to work at elections in 2012 and 2013. The list also includes election inspector nominees from the Democratic and Republican parties. Mr. Hawes said that the list of inspectors could fluctuate throughout the two years if individuals are unable to work at the elections or do not attend the training. Alderman O'Neill asked about the process of how inspectors will be selected from the list to work at each election.

City Clerk Hawes indicated that it would depend on the availability of the inspectors and whether they attended training. Unanimously carried.

LICENSES AND PERMITS

Original "Class A" Intoxicating Liquor and Class "A" Fermented Malt Beverage License Application for QuickNSave LLC, 1231 Grant Street, Lake Geneva, Jatinder Pal Singh, Agent

Krause/Kupsik motion to approve. Alderman Krause stated that due to type of transfer of ownership, the fees for the application were waived. Unanimously carried.

Street Use Permit Application filed by Genoa City Lions Club for Harley-Davidson Raffle using the Northwest corner of Hwy 50 and Hwy 120 from April through July 2012 (weekends and holidays), from 6:00am to 6:00pm

Krause/Marsala motion to table to the January 9, 2012 meeting. Unanimously carried.

Original Massage Establishment application for Salon 180 (new owner), 706 W. Main Street, Lake Geneva

Krause/Hartz motion to approve. Alderman Krause stated that this was an application for a new owner and that it was approved by the Police Chief and Building Inspector. Unanimously carried.

Original Operator License applications filed by Barbara Findlay, Tanya Peterson and Marisa Fellmeth

Krause/Marsala motion to approve. Unanimously carried.

Discussion/Recommendation on insurance reimbursement to the Library

Krause motion to approve. Mayor Connors suggested that a resolution be considered for the transfer. Motion withdrawn.

Krause/Hartz motion to continue to next meeting. Administrator Jordan stated that the City received a \$90,633.51 reimbursement from its insurer in 2009 for the embezzlement that occurred at the library. He said that these funds had been kept by the City in its general account but the reimbursement should have been given to the library to replenish its losses. Mr. Jordan said that staff is recommending to transfer the \$90,633.51 to the library at this time. Chairman Krause stated that as a liaison on the Library Board, he has seen how this situation has impacted the library and caused budget shortfalls. He said that this money never should have gone to the City. Unanimously carried.

Discussion/Recommendation on CD reinvestment

Krause/Kupsik motion to approve renewal of CD in the amount of \$141,749.61 with M&I Bank for a period of nine months at a rate of 0.3%.

Roll Call: Krause, Hartz, Mott, Marsala, Kehoe, Kupsik, Krohn, and O'Neill voted "yes." Unanimously carried.

Discussion/Recommendation on request to pre-pay bills before December 31, 2011

Alderman Krause reported that no action was taken on this item at the Finance, License and Regulation Committee meeting. He stated that the purpose of the request was to allow staff to pre-pay all bills before December 31, 2011 in order to save staff the time of having to accrue payments made in 2012 back to 2011. Mayor Connors suggested as an alternative that the Finance, License and Regulation Committee and Council hold a special meeting between Christmas and New Year's to approve bills.

Krause/Kupsik motion to continue to a special meeting to be held during the last week in December. Motion carried by vote of 7 to 1, with Alderman Kehoe opposed.

Public Works Committee Recommendations – Alderman Mott

Discussion/Action on accepting gift of Veterans Park parking lot island repairs (recommended on 11/17/2011)

Mott/Kupsik motion to accept the gift from the Sons of the American Legion to repair the Veterans Park parking lot islands. Alderman Mott stated that the Sons of American Legion has volunteered to improve the parking lot islands at Veterans Park which aren't in very good condition. Alderman Kupsik asked how much they plan to spend and whether the work will be supervised. Alderman Mott replied that the total cost will be covered by the Sons of American Legion

and that DPW Winkler will watch over the construction. Mayor Connors suggested that the gift be contingent upon approval of a site design. Alderman Mott said that the improvements would include replacing the woodwork and bushes, with no major design deviations.

Hartz/Krause motion an amendment that acceptance of the gift will be contingent upon the Public Works Committee's approval of a design. Amendment carried, 6 to 2, with Alderman Krohn and Mott opposed.

Roll Call: Krause, Hartz, Mott, Marsala, Kehoe, Kupsik, Krohn, and O'Neill voted "yes." Unanimously carried.

Presentation of Accounts – Alderman Krause

Krause/Hartz motion to approve Prepaid Bills in the amount of \$6,933.87

Roll Call: Krause, Hartz, Mott, Marsala, Kehoe, Kupsik, Krohn, and O'Neill voted "yes." Unanimously carried.

Krause/Marsala motion to approve Regular Bills in the amount of \$201,490.76, denying the payment to Dan Larsen Landscaping for the street tree program as funding for this project was not approved.

Roll Call: Krause, Hartz, Mott, Marsala, Kehoe, Kupsik, Krohn, and O'Neill voted "yes." Unanimously carried.

Mayoral Appointments – Mayor Connors

Mayor Connors announced the appointment of Tom Hartz to the Police & Fire Commission. Alderman Hartz recused himself from the proceedings. Mayor Connors stated that this would be effective December 15, 2011 for the balance of the term (May 1, 2013).

Krause/Kupsik motion to appoint Tom Hartz to the Police & Fire Commission. Alderman O'Neill expressed concern with an alderman serving as a voting member of the commission. He stated that the purpose of a commission like the Police & Fire Commission is to operate independently from the Council, without the political influence of the Council members. City Attorney Draper stated that he read the State Statutes on the matter and consulted with the League of Municipalities. He found from both sources that appointing an alderman as a voting member of the commission is permissible. Mayor Connors noted that Alderman Hartz has filed for non-candidacy and will only be an alderman until the end of his current term this spring.

Roll Call: Krause, Mott, Marsala, Kehoe, and Kupsik voted "yes." Krohn and O'Neill voted "no." Hartz recused. Motion carried by vote of 5 to 2.

Closed Session

Hartz/Kehoe motion to go into Closed Session pursuant to Wis. Stat. 19.85 (1)(b) for considering licensing of Patrick Shaff by a board or commission or the investigation of charges against such person and the taking of formal action on any such matter; and pursuant to Wis. Stat. 19.85 (1)(g) to confer with legal counsel who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation which it is or is likely to become involved in re: Peller Investments, LLC

Roll Call: Mott, Marsala, Kehoe, Kupsik, Krohn, O'Neill, Krause, and Hartz voted "yes." Unanimously carried.

The Council entered into Closed Session at 8:35pm. Also present: Administrator Jordan, City Attorney Draper, Attorney Ted Waskowski, Patrick Shaff, and City Clerk Hawes.

Marsala/Hartz motion to return to open session pursuant to Wisconsin Statutes 19.85 (2) and take action on any items discussed in Closed Session.

Roll Call: Mott, Marsala, Kehoe, Kupsik, Krohn, O'Neill, Krause, and Hartz voted "yes." Unanimously carried. The Council reconvened in open session at 9:22pm.

Krause/Marsala motion to approve the Original Operator License application filed by Patrick Shaff. Unanimously carried.

Hartz/Kupsik motion to authorize the Stafford Rosenbaum LLP to file appeal in the condemnation case with Peller Investments, LLC.

Roll Call: Krause, Hartz, Mott, Marsala, Kehoe, Kupsik, and Krohn voted "yes." O'Neill voted "no." Motion carried by vote of 7 to 1.

Adjournment

Kehoe/Mott motion to adjourn at 9:24pm. Unanimously carried.

/s/ Michael D. Hawes, City Clerk

THESE ARE NOT OFFICIAL MINUTES UNTIL APPROVED BY THE COMMON COUNCIL

**SPECIAL CITY COUNCIL MEETING
MONDAY, DECEMBER 28, 2011 – 5:30 PM
COUNCIL CHAMBERS, CITY HALL**

Mayor Connors called the meeting to order at 5:30.

The Pledge of Allegiance was led by City Clerk Hawes.

Roll Call. Present: Aldermen Krause, Hartz, Mott, Marsala, Kehoe, Kupsik, Krohn, and O'Neill. Also present: Administrator Jordan, Comptroller Pollitt, City Attorney Draper, and City Clerk Hawes.

Awards, Presentations, and Proclamations

Re-consider business from previous meeting. None.

Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda, except for public hearing items. Comments will be limited to 5 minutes. None.

Finance, License and Regulation Committee Recommendations – Alderman Krause

RESOLUTIONS

Resolution 11-R71 a TID budget resolution transferring \$14,000.00 from the Applications of Prior Year Appropriations Account into the Tree Replacement Program Account, for the purchase of TID trees Krause/Marsala motion to approve. Administrator Jordan stated that the Council had previously approved the contract with Dan Larsen Landscaping for the TID trees. He stated that this resolution would appropriate the funds to pay the bill.

Roll Call: Krause, Hartz, Mott, Marsala, Kehoe, Kupsik, Krohn, and O'Neill voted "yes". Unanimously carried.

Resolution 11-R72 a budget resolution transferring \$90,633.51 from the Applications Prior Year Appropriations Account into the Library Insurance Reimbursements Account, for insurance claim reimbursement

Krause/Hartz motion to approve. Alderman Krause stated that the purpose of Resolution 11-R72 is to transfer the proceeds from an insurance claim from the City's operating fund to the Library. The claim was filed in 2009 after it was discovered that money was embezzled from the Library. The guilty Library employee was arrested and prosecuted. Alderman Krause stated that the City Council at that time decided to keep the insurance reimbursement within the City's operating fund. He said that these funds should have been transferred to the Library to replenish their losses. Alderman O'Neill said that he disagreed with transferring the funds to the Library. He indicated that the Library has been able to operate without these funds and suggested that the funds would be better utilized if they were given to ex-aldermen for their attorney fees. Alderman Krause disagreed with the notion that the Library has been able to operate without these funds, citing a \$45,000 deficit caused by the embezzlement. Alderman Hartz suggested that it was not fair for the City to hold onto these funds because the Library receives funding from other sources besides the City, such as private donations. Administrator Jordan indicated that past practice has been that reimbursements are transferred to the department or entity involved with the claim.

Roll Call: Krause, Hartz, Mott, Marsala, Kehoe and Kupsik voted "yes." Krohn and O'Neill voted "no." Motion carries, 6 to 2.

Resolution 11-R73 a resolution for a PPA/HEART/WRERA Amendment to the Security Benefit Plan

Krause/Hartz motion to approve. Administrator Jordan stated that the City received a letter from Retirement Plan Advisors, the vendor that administers the deferred compensation plan for City employees. The letter outlined requirements for amending the plan in order to meet new changes in federal law. Mr. Jordan stated that the plan is fully funded by employees and its participation is voluntary.

Roll Call: Krause, Hartz, Mott, Marsala, Kehoe, Kupsik, Krohn, and O'Neill voted "yes." Unanimously carried.

Update on sale of 120 Sheridan Springs Road (Administrator Jordan)

Administrator Jordan gave an update on the sale of 120 Sheridan Springs Road (former WE Energies property). He stated that the buyer has requested extending the closing date of the sale to January 13, 2012 due to a death in the family. Mr. Jordan stated that the Certified Survey Map for the property was approved by the Plan Commission on December 19, 2011 and the map is on file with the Walworth County Register of Deeds. Alderman O'Neill asked whether the property is still being sold for the amount previously approved by the Council. Mr. Jordan confirmed that it will be sold for the approved amount. Discussion only; no action taken.

Presentation of Accounts – Alderman Krause

Krause/Marsala motion to approve Prepaid Bills in the amount of \$8,578.73

Roll Call: Krause, Hartz, Mott, Marsala, Kehoe, Kupsik, Krohn, and O'Neill voted "yes". Unanimously carried.

Krause/Hartz motion to approve Regular Bills in the amount of \$143,732.86

Roll Call: Krause, Hartz, Mott, Marsala, Kehoe, Kupsik, Krohn, and O'Neill voted "yes". Unanimously carried.

Adjournment

Krause/Mott motion to adjourn at 5:44pm. Unanimously carried.

/s/ Michael D. Hawes, City Clerk

THESE ARE NOT OFFICIAL MINUTES UNTIL APPROVED BY THE COMMON COUNCIL

ORDINANCE 12-01

**AN ORDINANCE AMENDING CHAPTER 6, ALCOHOL BEVERAGES
OF THE LAKE GENEVA MUNICIPAL CODE**

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

1. That Article II, LICENSES, Division II, RESTRICTIONS AND REGULATIONS, Section 6-59, Closing Hours, of Chapter 6, ALCOHOL BEVERAGES of the Lake Geneva Municipal Code is repealed and recreated as follows:

Sec. 6-59. Closing Hours

- (a) Between 9:00 p.m. and 6:00 a.m. no person may sell fermented malt and intoxicating liquor beverages on Class "B" licensed premises in an original unopened package, container or bottle, or for consumption away from the premises.
 - (b) Class "A" premises may remain open for the conduct of their regular business but may not sell fermented malt beverages or intoxicating liquor between 9:00 p.m. and 6:00 a.m.
2. That this ordinance shall take effect upon passage and publication, as provided by law.

Adopted, passed, and approved by the Common Council of the City of Lake Geneva, Walworth County, Wisconsin, this ____ day of _____, 2012.

JAMES R. CONNORS, Mayor

Attest:

MICHAEL D. HAWES, City Clerk

First Reading: 01/09/2012
Second Reading: _____
Adoption: _____
Published: _____

ORDINANCE 12-02

**AN ORDINANCE AMENDING CHAPTER 62, STREETS, SIDEWALKS AND OTHER
PUBLIC PLACES OF THE LAKE GENEVA MUNICIPAL CODE**

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

1. That Article III, Obstructions and Encroachments, Section 62-67, Exceptions, of Chapter 62, STREETS, SIDEWALKS AND OTHER PUBLIC PLACES, of the Lake Geneva Municipal Code is amended by adding the following:

Sec. 62-67. Exceptions.

(6) By Sidewalk Café permit issued by the City Clerk to restaurants for use of public sidewalks for restaurant tables subject to the following conditions:

- (a) Restaurant means an establishment defined in Sec. 254.61(5) Wis. Stats.
- (b) The use of sidewalks for restaurant tables shall only be permitted incidental to the operation of a restaurant which is contiguous to the sidewalk and within the side property lines of the contiguous restaurant under the following conditions:
 - (i) The restaurant tables and chairs shall not be located closer than 5 feet from the curb of the street as measured by the closest edge of the table or chair with an occupant seated therein to the street.
 - (ii) Bollards shall be strategically located at either end, and along the street edge of the outdoor restaurant seating area. Said Bollards shall be temporary and not affixed to the sidewalks. Said Bollards shall be removed each night when the restaurant closes
 - (iii) The restaurant applicant is able to meet all other existing requirements for the issuance of a permit to place restaurant tables on the public sidewalk.
- (c) The application for the permit shall first be reviewed by the Director of Public Works and the Police Department and no permit shall be issued unless a report is made by the Director of Public Works and the Police Chief that the proposed use will not unreasonably interfere with pedestrian or vehicular traffic.

(d) In no event shall the uses permitted by this exception reduce the open portion of any sidewalk to less than 5 feet.

(e) No alcohol shall be served at or consumed at any restaurant table located on the sidewalk.

(f) No permit shall be issued pursuant to this exception, unless the applicant furnishes to the City Clerk evidence of public liability insurance naming the City as a party insured insuring the City against liability resulting from the uses permitted herein. The coverage shall be in an amount not less than \$1,000,000.00.

(g) Persons issued permits pursuant to this article shall maintain the sidewalk area in a clean, safe, and sanitary condition.

(h) The annual permit fee for a sidewalk café permit shall be based upon the number of chairs seated at a table. The number of chairs at any table will be limited by the application and the permit fee paid. The fee shall be Fifteen Dollars (\$15.00) per chair.

(i) The permit fee issued hereunder is a privilege and not a right. A restaurant shall not permit tables and chairs to be placed on the sidewalk without a permit. A permit is only valid between May 1 and October 31 of each year. The permit may be revoked at any time for any reason in the sole discretion of the City, and the City will refund prorata a portion of any fee based upon a license period from May 1 through October 31.

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

Adopted, passed, and approved by the Common Council of the City of Lake Geneva, Walworth County, Wisconsin, this _____ day of _____, 2012.

JAMES R. CONNORS, Mayor

Attest:

MICHAEL D. HAWES, City Clerk

First Reading: 01/09/2012
Second Reading: _____
Adoption: _____
Published: _____

2012-1

APPLICATION FOR TEMPORARY CLASS "B"/"CLASS B" RETAILER'S LICENSE

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

FEE \$ 10.00

Application Date: 12-13-11

Town of Village of City of City of Lake Geneva County of Walworth

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

- A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis, Stats.
A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stat.

at the premises described below during a special event beginning 1-28-12 and ending 1-28-12 and agrees to comply with all law, resolution, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. ORGANIZATION (Check appropriate box) Bona fide Club Church Lodge/Society Veteran's Organization Fair Association

(a) Name St. Francis de Sales Church

(b) Address 148 W. Main St. Street Town Village City

(c) Date organized 1842

(d) If corporation, give date of incorporation

(e) Names and addresses of all officers:

President

Vice President Msgr. David Malloy

Secretary William Ring

Treasurer William Rorig

(f) Name and address of manager or person in charge of affair: Rita Popelka 1675 Lake Geneva Blvd. Lake Geneva

2. LOCATION OF PREMISES WHERE BEER AND/OR WINE WILL BE SOLD:

(a) Street number 148 W. Main St

(b) Lot Block

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

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

3. NAME OF EVENT

(a) List name of the event Italian Festival

(b) Dates of event 1-28-12

DECLARATION

The Officer(s) of the organization, individually and together, declare under penalties of law that the information provided in this application is true and correct to the best of their knowledge and belief.

Officer St. Francis de Sales Church (Name of Organization)
Officer William Rorig (Signature/date)
Officer David J. Malloy (Signature/date)

Date Filed with Clerk 12-13-11 Date Reported to Council or Board

Date Granted by Council License No.

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

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

Applicant Organization: St. Francis de Sales Church
Name of Event: Italian Festival
Date of Event: 1-28-12
Time of Event: 6:30 pm (Beginning) 10:00 pm (Ending)
Event Contact Person: Rita Popelka
Contact Phone: 248-8524 (Church) (Day)
248-1884 (Rita) (Evening)

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

Sprecher'sTM



Dear Lake Geneva City Council,

Capital Geneva LLC , dba Sprecher's Restaurant & Pub, is requesting the extension of our liquor license to cover the outside patio area which is currently under construction. We would like to serve beer, wine and liquor there through same service procedures as inside the restaurant.

We intend to open the patio for service to the public in the spring of 2012 when the weather permits and use this area as far into the fall as weather permits. We would like to utilize this area for special events throughout the year as well.

If you have any questions please feel free to contact Stephen Schroeder, General Manager at 262-248-7047 or Sue Getgen, Operations Director at 608-712-9196.

We thank you in advance for your consideration.

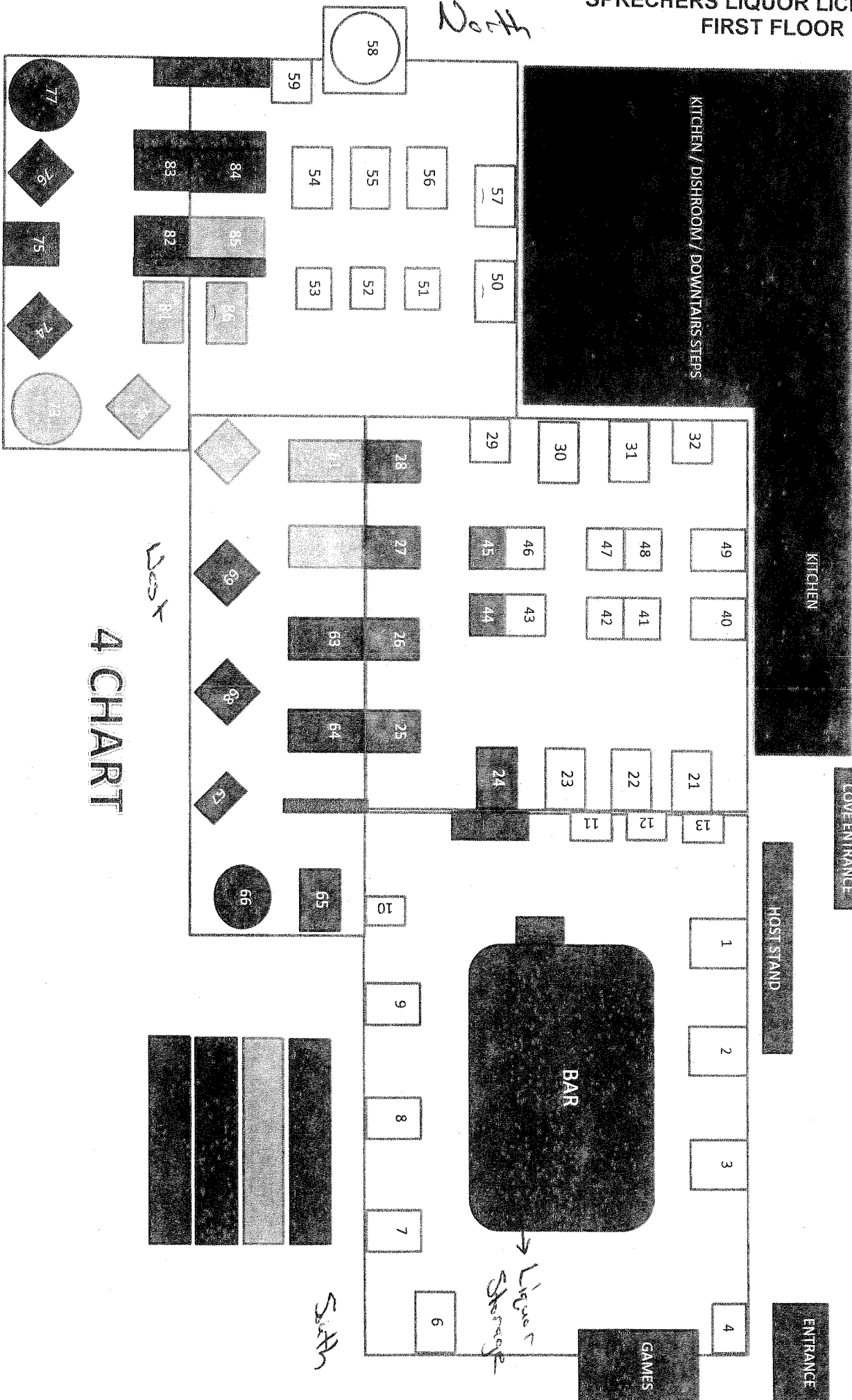
Sincerely,

Sue Getgen – Operations Director
Sprecher's Restaurant & Pub

SPRECHERS LIQUOR LICENSE MAP
FIRST FLOOR

North

East



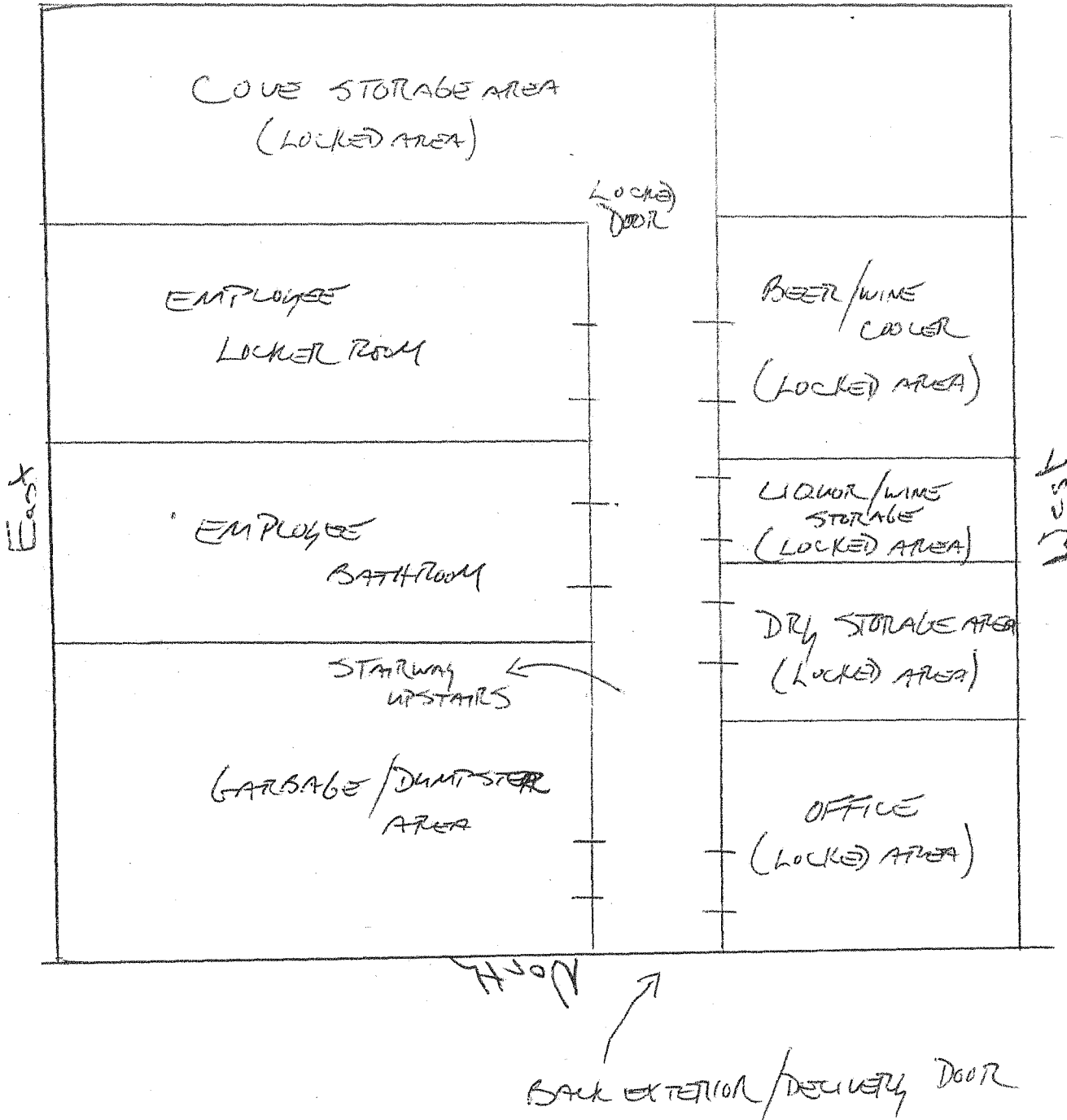
4 CHART

West

South

SPRECHER'S RESTAURANT & PUB - LAKE GENOVA
(DOWNSTAIRS BUILDING LAYOUT) - FORMERLY HOUKIHAN'S -

South



- ★ ALL LIQUOR/BEER STORAGE SAME AS HOUKIHAN'S
- ★ OTHER LIQUOR/BEER LOCATED IN UPSTAIRS MAIN BAR.

CITY OF LAKE GENEVA STREET USE PERMIT APPLICATION



30 2-1

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

APPLICANT MUST FURNISH CERTIFICATE OF COMPREHENSIVE GENERAL
LIABILITY INSURANCE WITH THE CITY. APPLICATION MUST ALSO INCLUDE A
PETITION DESIGNATING THE PROPOSED STREET AND TIME FOR SUCH USE
TO BE SIGNED BY NOT LESS THAN 51% OF RESIDENTIAL OR COMMERCIAL
OCCUPANTS ALONG THE AFFECTED PORTION OF THE STREET.

FEES ARE PAYABLE TO THE CITY OF LAKE GENEVA AND DUE UPON
APPLICATION. FOR EVENTS UP TO 2 DAYS, FEE IS \$40.00. EVENTS LASTING
LONGER THAN 2 DAYS REQUIRE A FEE OF \$100.00

8-11-50

EVENT INFORMATION

Applicant Name: William J. Thornburgh

Organization Name: Genoa City Lions Club

Mailing Address: N1798 N Daisy Drive

City, State, Zip: Genoa City, WI 53128-1170

Phone: 262-279-2016 (Day Time: 815-675-2363) Fax: (DayTime: 815-675-2211)

Event Chair/Contact Person: William J. Thornburgh

Chair/Contact Phone: Home: 262-279-2016 (Day Time: 815-675-2363)

Title of Event: Harley Davidson Raffle

Date of Event: April Thru July 2012 - Weekends and Holidays

Hours: 6:00 A.M. (to get parking space) 6:00 P.M.
Start Time End Time

Estimated Attendance Number: 1 or 2 plus table & chairs

Basis for Estimate: Past Years Experience

Brief Description of Event and proposed Street Use: _____

Display Motorcycle and Trailer and sell raffle tickets on the Northwest corner of Hwy 50 & Hwy 120

PLEASE ANSWER THE FOLLOWING QUESTIONS COMPLETELY

1. Do you anticipate the event will require additional services from the City of Lake Geneva, including police, fire protection, EMS, or streets?

YES

NO

If Yes, please explain: _____

2. Will the event require reservation of City park space?

YES

NO

If you answered "yes" to Question 2, an additional application for Park Board Permit will be required. Park Permit applications must be made at least six (6) weeks in advance of the event.

Your event may also require a Parade & Public Assembly Permit from the City. Please contact the City Clerk's office for more information.

SIGNATURE OF APPLICANT

11/18/2011
DATE

For Office Use Only

Date Filed with Clerk: 11-22-11

Forwarded to Police Chief: 11-22-11

Recommendation: _____

Approved

Denied

FLR Approval: _____

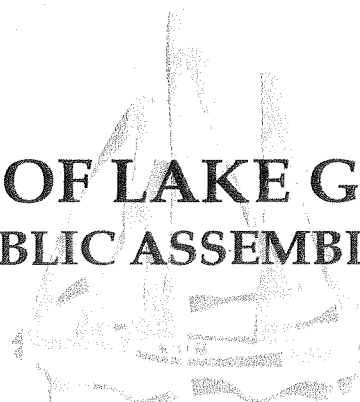
Council Approval: _____

Permit Issued: _____

Permit Number: _____

Copies Provided to: Police Chief Fire Chief
 Street Superintendent Parking Department

CITY OF LAKE GENEVA PARADE & PUBLIC ASSEMBLY APPLICATION



2011-37

PLEASE FILL IN ALL BLANKS COMPLETELY, AS INCOMPLETE APPLICATIONS
WILL BE REJECTED.
COMPLETED APPLICATION MUST INCLUDE DOCUMENTATION DETAILING
EVENT ACTIVITIES AND/OR PARADE ROUTE OR IT WILL BE REJECTED.
NO APPLICATION FEE REQUIRED.

EVENT INFORMATION

Applicant Name: William J. Thornburgh

Organization Name: Genoa City Lions Club

Mailing Address: N1798 N Daisy Drive

City, State, Zip: Genoa City, WI 53128-1170

Phone: 262-279-2016 (Day Time: 815-675-2363) Fax: (DayTime: 815-675-2211)

Event Chair/Contact Person: William J. Thornburgh

Chair/Contact Phone: 262-279-2016 (Day Time: 815-675-2363)

Title of Event: Harley Davidson Raffle

Date of Event: April Thru July 2012 - Weekends and Holidays

Hours: 6:00 A.M. (to get parking space) 6:00 P.M.
Start Time End Time

Estimated Attendance Number: 1 or 2 plus table & chairs

Basis for Estimate: Past Years Experience

Brief Description of Event: _____
Display Motorcycle and Trailer and sell raffle tickets on the Northwest corner of Hwy 50 & Hwy 120

**DETAILED DESCRIPTION OF ACTIVITIES, EVENT MAP, AND/OR ROUTES MUST BE
ATTACHED OR APPLICATION WILL NOT BE ACCEPTED.**

PLEASE ANSWER THE FOLLOWING QUESTIONS COMPLETELY

1. Has your route been reviewed and approved by the Police Department?
YES NO
2. Will the event include animals? YES NO
3. Do you anticipate the event will require additional services from the City of Lake Geneva, including police, fire protection, EMS, or streets?
YES NO

If Yes, please explain: _____

4. Will the event require reservation of City park space?
YES NO
5. Will the event require the closure of any City streets or roadways?
YES NO

If you answered "yes" to Question 4 or 5, additional applications for Park Board Permit and/or Street Use Permit will be required. Park Permit applications must be made at least six (6) weeks in advance of the event.

SUBSCRIBED AND SWORN TO ME THIS 18 DAY OF November, 20 11.

William J. Thornburg
SIGNATURE OF APPLICANT

NOTARY PUBLIC Deborah A. Kopp

COMMISSION EXPIRES Jan 27 2013
COUNTY OF Walworth
STATE OF Wisconsin

For Office Use Only

Date Filed with Clerk: 11-22-11

Forwarded to Police Chief: 11-22-11
Recommendation: [Signature] Approved Denied

Permit Issued: _____

Permit Number: 2011-37

Copies Provided to: Police Chief Fire Chief Street Supt.
 Parking Dept. Council Media



Genoa City Lions Club
Chartered October 18th, 1960
"We Serve"

November 18, 2011

City of Lake Geneva
626 Geneva Street
Lake Geneva, WI 53147

Dear Council Members:

On behalf of the Genoa City Lions Club I would again like to Thank You for allowing us to sell our Harley Davidson Raffle tickets in your beautiful city. We have made many new friends in the City of Lake Geneva. We have also met a lot of great people that were just traveling thru.

We are applying early to see if we will be able to sell tickets downtown from mid April until the end of July 2012. Without your support we must seriously consider if we will be able to conduct our raffle. As you are aware more people pass thru Lake Geneva on a summer's day than thru Genoa City during the entire month. Using the downtown location is vital to our efforts.

As in the past, we would pay all parking meter fees, keep the area neat and orderly, and conduct ourselves in a manner becoming Lions Clubs International, The Village of Genoa City, and The City of Lake Geneva. It also affords us the opportunity to eat at many of the fine restaurants in the downtown area, and visit with many of the local business persons that support our raffle. Many people look forward to visiting us as they visit your great city.

We are also asked a lot of questions about the Lake Geneva area by many of the people passing thru. If the Chamber has any information that would help us answer any of the questions that we do not know, we would be happy to pass that information on to those visitors.

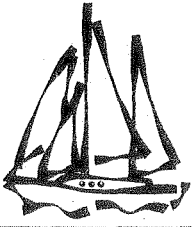
If there is anything we as a club could do for the City of Lake Geneva, please contact me.

If you have any questions or concerns, please give me a call. (262)-279-2016

Sincerely yours,

A handwritten signature in cursive script, which appears to read "William Thornburgh". The signature is written in dark ink and is positioned above the typed name.

William Thornburgh
Secretary / Treasurer
Genoa City Lions Club



APPLICATION TO THE
PARK BOARD
 CITY OF LAKE GENEVA, WISCONSIN

RECEIPT NO: _____
 TOTAL AMOUNT: \$25
 DATE: 12-8-11
 RESERVATION NUMBER: _____

THE SECURITY DEPOSIT, RENTAL FEE AND
 NON-REFUNDABLE \$25 APPLICATION FEE IS DUE UPON APPLICATION

GENERAL INFORMATION (please type or print clearly)

Applicant/Agent

Name	<u>Nick Nottestad</u>
Organization	<u>Richard "Duffy" Nottestad Memorial Fund Inc.</u>
Address	<u>W3271 McDonald Rd. Lake Geneva, WI</u>
Phone	<u>262-949-0658</u>
Fax	

ACTIVITY (Attach additional sheets if necessary)

Name of Park Requested: Beach (Contingency Plan) Date Requested: January 28, 2012

Nature of Activity: We will hold the Fifth annual Duffy Nottestad
Seawing Derby. The monies raised go to
Local Scholarships.

Time Period: From 8:00 A.M. to 4:00 P.M.

Estimated Number of Attendees: 300 (max)

Any Special Services or Requests: We would appreciate the possibility
of having any fees waived. Thank you very
much for considering this request.

Please note that the City cannot provide park benches or picnic tables other than those in the park. The City cannot "hold" benches or tables and the applicant must make his/her own arrangements to do so the day of the event.

If you are having an event that is open to the general public, please be advised that you must also file a Parade & Public Assembly Permit with the City prior to your event being approved.

Reservation Fee & Security Deposit Schedule

Park Space Reservation Schedule of Fees

Attendees	Non-Profit Org.	Resident	Non-Resident
49 Attendees or less	\$30	\$30	\$75
50-149 Attendees	\$55	\$55	\$125
150 or more Attendees	\$105	\$105	\$225

Security Deposit Schedule

Security Deposit	Non-Profit Org.	Resident	Non-Resident
49 Attendees or less	\$50	\$50	\$100
50-149 Attendees	\$100	\$100	\$150
150 or more Attendees	\$300	\$300	\$400

Security Deposit will be refunded if no damage or clean up is required, and no police action occurs.

I have read and understand there is a \$25 Application fee, appropriate Security Deposit and Rental Fee due at the time of application. I also agree that in addition to the schedule of fees, if any additional City services are requested or determined to be impacted, an additional fee will be charged for those services.

Signature

[Signature] DATE: 11/23/11

For Office Use Only

(12/9/11)

Date Application Filed with Municipal Clerk: 11-8-11 Application Fee & Receipt # \$25.00

Security Deposit Fee & Receipt #: Waived

Reservation Fee & Receipt # Waived

Park Board Meeting Date: 1-4-12

Park Board Recommendation Approve Deny

Conditions: Police sign off

Park Board Chairman Signature: _____

Copy of application to: Police Chief Fire Chief Street Department Applicant

Park Facilities Available

	Water	Electric	Washrooms	Open Shelters
Cobb Park		X	X	X
Dunn Field		X	X	
Flat Iron Park	X	X	X	X
Library Park	X	X	X	
Rushwood Park		X		X
Seminary Park			X	X
Veteran's Park		X	X	X (2)

In addition to the above, ball fields are available at Dunn Field, Veteran's Park and one at Rushwood Park. Athletic Fields at Veteran's Park are generally scheduled through the YMCA (262) 248-6211. There are picnic tables and grills at Cobb and Seminary Parks. The gazebo at Flat Iron Park has electric.

Park Space Reserved Use Policy

Policy:

City of Lake Geneva park and park facilities and shelter areas are primarily for the nonexclusive use of the residents and visitors. However, under proper circumstances, reserved use of the same or parts thereof may be permitted. This policy is intended to regulate use of municipally-owned parks, park facilities, park shelters or parts thereof in the City to the end that the general welfare of the City is protected.

Reservation of Park Space:

A person or group, firm, organization, partnership or corporation may apply to reserve the use of a park facility or a park shelter by completing a Lake Geneva Park Permit Request and filing it with the Park Commission at City Hall. The Park Commission shall issue permits for reserved use of a park or portions thereof. Park facilities are reserved on a first-requested, first-reserved basis after meeting the requirements of the application process. Although small groups obeying the laws are permitted to congregate in the Lake Geneva parks without a reservation, reserved park space has legal priority over any other casual gatherings. Copies of approved park permits will be maintained by the Park Commission, Police Department and Street Department.

Application:

Applications must be filed with the Park Commission at least 6 weeks prior to the date for which the reserved use of the park is requested. If the event requires City Council approval, the Permit Request must be submitted a minimum of 10 weeks prior to the event (e.g. request for fermented malt beverage license, fireworks, meter bagging, street closing.) The Permit Request will contain the following information: Name, address, and telephone number of the headquarters of the group, business, or organization and the authorized head of same; the name, address and telephone number of the person who will be responsible for the use of said park; the date and hours when reserved use is requested; the anticipated number of persons to use said park; the specific area of the park to be reserved; and any additional information which the Park Commission finds necessary to make a fair determination as to whether a permit should be issued.

Action on Permit Request:

The Park Commission shall act promptly on all permit requests based on a first-come, first served basis or, if necessary, after consulting with the applicant.

Reasons for Denial:

Applicants may be denied for any of the following reasons:

If use is such that it could reasonably involve a violation of Federal or State law or any provision of the Municipal Code.

If the granting of the permit would conflict with another approved permit or one for which application is already pending.

The request is made less than the required time in advance of the scheduled use.

If the request is for use of the park at a date and time when, in addition to the proposed use, anticipated use by others is expected which would seriously affect the use of the park.

If the law enforcement requirements of the reserved use will require so large a number of persons as to prevent adequate law enforcement for the city, or the park involved.

The reserved use is so poorly organized that participants are likely to engage in aggressive or destructive activity.

Permit Request is not completed properly.

Any other factors which could have a negative or adverse impact on the City of Lake Geneva as determined by the Park Commission.

Indemnification:

Prior to granting any permit for reserved use of a park, the City may require the permittee to file evidence of good and sufficient sureties, insurance in force or other evidence of adequate financial responsibility, protecting third parties as may be injured or damaged and naming the City of Lake Geneva as an additional insured, in an amount depending upon the likelihood of injury or damage as a direct and proximate result of the reserved use sufficient to indemnify the City and such third parties as may be injured or damaged thereby, caused by the permittee, its agents or participants.

Permit Not Required for City Activity:

A permit is not required for reserved use of any park when such use is sponsored by the City of Lake Geneva or the Lake Geneva Park Commission.

Cancellation:

The fee will be forfeited if cancellation by the applicant takes place less than 30 days prior to the event. The security deposit will be refunded in case of cancellation. The \$20 Application Fee is non-refundable.

Permit Revocation:

The Common Council, Mayor, Park Commission or Chief of Police may revoke a permit already approved if it is deemed that such action is justified by an actual or potential emergency due to weather, fire, riot, other catastrophe or likelihood of a breach of the peace, or by a major change in the conditions forming the basis of the approval of the permit. If the revocation is due to no fault of the permittee or attendees to the event, the fee will be refunded.

Form of Approved Permit:

Each approved permit shall be in a form prescribed by the Park Commission and shall designate the park, park facility or shelter involved; date and hours of the reserved use; purpose of the reserved use and the name of the person, group, or organization to which the approved permit is issued.

Class B Fermented Malt Beverage Licenses:

Use of alcoholic beverages in City parks and park facilities is prohibited. However, when fermented malt beverages are to be sold at any event authorized by the Common Council, valid fermented malt beverage license shall be obtained and the provisions of Chapter 11 of the Municipal Code shall be fully complied with. Said license must be held by the person who filed the original license and shall be presented to any law enforcement officer upon request.

Security:

The City may require, as a condition of approval, that the applicant provide professional security personnel at the event in the number deemed necessary by the Lake Geneva City Council, Park Commission or Police.

Park Permit Request

The following Lake Geneva Parks are available for organized group activities: Cobb Park, Dunn Field, Flat Iron Park, Library Park, Rushwood Park, Seminary Park, and Veterans Park. Veteran's Park permit requests must be coordinated through the local YMCA.

Permit Requests must be submitted to the City Clerk's office during normal business hours a minimum of 6 weeks prior to the event. Where City Council approval is required, requests must be submitted a minimum of 10 weeks prior to the event. Requests may be submitted up to one year prior to the event.

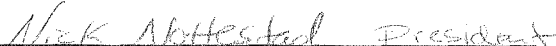
The Application Fee, Rental Fee and Security Deposit must be submitted by check, made out to the City of Lake Geneva, along with the completed Permit Request.

The City Clerk's office will inform the requesting party if the date and park are available; however, that does not mean approval will be granted. A copy of the approved or disapproved Permit Request will be mailed to the requesting party following disposition by the Lake Geneva Park Commission and, if required, the City Council. If the request is not approved, the fee and security deposit will be refunded. If after receiving approval, the applicant cancels less than 30 days prior to the event, the fee will be forfeited and the security deposit refunded.

After approval of a Permit Request had been granted, the Common Council, Mayor, Park Commission or Chief of Police may revoke same if it is deemed that such action is justified by an actual or potential emergency due to weather, fire, riot, administrative or clerical error or likelihood of a breach of the peace.

The applicant agrees by signing this park permit that the security deposit shall be held by the City of Lake Geneva, and may be applied to property damage to the premises resulting during the time of the activity or may be forfeited as a result of police action required at the activity. The City may also seek further action to recover damages to the occupied premises. The applicant agrees not to use the premises for any unlawful activity including those posted in the parks, and also agrees to abide by all park rules, regulations and ordinances of the City of Lake Geneva. The applicant agrees to indemnify the City and hold it harmless for all expenses, liability and claims of any kind arising out of harm to or activities of attendees to the event. For certain events, the City may require the permittee to file evidence of insurance in force or other evidence of adequate financial responsibility. The City may also require the permittee to provide trained security personnel at the event.


Signature of Applicant

 President
Print or Type Name and Title, if any

Richard "Duffy" Nottestad Memorial Fund, Inc.

Dear Park Board,

Thank you for reviewing our application. As in the past four years, we will set the event tent on the ice right off of the Riviera Beach. The permits are filled out as a contingency plan in the event that Lake Geneva's ice is not safe. Our Insurance policy will be provided through Glass Insurance. The date that we are requesting is January 28th. It is our hope that we can keep our headquarters on the ice like we have done in the past four years. If this is an issue please contact me as soon as possible. Thank you for all the support that you have shown us.

Sincerely,



Nick Nottestad
President – Richard "Duffy" Nottestad Memorial Fund, Inc
262-949-0658

Nick Nottestad
W3271 McDonald Rd.
Lake Geneva, WI 53147

CITY OF LAKE GENEVA PARADE & PUBLIC ASSEMBLY APPLICATION



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

COMPLETED APPLICATION MUST INCLUDE DOCUMENTATION DETAILING
EVENT ACTIVITIES AND/OR PARADE ROUTE OR IT WILL BE REJECTED.

NO APPLICATION FEE REQUIRED.

EVENT INFORMATION

Applicant Name: Nick Nattstad

Organization Name: Richard "Duffy" Nattstad Memorial Fund Inc.

Mailing Address: W3271 McDonald Rd

City, State, Zip: Lake Geneva, WI 53147

Phone: 262-949-0658 Fax: _____

Event Chair/Contact Person: Nick Nattstad

Chair/Contact Phone: (262) 949-0658

Title of Event: Duffy Nattstad Fishing Derby

Date of Event: January 29th

Hours: 8:00 A.M. 4:00 P.M.

Start Time

End Time

Estimated Attendance Number: 300

Basis for Estimate: Past 4 years

Brief Description of Event: _____

DETAILED DESCRIPTION OF ACTIVITIES, EVENT MAP, AND/OR ROUTES MUST BE
ATTACHED OR APPLICATION WILL NOT BE ACCEPTED.

December 15, 2011

Dear Friend,

Quickly approaching is the 5th anniversary of the passing of Richard "Duffy" Nottestad who lost his life to cancer on February 15th, 2007. As time passes, family and friends continue to celebrate the life of this wonderful husband, father, grandfather, brother, coach, teacher, and friend. Even after 5 years, Duffy memories and stories are exchanged fondly with a smile and a chuckle on a daily basis.

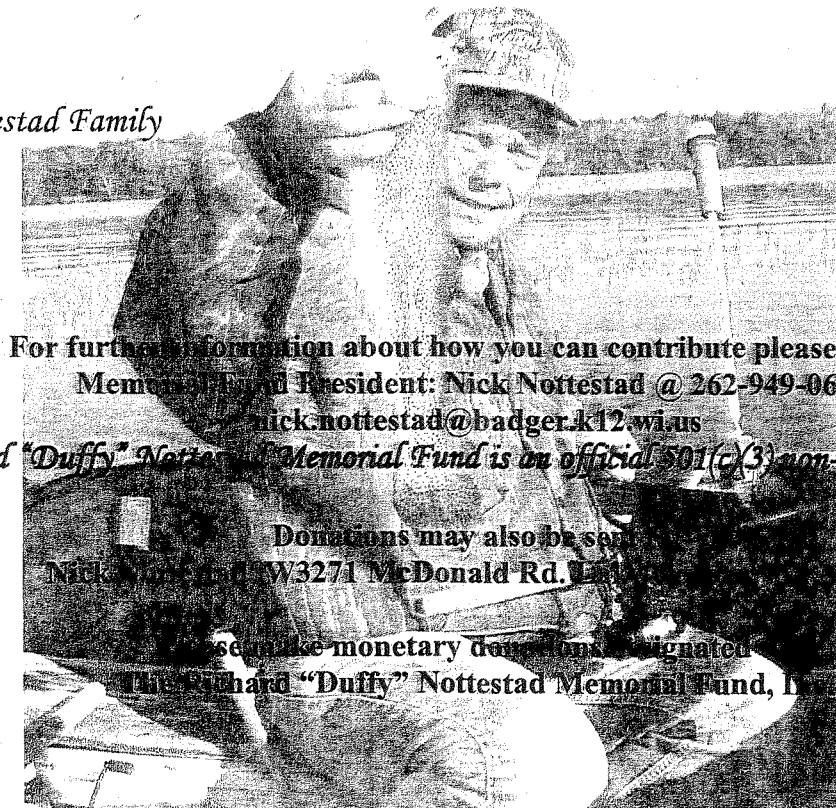
The Richard "Duffy" Nottestad Memorial Fund has been created by his family as a simple way of keeping his kind and fun-loving spirit alive. Contributions will be distributed in the form of scholarships for Badger High School graduates, official cancer charities and organizations, and local non-profit events. Last year we were able to donate over \$9,000 to the various charities listed above.

The Nottestad family needs your support to make the 5th annual fundraiser as successful as the last four. Duffy's boys were so gratified by the past years' success that they feel another ice fishing derby is the most appropriate way to honor their fishing fanatic father. The fishing derby fundraiser is scheduled for January 28th, 2011, 9am - 3pm, in front of the Riviera Beach on Lake Geneva. Tax deductible donations for a silent auction, raffles and hourly prizes for the largest fish caught are needed. If the ice is not safe for fishing, the fundraiser will be moved to Lake Geneva Beach where the silent auction, food, and raffles will take place.

Please brave the cold and join Duffy's family and friends once again on January 28th to remember a wonderful man who touched so many lives. Thank you for considering a contribution to the Richard "Duffy" Nottestad Memorial Fund, Inc.

Sincerely,

The Nottestad Family



For further information about how you can contribute please contact
Memorial Fund President: Nick Nottestad @ 262-949-0658.

nick.nottestad@badger.k12.wi.us

Richard "Duffy" Nottestad Memorial Fund is an official 501(c)(3) non-profit organization.

Donations may also be sent to:

Nick Nottestad, W3271 McDonald Rd, Lake Geneva, WI 53147

Please use monetary donations designated to:

The Richard "Duffy" Nottestad Memorial Fund, Inc.

Memo

To: Mayor Connors and Lake Geneva City Council

From: Chief Rasmussen

Date: December 12, 2011

Re: SBC Invoices

As you may recall, the Police Departments 911 System failed in March of 2011. The attached invoices are for the parts and labor to repair the system.

The original invoices totaled \$4,662.50, however after working with SBC, they credited these by \$2,452.50, leaving us a balance due of \$2,210.00.

This is when we found out there was no maintenance agreement on our equipment and that SBC wasn't going to support our 911 system or Telephone PBX System in another few years.

Because this repair was unexpected and not budgeted for, the Lake Geneva Police and Fire Commission voted on Thursday, December 8th, to forward the invoices to Council and request assistance in paying the amount of \$2,210.00.

As always, thank you for your consideration with this.

Respectfully,



Michael S. Rasmussen
Chief of Police



1162.30
2950-20

INVOICE

NO. SB647719

CONTRACT NO. EB16069132	P.O. NO.	REFERENCE CODE	CS	REFERENCE NO.	T2924276
COMPLETION DATE 03/06/11	INVOICE DATE 03/08/11	CUSTOMER NO.	0701020071238		

LAKE GENEVA POLICE DEPT
626 GENEVA STREET

LAKE GENEVA WI 53147

LAKE GENEVA POLICE DEPT
626 GENEVA STREET

LAKE GENEVA WI 53147

FEM	QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
		SCOPE OF WORK		
		UNLESS CONTRACTUALLY STIPULATED, ALL WORK CARRIES A 2 HOUR MINIMUM BILL TECH/LAKE GENEVA/16069132/WI/WI-MKT/M/POS IS DOWN/AK MAIN POS IS DOWN, NEEDS NEW PC...CI BY PEGGY @ 888-243-1911, REF TKT WI368393...COS IS JEFF @ 262-248-4455...HOURS 24X7...TECH TO USE MAIN ENTRANCE...WANTS THIS TREATED AS EMERGENCY...CUSTOMER JEFF (ONSITE IT PERSON) IS APPROVING THE T&M CHARGES...TECH TO CALL PSAP JEFF TO DISCUSS PRIOR TO COMING OUT...AK		
		3-6 WORK WITH 911 RES CENTER, POSITRON AND CUSTOMER NETWORK TECH TO ISOLATE PROBLEM POSITION 2 CRASHES AFTER REBOOT AND HAS BLUE SCREEN ERROR POSITRON SAYS REPLACE HARD DRIVE BUYER ORDERING PART 3-7-11 POSTRON TICKET OPENED		
6.00		HOURS WORKED ON 03/06/11 BY TECH # DA7236 - <i>Tuesday</i>		
		MATERIAL SUBTOTAL		.00
		LABOR SUBTOTAL		1,560.00
		MATERIAL & LABOR SUBTOTAL 1560.00		
		11/3/11 \$910.00 CREDIT		-910.00
		FEDERAL TAX ID 36-3264367		
		** AMOUNT DUE **		
		TAX		.00
		SHIPPING / HANDLING		.00
		TOTAL		650.00

IT TO
T GLOBAL SERVICES, INC.
. BOX 8102
ORA IL 60507-8102

REQUESTED BY
WORK APPROVED BY :
jeff (no last name)

DATE
CHANGES: 888-299-0124

Thank You for your business



INVOICE

NO. SB648685

CONTRACT NO. EB16069132	P.O. NO.	REFERENCE CODE	CS	REFERENCE NO.	T2925203
COMPLETION DATE 03/16/11	INVOICE DATE 03/16/11	CUSTOMER NO.	0701020071238		

LAKE GENEVA POLICE DEPT
626 GENEVA STREET
LAKE GENEVA WI 53147

LAKE GENEVA POLICE DEPT
626 GENEVA STREET
LAKE GENEVA WI 53147

ITEM	QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
		SCOPE OF WORK		
		UNLESS CONTRACTUALLY STIPULATED, ALL WORK CARRIES A 2 HOUR MINIMUM BILL TECH/LAKE GENEVA POLICE/T&M/WI/REF TICKET 2924276 ORDER PARTS ONLY		
		03-08-11---ORDER PARTS ETA 03-10-11 50 4432758---DT OTHER - HARDWARE REPLC PC FOR POS 2 TOK. DID NOT USE ORDERED HARD DRIVE. DO NOT BILL FOR HRD DRV. BILL FOR PC ONLY AS FOR HARDWARE. TOK CLR BY BILLABLE: LABOR(Y), PARTS(Y), SIG(N-801265-JK1794)		
1		ST3802110A SEAGATE 80G INTERNAL HARD DRIVE SATA	372.50	
		MATERIAL SUBTOTAL		372.50
		RESTOCKING CHARGES		.00
7.00		HOURS WORKED ON 03/14/11 BY TECH # JK1794 - <i>Wed.</i>		
5.00		HOURS WORKED ON 03/16/11 BY TECH # JK1794 - <i>Friday</i>		
		LABOR SUBTOTAL		1,560.00
		MATERIAL & LABOR SUBTOTAL 1932.50		
		4/26/11 \$372.50 CREDIT		-372.50
		FEDERAL TAX ID 36-3264367		
		** AMOUNT DUE **		
			TAX	.00
			SHIPPING / HANDLING	.00
			TOTAL	1,560.00

BIT TO
S&T GLOBAL SERVICES, INC.
P. BOX 8102
RORA IL 60507-8102

REQUESTED BY
WORK APPROVED BY :
Dave Attewell

DATE
CHANGES: 888-299-0124

Thank You for your business



INVOICE

NO. SB647340

CONTRACT NO. EB16069132	P.O. NO.	REFERENCE CODE CS	REFERENCE NO. T2924088
COMPLETION DATE 03/05/11	INVOICE DATE 03/07/11	CUSTOMER NO. 0701020071238	

LAKE GENEVA POLICE DEPT
626 GENEVA STREET

LAKE GENEVA POLICE DEPT
626 GENEVA STREET

LAKE GENEVA WI 53147

LAKE GENEVA WI 53147

ITEM	QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
		SCOPE OF WORK		
		UNLESS CONTRACTUALLY STIPULATED, ALL WORK CARRIES A 2 HOUR MINIMUM BILL TECH/LAKE GENEVA POLICE DEPT/T&M/ CAN'T ANSWER 911 CALLS COMPUTER SHUTS OFF . . SITE CONTACT MEGAN -262-248-4455 . . PER NANCY ALFKE SBC MAINTENANCE CONTRACTS MANAGEMENT MANAGER THIS CUSTOMER'S 911 SYSTEM IS TIME AND MATERIAL. ONLY THE NORSTAR SYSTEM IS UNDER MAINTENANCE FOR CONTRACT 16069006. . . 24/7		
		CONSULTED CUST POSITION 2 WAS DOWN, HAD THE WINDOWS FATAL ERROR SCREEN UP WHEN I ARRIVED, I TOOK PC APART AND BLEW OUT DUST, VERY DIRTY!, PUT BACK TOGETHER, STILL HAD ERROR ON BOOTUP. BOOTED INTO SAFE MODE, RAN IAP/PC TEST APP. , HAD UART ERROR, AND VERSION WAS ALL GARBLED, SWAPPED IAP/PC CARD WITH SPARE I HAD, IT THEN BOOTED UP, I THEN DID A RESTART ON IT, AND AGAIN IT FAILED W/FATAL ERROR. POWERED IT DOWN HARD, RESTARTED IT, AND IT CAME UP CLEAN. DISCUSSED WITH SGT. THAT IT WILL MOST LIKELY FAIL AGAIN, HE DECIDED BILLABLE: LABOR(Y), PARTS(N), SIG(N-798611-JD6459)		
	2.00	HOURS WORKED ON 03/04/11 BY TECH # > <i>frid + Sat</i> JD6459		
	4.00	HOURS WORKED ON 03/05/11 BY TECH # > JD6459		
		MATERIAL SUBTOTAL		.00
		LABOR SUBTOTAL		1,170.00
		MATERIAL & LABOR SUBTOTAL	1170.00	-1,170.00
		11/3/11 \$1,170.00 CREDIT		
		FEDERAL TAX ID 36-3264367		
			TAX	
			SHIPPING / HANDLING	
			TOTAL	.00

ATTN TO

REQUESTED BY

DATE

** AMOUNT DUE **

Thank You for your business



November 4th, 2011

Dear Customer,

You are receiving this letter because our records indicate that you are currently using an AT&T supported Positron/Intrado LL100-911 phone system in your dispatch center. On August 28th, 2009, Positron announced that the LL100 would be EOL (End of Life) and (MD) Manufacturer Discontinued. This is a normal product lifecycle management process that is common amongst customer premise equipment manufacturers as they manage their product portfolios.

Below are the critical dates associated with the Intrado EOL notice:

Manufacturer Discontinued date: March 1, 2010

Last time to buy date: February 1st, 2010

End of Life date: March 1, 2015 or per existing contracts (MD date) — *This pertains to us*

Two Support Scenarios are available to you from AT&T:

Scenario 1: If you currently have an existing Maintenance Agreement with AT&T for your LL100 or you have been "auto-renewing" your expired agreement, you can do so through 3/1/2014. After the 3/1/2015 date, AT&T will provide support for the LL100 systems on a "Time & Materials" and "Best Efforts" basis only.

Scenario 2: If you do not currently have an existing Maintenance Agreement with AT&T for your LL100 or you never had one, you will only receive the "Time & Materials" and "Best Efforts" support moving forward. *John*

It is AT&T's intention to provide you with this information, so you are able to budget and plan for the future replacement of your existing LL100 phone system. AT&T is prepared to discuss equipment upgrade options with you when you are ready. Please contact me to schedule a convenient time to do so.

If you have any questions, please contact either Kate Beinecke (kb5174@att.com) or myself, and we will be happy to address any questions or concerns you may have.

Respectfully,

Deborah P. Ambruso
AT&T 911 Applications Specialist II
AT&T 911 Public Safety - Wisconsin
Mobile: 262-455-5213 (da7652@att.com)

Handed out @ meeting

From: "AMBRUSO, DEBORAH P" <da7652@att.com>
 Subject: Positron/Intrado LL100-End of Life
 Date: Fri, November 4, 2011 12:12 pm
 To: undisclosed-recipients::

Good Afternoon and Happy Friday! :)

This email was originally sent on September 9th, 2011. If you are receiving this email again, it is because you are currently using a Positron/Intrado LL100-911 phone system, supported by AT&T. Please read the attached letter that explains the "End of Life" of the LL100 and what options AT&T can provide to you.

If you have any questions or need additional information, do not hesitate to contact me. I look forward to hearing from you.

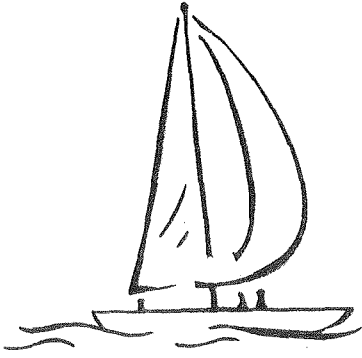
Have a great weekend!

Debbie

Deborah Ambruso
 911 Applications Specialist II
 AT&T Public Safety
 722 N. Broadway
 15th Floor
 Milwaukee, WI. 53213
 O: 414-273-6860/6861
 F: 847-513-0639
 M: 262-455-5213
 E: da7652@att.com<<mailto:da7652@att.com>>

Attachments:

EOL Intrado 110411.doc	
Size:	73 k
Type:	application/msword
Info:	EOL Intrado 110411.doc



**City of Lake Geneva
POLICE DEPARTMENT**

*Chief Michael S. Rasmussen
Assistant Chief Michael B. Reuss*

626 Geneva Street
Lake Geneva, Wisconsin 53147
Phone: (262) 248-4455 Fax: (262) 248-4809

December 30, 2011

Dear Mayor Connors & Members of the Lake Geneva City Council,

On Thursday, December 8, 2011, I met in closed session with the Lake Geneva Police & Fire Commission to discuss medical situations involving two employees. The Police & Fire Commission unanimously voted to request additional funding from the City Council for these circumstances and directed me to make this request.

The first situation concerns one of our sergeants that is currently working in a light duty capacity as a result of a non-work related injury, and who will continue to do so for approximately the first six months of 2012. This sergeant is restricted to office duty and is not allowed to be in a squad on general patrol or to respond to calls. From January 1 through June 30, 2011, this department handled 7,484 calls, and I anticipate a similar number for the same time period in 2012. Consequently, I am requesting additional funding in the amount of \$13,689 in order to hire a limited term employee (LTE) during the sergeant's recuperation. As January is traditionally our slowest month and, as our reserve officers will return to service around Memorial Day, this LTE would be employed from the last week of February 2012 through the beginning of June 2012. This is a non-union position, earning reserve officer wages as well as Social Security and retirement benefits, and will be scheduled for full time hours to fill the vacant shifts. This position will not receive health or dental insurance coverage.

The second situation concerns a patrolman who, starting in August 2012, will be off approximately one year due to work related injuries. My plan is to utilize the same LTE officer in this position. Since this is a workers compensation claim and the City will be partially reimbursed, at the most the cost for this position will be \$17,807 through the end of 2012, with January through August 2013 costs being addressed in the 2013 budget. The cost for this position is higher than the non-union position as, per the union contract, a LTE used to fill a patrolman's position is paid at the patrolman starting rate.

I project that the Lake Geneva Police Department will have answered 16,800 service calls in 2011. I anticipate that number to increase in 2012 and believe the department cannot afford to be short an officer. We have worked hard to find a solution that allows the department to remain fully staffed in order to offer the same standards of public service


and safety to our residents. The resolution I proposed and that was accepted by the Police & Fire Commission is to fill the LTE positions with a current reserve officer since reserve officers are already sworn, have the same education and training as full-time officers, and are familiar with our department. Additionally, filling these positions with a LTE will allow shifts to be fully covered without paying overtime to a full-time officer.

Please feel free to contact me with any questions you may have.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Michael S. Rasmussen". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Michael S. Rasmussen
Chief of Police

- d. Request approval to forward two SBC invoices, totaling \$2,210.00, to the City Council for payment
Chief Rasmussen advised the invoices were from repairs that had to be done to the 911 system in March of 2011. SBC worked well with us and reduced the invoices by half. Chief said there is no money in the Police Budget as this was an unexpected expense and asked the Commission to forward the invoices to Council and ask that they be paid out of contingency. Pienkos motioned to forward to Council, Jacobs seconded. Pienkos, Elliott, Jacobs, Madson, and Chesen voted yes. Motion carried 5-0.
- e. "SWAT" memo of understanding with Walworth County
Chief Rasmussen said he has heard nothing from the Corp. Counsel and asked that no action be taken on this until the January meeting.
- f. Employee Grievance Procedure
The procedure was handed out for the Commissioners to review. Chief Rasmussen said it won't be voted on until the February meeting when all Commissioners are present.
- g. Correspondence received by Chief -- NONE
- h. Monthly Activity reports
Chief reviewed the total number of calls: 1,096 Calls for service, 111 arrests, 4494 calls to dispatch.
- i. Items to be forwarded to Council
Activity reports and SBC Invoices
9. Fire Department Business:
- a. Approval of bills for the Month of November 2011. Operating in the amount of \$52,707.01, and Capital in the amount of \$573.76, for a total of \$53,280.77
Madson motioned to approve the bills, Elliott seconded. Pienkos, Elliott, Jacobs, Madson, and Chesen voted yes. Motion carried 5-0.
- b. Fire Inspection Fee Ordinance Update
Chief Connelly said he had a meeting with the City Administrator and the City Comptroller. After some discussion it was decided that after the 1st of the year, the City will take over the billing for fire inspections. The Comptroller will put a protocol together so everyone understands the process. Pienkos motioned to allow the City to do the billing and thanked them for taking on the task, Elliott seconded. Motion carried 5-0.
- c. Memorandum of Understanding between the Lake Geneva Fire Department and Paratech Ambulance for coverage in Geneva Township 
Chief Connelly said that he reviewed the wording that Attorney Draper and Paratech agreed to and requested that the Commission approve the MOU. Madson motioned to approve, Pienkos seconded. Motion carried 5-0.
- d. Succession planning – No Update
- e. Problems with the floor finish at Station #1
Chief Connelly said he is not pleased with the way the floor looks and it can be very slippery. Chief has been in contact with the vendor that did the work and they have been in contact with the manufacturer. Chief recommended paying the entire bill except \$3,100.00 until the problem is fixed. Pienkos motioned to withhold \$3,100.00, Chesen seconded. Pienkos, Elliott, Jacobs, Madson, and Chesen voted yes. Motion carried 5-0.
- f. Reinstate Matt Kuehl as of 01/01/2012 from Military Leave
Chief Connelly said Mr. Kuehl was gone for 18 months and is back now. Pienkos motioned to approve the reinstatement and thanked Mr. Kuehl for his service. Elliott seconded. Motion carried 5-0.
- g. Correspondence received by Chief - None

MEMORANDUM OF UNDERSTANDING

BETWEEN PARATECH AMBULANCE SERVICE, INC. AND LAKE GENEVA FIRE DEPARTMENT RELATING TO AMBULANCE BACK UP TO THE TOWNSHIP OF GENEVA

Effective for a period ending December 31, 2012 City of Lake Geneva and Lake Geneva Fire Department (LGFD) agrees but is not obligated to provide back-up services to Paratech Ambulance Service, Inc

- I. PURPOSE:** The intent of this Memorandum of Understanding is to define the role of Lake Geneva Fire Department with the specifics to ambulance backup services in the Town of Geneva Service Area served by Paratech Ambulance Service, Inc.

II. DEFINITIONS

"Service Area" means the south of Lake Como including Lodge at Geneva Ridge (Interlaken Resort), lands north along Highway H to Springfield Road including the east side of the Lake Como Subdivision to Queen Road and properties east to Weeks Road. Said back-up ambulance shall be requested by Walworth County Sherriff (WCS) at any time that Paratech Ambulance is already on an ambulance call or is unable to respond due to mechanical issues.

"Emergency medical services" means the pre-hospital assessment and treatment of a sick or injured individual initiated at the scene of an incident and continued through the transport and transfer, if found appropriate, of the individual to a medical facility or other appropriate location in order to prevent loss of life or aggravation of physiological or psychological illness or injury.

"Back-up" means to provide EMS services to Paratech Ambulance's Town of Geneva Service Area if Paratech is not available.

III. PARATECH AMBULANCE ROLE:

Paratech Ambulance agrees as follows:

1. To request assistance under the terms of this agreement.
2. To contact Lake Geneva Fire Department first for the provision of back-up EMS services.

IV. LAKE GENEVA FIRE DEPARTMENT ROLE:

The LGFD agrees to the following:

1. The rendering of assistance under the terms of this agreement shall not be mandatory, but at the time of receiving the request for assistance LGFD should immediately inform WCS if for any reason assistance cannot be rendered.
2. All services performed under this agreement shall be rendered without reimbursement by Paratech Ambulance, Inc. or the Town of Geneva. LGFD shall look directly to recipient of services for reimbursement.

V. LAKE GENEVA FIRE DEPARTMENT LEVEL OF SERVICE

1. LGFD shall provide service consistent with its State license while operating within the scope of practice authorized under LGFD's medical control.

VI. CONFLICT RESOLUTION

From time to time, personnel from one or another may have some concerns or questions regarding this Agreement or the working relationship of the parties. Should such issues arise, they shall be dealt with by each parties chain of command to provide answers and resolutions. Notwithstanding the foregoing, Lake Geneva Fire Department shall be the incident commander and in control of all "Service Area" scenes wherein Paratech Ambulance Service, Inc. and the Lake Geneva Fire Department are on the same scene.

MEMORANDUM OF UNDERSTANDING
BETWEEN PARATECH AMBULANCE SERVICE, INC. AND LAKE GENEVA FIRE DEPARTMENT RELATING
TO AMBULANCE BACK UP TO THE TOWNSHIP OF GENEVA

PAGE TWO

VII.INSURANCE

LGFD shall procure and maintain such insurance as is required by applicable federal and state law and as may be appropriate and reasonable to cover its staff, equipment, vehicles, and property, including but not limited to liability insurance, workers' compensation (if applicable), unemployment insurance, automobile liability, and property damage.

VIII. FIRE CHANNEL FREQUENCY AGREEMENT

The terms and conditions of that certain agreement dated September 30, 2004 by and between **Paratech Ambulance** and **LGFD** regarding the use of radio Frequency 154.415 is incorporated herein by reference as if stated fully herein.

This agreement shall become effective upon the date hereof and shall remain in full force and effect until receipt of written notice by one party to the other party, giving thirty (30) days notice of said cancellation.

PARTIES

PARATECH AMBULANCE SERVICE, INC.

CITY OF LAKE GENEVA

SIGNED BY

TITLE

DATE

SIGNED BY

TITLE

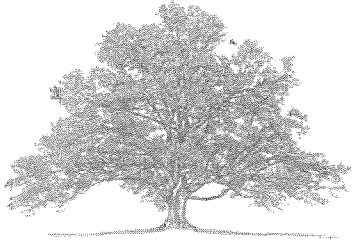
DATE

CITY OF LAKE GENEVA POLICE AND FIRE
COMMISSION

SIGNED BY

TITLE

DATE

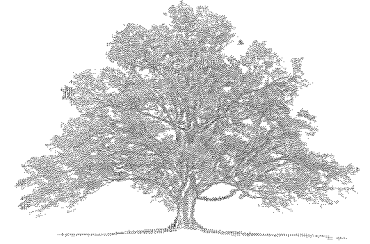


OAK HILL CEMETERY

Box 161

Lake Geneva, WI 53147

262-248-2789



City of Lake Geneva
Finance & Budget Comm.

We are requesting for your consideration a new truck. We mentioned it last year but with no success. Our trucks are a 1995 and 2007 and we are continuously spending money on repairs. We know it will be after the first of the year, if this is passed, and at that time will procure bids from dealers, etc. to then be presented to the Council for their consideration. Oak Hill, as of now, can probably pay \$8,000 toward the amount of the truck.

Evon Fredrickson, President of our Board, received these specs and prices on what is needed.

Ford F 350 4 x 4, Auto w/o overdrive, Low gear diff., Part-time 4 wheel drive, Lock out hubs, AM/FM radio, A/C, Cloth seats, All gauges, Trans cooler, Class 3 tow package.

\$32,600 plus

All Hydraulic Dump Box with fold down sides and 8'6" Pro-series Plow.

\$12,200 Adams-installed (Used this price)

\$12,500 Monroe-Insta

\$32,600

12,200

Complete Total: \$44,800 (less \$8,000) Asking for \$36,800

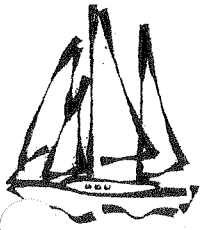
If there are any questions, please call. We will be happy to be at any of the meetings scheduled for the cemetery if we are contacted

Sincerely,

OAK HILL CEMETERY

CC: Evon Fredrickson
Sturges Taggart

By Marian Totar 9/21/11



AGENDA ITEM REQUEST FORM

CITY OF LAKE GENEVA, WISCONSIN

Please attach any information that you would like to be included with the agenda.

Two Aldermen, Mayor Or Administrator
For City Council Requests: Article II,
Section 2-42 (c) must be received two
Fridays prior to the scheduled City Council
meeting

Item Requesting
Be placed on agenda
Please list as you would like it
displayed on the agenda

Committee/Board/Commission
which you are asking to
Review this item

Date of Meeting

ALDERMAN KROHN ALDERMAN O'NEILL
<i>Approve the funding for cemetery trucks</i>
FINANCE/COUNCIL
JANUARY 9, 2012

Signature

Carleen Krohn

DATE: 12/28/11

Tom J. O'Neill

DATE: 12/28/2011

**CITY PLAN COMMISSION
MONDAY, DECEMBER 19, 2011 - 6:30 PM
COUNCIL CHAMBERS, CITY HALL**

Meeting called to order by Mayor Connors at 6:30pm.

Roll Call: Alderman Hartz, Commissioners Hill, Skates and Flower. Also Present: Mayor Connors, City Attorney Draper, Building/Zoning Administrator Brugger, City Planner Slavney, City Administrator Jordan and Administrative Assistant Special. Commissioners Olson and Poetzingler were excused.

Harts/Skates motion to approve minutes of November 21st, 2011 Plan Commission meeting. Motion carried.

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 five (5) minutes. Applicants will be allowed when their item is discussed.

None.

Correspondence.

None.

Public Hearing and recommendation on a Conditional Use Application filed by Wrigley Drive LLC, PO Box 460, Lake Geneva, WI, 53147, for a commercial indoor lodging facility in the Central Business zoning district at 835 Wrigley Drive, Tax Key No. ZOP 00339. Jason Bernard, architect for the applicant approached the podium explaining that the applicant would like this item continued to the January 16, 2012 Plan Commission meeting. Hartz/Flower motion to continue this item to the January 16, 2012 Plan Commission meeting. Motion carried unanimously.

Public Hearing and recommendation on a Conditional Use Application filed by Kocourek Property Holdings LLC, 880 S. Lake Shore Drive, Lake Geneva, WI, 53147, for a Group Development in the Central Business zoning district at 269 Broad Street, Tax Key No. ZOP 00262. Jason Bernard, architect for Kocourek Property Holdings approached the podium to explain the project. Bernard shows the color samples/rendering for the façade. Mayor Connors asks about the flex space off of north unit. This space (entering off of Geneva Street) could be used by either Unit B or Unit C and give front exposure to that unit. It would be walled off where the dotted lines are. Bernard explained how the applicant is looking for four spaces even though there are only three spaces on the sketch. It is so in case the applicant wants to utilize four spaces in the future, they wouldn't have to come back for approval. Flower asked what would happen to the restroom facilities if four spaces were utilized. Bernard said they would need to add another restroom facility. Hartz asked if any additional parking would be needed. Brugger stated no. Slavney reiterated that if a use that normally does require a conditional use is proposed later to be a tenant, it will have to come in and get individual approval. Permitted uses such as offices, professional services or retail would be allowed to come in and out as a matter of right. Flower asked if these were retail spaces, would Unit B and the potential front unit of A need additional access. Brugger stated that typically if these spaces stay under 1000 sq. ft. they do not need additional exits. A single exit is adequate. Flower/Skates motion to close the public hearing. Motion carried. Hartz/ Hill motion to recommend approval of a Conditional Use for Group Development in the Central Business zoning district at 269 Broad Street, Tax Key No. ZOP 00262 including all Staff recommendations. Discussion followed. Brugger wanted to mention that this will also serve as their downtown design review. Bernard walked the color samples around. Motion carried unanimously.

Public Hearing and recommendation on a Precise Implementation Plan filed by Parkside Management Services LLC, 5215 Old Orchard Road Suite 860, Skokie, IL 60077-1045, to allow for a senior living facility that includes 110 independent, assisted and memory care units near N. Bloomfield Road and Southland Farms Drive, Tax Key No. ZSF 00074. Terry Smith from BSB Design approached the podium to introduce the members of the senior living team and then began to explain more about the PIP proposal in front of the Commission tonight. This senior living facility will be development by Parkside Management Services LLC. The parcel is approximately 9.6 acres. It is located in the southwest corner of Southland Farms. Access into the site will be from the east off a shared access drive that will also provide access to the proposed club facility. Mr. Pollard will develop this as part of his project. The facility will have three components to it. Overall it will have 110 total units that will be built in two phases. There will be a total of 52 independent living in two different wings. There will be a phase 1 wing and a phase 2 wing. In the center core of the building will be a one story club facility. At the north wing on the west side will be a once story memory care wing that will have 22 units and then on the east side will be a three story assisted living wing that will have a total of 36 units. Phase one will consist of 32 independent units. There will be a subsurface garage that will be accessed from the south end. There will be 52 spaces. There will be 37 additional parking spaces on the site. Grading is a bit challenging topographically going from the east to the west. Explanations of the elevations were talked about. There will be some emergency access off of North Bloomfield Road to the south. This will be a temporary access. If and when Northwind Circle is built to the north, that is designated as the future permanent access point. Until that street is built, they will be using the emergency access along N. Bloomfield Road. They will be working with the fire chief in the coming weeks to finalize that detail. There will be a main drop off circle right in front of the club portion of the building. As you come around to the east side of the building, there will be an additional drop off area mainly for service and parking for employees. Smith talked about the native plantings that are proposed. He also explains many other details that are included in the packet. Smith also talks about some changes that the team has talked about with staff and would like to propose. The suggestion was to delete the sidewalk at the north end of the site at the drop off circle and extends into the memory care courtyard. During the process, since they submitted the drawings, they have been working with the City and it was asked to extend the sidewalk to the back courtyard. Parkside thought it was a great suggestion and added it; however, they would like to consider removing part of it. They would like to remove part of it along the memory care courtyard area as it would be rarely used and also give the memory care patients a little more privacy. They ask for the Plan Commission approval to be able to take that portion of the sidewalk out. The applicants would also like to delete the access gate and eliminate the median. Doug Buster approached the podium and began to explain the floor layout and the architecture. The height of the tallest part of the building does not exceed the maximum height mentioned in the zoning code. Explanations of the types of rooms were discussed. Buster also spoke about the different types of materials that are proposed to be used. He also came around and showed the materials. Flower asked about the blank studio rooms. Buster explained that they will be similar to the assisted living studio rooms but they will be 6' deeper so they will be a little more custom. Skates asked if they are proposing to take out the sidewalk in the memory care courtyard are they going to put in more landscaping. It is proposed to put some more in. There are no patios that access to the outside. Flower asks about the elevation for the second phase of the independent wing. She would like to see more. They do not have it with them tonight, but can show it in the near future. Hartz asked about the independent living wing elevations that would be seen from Bloomfield Road and then also from Southland Farms Drive. Buster and Smith provided those elevations. Brugger reminded that 6' of the 8' of the garage door will not be fully visible from the Road. Hartz also asked how far the closest point of the building is to Bloomfield Road. It is 140' from the Road. Hartz also asked if there will be a preference given to local folks or will be it be open to everybody. It will be open to everyone but 20% of the rooms will be reserved for moderate to low income people. This is per the funding that will be given for the project. Brugger asked about the number of employees on the largest work schedule. The largest shift would be about 36 employees. That will be confirmed. That would be an overlap of two work shifts. A single day shift would be about 20 people. At night there will be about 6 employees. Brugger said there will be 10-15 or so stalls set aside for visitors. They believe there will be more than that. There will be 52 spaces in the garage and 37 surface parking. At special event times and holidays they have already discussed with Brian Pollard to use some of his parking elsewhere on the Southland Farms site and provide valet parking. Hill asked about regulations for the memory care security. They are following standard CBRF regulations governed by the state. The building doors to the outside will be locked at night and the doors to the unit will be keyed. Discussion followed on emergency access drives. Hartz asked if there will be access for residents that do not drive to be able to get downtown and to the grocery store. There will be a bus on site that will take residents into Lake Geneva for their errands, shopping etc. Hill reiterates that all the items on the plan will be completed before phase II is began. Yes, all the site work will be finished.

Alderman Ellyn Kehoe, 222 Warren Street approached the podium to ask some questions. She comments on how nice the project appears. She questions the two-bedroom units and whether that will be for two people or one person. Will it have one or two entries? The units are intended for two related people so it is understood that one entry is sufficient. Kehoe also asked if there is a treatment room on site for people to be in prior to being taken perhaps to the doctor. Yes there is a treatment room in the assisted living area. Skates/ Hill motion to close the public hearing. Motion carried. Motion to recommend approval of the Precise Implementation Plan filed by Parkside Management Services LLC, 5215 Old Orchard Road Suite 80, Skokie, IL 60077-1045, to allow for a senior living facility that includes 110 independent, assisted and memory care units near N. Bloomfield Road and Southland Farms Drive, Tax Key No. ZSF 00074 subject to the Attachment A by City Planner Slavney in a letter dated December 14, 2011, as modified by the deletion of the sidewalk around the memory care unit and subject to granting the exemptions noted in Attachment B in relation to the five specific review criteria and the overall criteria in the zoning ordinance, and the elimination of the access gate on the entrance drive along with all Staff recommendations. Discussion followed. Friendly amendment to the original motion Flower/Connors to allow the Fire Chief to review the cul de sacs radiuses and the exit points. Motion carried on the amendment to the original motion. Original motion carried unanimously.

Review and action on a Certified Survey Map submitted by the City of Lake Geneva for land located at 120 Sheridan Springs Road. Brugger explained the reasoning behind this CSM. The corrections were made and the revised CSM was placed in front of the Commissioners this evening. Skates/ Hill motion to approve the CSM submitted by the City of Lake Geneva for land located at 120 Sheridan Springs Road including Staff recommendations. Motion carried unanimously.

Review and recommendation on a referral from the Common Council (Nov. 28, 2011 meeting) on a request by Windstream Wireless for the location of underground conduit to be placed through the City of Lake Geneva within the road right of way. Bob Martin, from Windstream Communications approached the podium to explain this project. He has been working with Mr. Brugger and Mr. Winkler to secure a permit to work in the Right of way. Windstream Communication will actually own the conduits. Verizon just happens to be their customer. This will be similar to the cell towers in that other carriers will be able to utilize the conduits as well. They will be able to use the same conduit and they will be installing additional conduit so they don't have to go through the installation twice. This is weather dependent. It could be slow this time of year. They plan to go 30"-40" below the ground and if the frost goes below that it will be quite difficult. He guestimates that this will take place in about 6 weeks. They are looking to be completed by the end of the first quarter. Discussion followed. Hartz asked if there will be any facilities above ground. They will actually be flush mounted with the ground. They will be able to be driven over. There will be no standing pedestals. Will any parts of the road be torn up? There will typically be borings but there will be times that they will be working in the street where they will take out a core and then put it back in with DOT approved epoxy. Windstream is responsible for the restoration for the landscaping and making sure that it grows. Any sidewalk disturbance will be replaced from seam to seam. Attorney Draper explains, per the State Statute, why this is in front of the Plan Commission for recommendation. Discussion followed. The corporate headquarters is in Arkansas but they have local road techs and contractors that can respond to emergencies in a fairly quick amount of time. Hartz/ Hill motion to recommend approval of the proposal by Windstream Communications for the location of underground conduit to be placed through the City of Lake Geneva within the road right of way as depicted in the packet that was distributed. Motion carried unanimously.

Downtown Design Review

None.

Skates/Hartz motion to adjourn at 7:59 pm. Motion carried.

/s/ Jennifer Special, Building/Zoning Administrative Assistant

These minutes are not official until approved at the next Planning Commission meeting.

STAFF REPORT
To Lake Geneva Plan Commission

Meeting Date: December 19, 2011

Agenda Item #6

Applicant:

Wrigley Drive LLC
PO Box 460
Lake Geneva, WI 53147

Request:

Conditional Use to allow for a commercial indoor lodging facility in the Central Business zoning district at 835 Wrigley Drive, Lake Geneva, WI 53147
Tax Key No. ZOP 00339.

Description: The applicant would like to convert the existing commercial apartment at this location to a commercial indoor lodging facility.

Staff Recommendation: Staff has no objection with the requested use of the property as it is in a location that lends itself to tourist lodging. However, the applicant has recently revised the site plan portion of the application and that revision is incomplete. The proposal now contains an addition to the structure without any details regarding the addition. It also changes the parking stall arrangement from two stalls stacked single file to two stalls adjacent to each other. Staff does not believe that two cars could access the side by side stalls from the adjacent 16 foot wide alley access. Staff would recommend this matter be continued to January to allow staff to work with the applicant on an acceptable parking arrangement as well as completing the submittal requirements relating to the proposed addition.

If, after the public hearing, the Commission wishes to recommend approval, then the appropriate fact finding would be:

1. In general, the proposed conditional use is in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.

2. Specific to this site, the proposed conditional use is in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.

3. The proposed conditional use in its proposed location, and as depicted on the required site plan does not result in a substantial or undue adverse impact on nearby property, the character of the neighborhood, environmental factors, traffic factors, parking, public improvements, public property or rights-of-way, or other matters affecting the public health, safety, or general welfare, either as they now exist or as they may in the future be developed as a result of the implementation of the provisions of this Chapter, the Comprehensive Plan or any other plan, program, map, or ordinance adopted or under consideration pursuant to official notice by the City or other governmental agency having jurisdiction to guide development.

4. The proposed conditional use maintains the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.

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

6. The potential public benefits of the proposed conditional use outweigh all potential adverse impacts of the proposed conditional use after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts.

If, after the public hearing, the Commission wishes to recommend denial, then the appropriate fact finding would be:

1. In general, the proposed conditional use is not in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.

2. Specific to this site, the proposed conditional use is not in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.

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

4. The proposed conditional use does not maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.

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

6. The potential public benefits of the proposed conditional use do not outweigh all potential adverse impacts of the proposed conditional use after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts.

Agenda Item #7

Applicant:

Kocourek Property Holdings LLC
880 S. Lake Shore Drive
Lake Geneva, WI 53147

Request:

Conditional Use approval for a Group Development
in the Central Business zoning district at 269 Broad
Street, Lake Geneva, WI 53147 Tax Key No. ZOP 00262.

Description: The applicant would like to divide their existing single tenant commercial building into a multi-tenant space allowing up to four tenant spaces. This application will also include a Downtown Design Review.

Staff Recommendation: Staff has no objection to this proposed use or the proposed design change. Staff feels that the proposed design does an excellent job of bringing this building facade into a time frame more consistent with the other buildings in the downtown area in general and the adjacent buildings in particular and that the design conforms to the Downtown Design Standards of Sec. 98-913 (9).

If, after the public hearing, the Commission wishes to recommend approval, then the appropriate fact finding would be:

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

If, after the public hearing, the Commission wishes to recommend denial, then the appropriate fact finding would be:

1. In general, the proposed conditional use is not in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.

2. Specific to this site, the proposed conditional use is not in harmony with the purposes, goals, objectives, policies and standards of the City's Comprehensive Plan, Zoning Ordinance, and any other plan, program, or ordinance adopted, or under consideration pursuant to official notice by the City.

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

4. The proposed conditional use does not maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.

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

6. The potential public benefits of the proposed conditional use do not outweigh all potential adverse impacts of the proposed conditional use after taking into consideration the Applicant's proposal and any requirements recommended by the Applicant to ameliorate such impacts.

Agenda Item #8

Applicant:

Parkside Management Services LLC
5215 Old Orchard Road Suite 860
Skokie, IL 60077-1045

Request:

Precise Implementation Plan approval for a senior living facility that includes 110 independent, assisted and memory care units near Bloomfield Road and Southland Farms Drive, Tax Key No. ZSF 00074.

Description: The applicant would like to construct a new senior residential facility.

Staff Recommendation: See attached report from City Planner Mike Slavney.

Agenda Item #9

Applicant:

City of Lake Geneva
626 Geneva Street
Lake Geneva, WI 53147

Request:

Review and Action on a Certified Survey Map
submitted by the City for land located at 120
Sheridan Springs Road, Lake Geneva, WI 53147.

Description: The City would like to divide a lot from their existing property on Sheridan Springs Road (former WE Energies site); currently un-platted land.

Staff Recommendation: Staff has no objection to this division as the resulting lot conforms to the lot size requirements of the General Industrial District. The City Engineer has identified two corrections that will need to be made. The scale of the CSM is incorrect and the City Clerk signature line is incorrect. Staff hopes to have a corrected version for the meeting.

Agenda Item #10

Applicant:

Windstream Wireless

Request:

Review and recommendation on a referral from the
Common Council (11/28/11 meeting) for the location
of underground conduit to be placed through the City
within the road right of way.

Description: The applicant would like to install conduit containing fiber optic cable within the street right-of-way.

Staff Recommendation: This matter was referred to the Plan Commission by the City Council in compliance with Wis. Stat. 66.23(5). Staff has no objection to this request.

Staff may provide additional comment on the above items and will comment on remaining agenda items at the meeting.



Zoning Administrator



VANDEWALLE & ASSOCIATES INC.

To: City of Lake Geneva
From: Michael A. Slavney, FAICP, City Planner
Date: December 14, 2011
Re: Proposed Precise Implementation Plan for Southland Farms Senior Housing

Introduction regarding Planned Developments

Parkside Management Services, LLC has submitted a request and packet for the Precise Implementation Plan (PIP) for the senior housing component of the Southland Farms Planned Development.

A PIP is the final step in the Planned Development review process. It follows the General Development Plan (GDP) step, which identifies the general pattern of development, the range and location of permitted land uses, and the permitted density of development within a Planned Development project.

The PIP step combines requirements for detailed site design, with the ability of the Plan Commission and Common Council to impose specific conditions of operation and related performance requirements. In this way, a PIP is much like a conditional use permit request that is following an earlier-approved amendment to the Zoning Map, which was granted through approving the GDP

There are two important advantages of the Planned Development approach that should result in a win-win for the community and the developer. First, each Planned Development is its own unique zoning district. Each Planned Development has its own set of detailed zoning rules, and these rules may grant more flexibility than the provisions of the Zoning Ordinance in general. At both the GDP and PIP steps, these flexible provisions must be explicitly identified by the developer in the submittal packet, and must be considered and explicitly granted by the Common Council – following a public hearing and recommendation by the Plan Commission.

Second, the Planned Development approach can facilitate large-scale and/or multi-stage development projects. Specifically, a development can get approval of the GDP for the entire project – without needing to submit the time-consuming and expensive detailed plans (grading, utilities, building, floor, landscaping, lighting, and erosion control) for any part of the project. Later, as the market emerges, the developer can then bring forward *parts* of the approved GDP as individual PIPs for detailed review and potential approval. The Southland Farms Senior Living Project is at this stage, now.

Description of the Proposed Southland Farms Senior Living PIP

The proposed Southland Farms Senior Housing PIP is generally consistent with the originally-approved 2006 GDP for the 165 acre Southland Farms planned development. In May of 2011, the City approved a revised GDP for the senior housing portion of the project, totaling 110 dwelling units on about 9.6 acres. This comes to about 11.5 dwelling units per acre – which is not very dense for a project containing assisted living and memory care units.

The submittal packet from BSB Design, consultants to the applicant, includes both a written narrative, and a set of detailed plan drawings. Rather than repeat all the details, I would like to highlight several parts of the submittal:

1. The Proposed Facility (page 3): Section D of the narrative indicates that the dwelling unit mix of the proposed PIP has been maintained from the approved count in the GDP at 110, but has adjusted to include 5 more independent living units, 7 fewer assisted living units, and 2 more memory care units. Section D also indicates that 5 more parking spaces are provided. Section D also notes that the memory care wing is now proposed for one story, while the assisted living wing is now proposed for three stories. Finally, the approved maintenance building has been replaced by space in the underground garage.
2. The Project Density and Site Data table on page 4 shows that these adjustments result in lowering the amount of development on the site by about 46,000 square feet of floor area – significantly reducing both the Floor Area Ratio and the Impervious Surface Ratio on the site.

Generally speaking, other aspects of the proposal are consistent with the approved GDP.

Please review the written narrative and the site plan packet for all the details.

Detailed Technical Review by City Staff

This is a large-scale project, which is also the first part of the overall Southland Farms GDP that is proposed for development. As such, in addition to building-specific and site-specific details, this project must also supply basic utility, stormwater and transportation infrastructure. To this end, the list of items in Attachment A represents City Staff's detailed review of the proposal, and focuses on such *technical* issues.

City Staff has also reviewed the required listing of exemptions to the typical requirements of the Zoning Ordinance. Generally, this list is consistent with the exemptions approved in the GDP. However, with more details now provided at the PIP step (such as floor plans, building elevations and exterior lighting) several additional exemptions have been identified. These are addressed in detail by City Staff in Attachment B.

Policy Review by the City Planner

The proposed Precise Implementation Plan (PIP) is consistent with the recently approved General Development Plan (GDP), is essentially consistent with the original GDP for Southland Farms, and is consistent with the City's Comprehensive Plan – which designates this area for “Planned Neighborhood” development. Planned Neighborhoods are defined by the Comprehensive Plan as including both multi-family and institutional land uses (in addition to single-family and two-family development, neighborhood-serving business and parks).

The proposed development does not add to the supply of approved and improved single-family lots, but rather, meets the growing demand for age-in-place senior housing.

The proposed development also begins the redevelopment of the old racetrack site, a factor that was enthusiastically noted during the review of the original GDP.

In addition to these important considerations, each PIP must be evaluated in relation to 5 specific review criteria, and one overall review criteria, as identified in the Zoning Ordinance. These are:

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

If the proposed PIP is deemed acceptable to the Plan Commission and Common Council, I recommend that each body finds in the affirmative for each of the above criteria – subject to full compliance with Attachment A and to granting the requested Zoning Ordinance exemptions in Attachment B.

ATTACHMENT A:

Technical Review List by City Staff:

City Staff has been working with the Southland Farms Senior Living applicants to provide a complete submittal and facilitate review of the project by the Plan Commission and Common Council. The following are Staff's list of comments based on the November 25 submittal packet from BSB and RA Smith (and supplemental annotated remarks from BSB received by City Staff on December 5, 2011 in response to City Staff's memo of November 29 and the Fire Chief comments dated November 29).

Staff notes the proposed Precise Implementation Plan's overall consistency with the approved General Development Plan, and with the City's Comprehensive Plan.

This updated list is intended to focus the review by the Plan Commission and Common Council on substantive items, to provide for a clear written record of the review, and to suggest a list of Staff-identified conditions of approval. Listed items A-D, below, could be supplemented by any conditions identified by the Plan Commission and Common Council as part of an approval motion.

A. Fire Protection

The Applicant has been working with the Fire Chief to identify appropriate conditions of approval for the project. These conditions are identified in Chief Connelly's memo of Tuesday, November 29, 2011, and have responded to by the Applicant's updated submittal in Appendix D. As a result, the recommended conditions of approval include:

1. A fully automatic standpipe system shall be installed throughout every floor of the structure;
2. A complete NFPA 13 compliant sprinkler system shall be installed;
3. The sprinkler system shall be zoned per floor, including required floor control valves which can be supplied by the standpipe;
4. A fire alarm system, with complete smoke detection, shall be installed throughout the structure;
5. The smoke detection equipment in the units shall activate the notification appliances within the unit, and send a supervisory signal to the central station;
6. Activation of any smoke detector in a common or public area shall activate the notification appliances throughout the facility and the central station;
7. The central station shall notify the Fire Department of the alarm;
8. The required carbon monoxide detectors shall be connected to or monitored by the fire alarm system. This could be a supervisory signal;
9. Additional fire hydrants shall be placed on the property to assure adequate water supply and lessen the time it takes to secure the water supply; and,
10. Each and every required condition in A. 1.-9., shall require system design approval, system inspection, and the final written approval by the City and the Fire Chief prior to building occupancy.

B. Public Improvements

Public Improvements are required for this project. The Applicant has been working with the City Staff to identify appropriate conditions of approval for the project. These conditions are identified in Mike Slavney's memo of Tuesday November 29, 2011, and have responded to by the Applicant's updated submittal in Appendix C. As a result, the recommended conditions of approval include:

1. The improvement of Southland Farms Drive northward from Bloomfield Road to a point, approved by City Staff, north of the private drive serving the Senior Living project;
2. Intersection improvements to Bloomfield Road at, and adjacent to, the new intersection with Southland Farms Drive;
3. The installation of public water and sanitary sewer to the subject property;
4. The installation of a 10 foot wide multi-use asphalt path within the north side of the Bloomfield Road right-of-way; and potentially,
5. Other public improvements identified by the City during the PIP review process;
6. Each and every required condition in B. 1.-5., shall require design approval, construction inspection, and the final written approval of the City prior to building occupancy.

C. Site Plan

A few Site Plan details have not yet been provided. These are technical in nature, and City Staff is comfortable with these details being included as conditions of approval, rather than requiring their provision and approval as a PIP submittal requirement. The Applicant has been working with the City Staff to identify appropriate conditions of approval for the project. These conditions are identified in Mike Slavney's memo of Tuesday, November 29, 2011, and have responded to by the Applicant's updated submittal in Appendix C. As a result, the recommended conditions of approval include:

1. Details must be provided, and design approval secured, regarding the emergency access drive, per the direction of the City Public Works Director, Fire Chief and Consulting City Engineer;
2. Details must be provided, and design approval secured, regarding design and location of a barrier limiting access to the emergency access drive, per the direction of the City Public Works Director, Fire Chief and Consulting City Engineer;
3. Details must be provided, and design approval secured, regarding design of the sump pump and its discharge system serving the trench drain at the underground parking entrance, per the direction of the City Public Works Director and Consulting City Engineer;
4. Details must be provided, and design approval secured, regarding design of the connection of the continuous sidewalk loop around the entire building, in its first and subsequent phases, to the planned public sidewalk system to the north and east, and to the multi-purpose path in the south, per the direction of the City Public Works Director and Consulting City Engineer;
5. A complete storm water management plan must be provided, and design approval secured, per the direction of the City Public Works Director and the

- Consulting City Engineer. Needed detailed information includes additional information of the pond liner, pond outlet structure and overflow weir;
6. Provide the SLAMM input data file. The SLAMM data file needs to exclude winter months in accordance with Wis. Administrative Code Section NR 151.12.10 per the direction of the Consulting City Engineer;
 7. Details on the retaining wall heights and its construction, per the direction of the Consulting City Engineer;
 8. Details on utility services, per the direction of the Consulting City Engineer;
 9. Provide erosion control details including but not limited to construction sequence, temporary and permanent turf establishment, late season stabilization, inspections and reporting, de-watering, and soil stockpiles, per the direction of the Consulting City Engineer;
 10. Note that Sheet A9.0 of the submittal packet is entitled "Assisted Living Floor Plans" but appears to provide the unit floor plans for the Independent Living units. If so, this should be corrected and relocated forward in the packet, to benefit future plan reviewers and emergency services providers;
 11. Each and every required condition in C. 1.-6., shall require design approval, inspection, and the final written approval of the City prior to building occupancy.

D. Building Exterior Design, Accessory Structure Design, Landscaping Plan, Exterior Signage Plan and Exterior Lighting Plan

A few Building Exterior and Accessory Structure (Gazebo) Design details have not yet been provided – related to the specific exterior materials and colors. A Sample Board is the best way to address these specifics – for the review and approval of the Plan Commission and Common Council. As a result, the recommended conditions of approval include:

1. Provide a complete set of specific exterior materials and colors. Provide a Sample Board of such, for the review and approval of the Plan Commission and Common Council as part of the PIP review process.
2. Any and all changes to the approved Building Exterior, the approved Accessory Structure, the approved Landscaping Plan, the approved Exterior Signage Plan and/or the approved Exterior Lighting Plan shall require City Staff review and Plan Commission approval through the Site Plan review process in the Zoning Ordinance.

ATTACHMENT B:

Requested Exemptions from the Zoning Ordinance for the Southland Farms Senior Living Development

The following is the City Staff's identified list of exemptions from the standard requirements of the Zoning Ordinance and the approved General Development Plan – which also must be explicitly approved by the Plan Commission and Common Council and a required part of the PIP approval:

PIP Text Regarding Requested Exemptions from the Zoning Ordinance

Each proposed Planned Development requires the explicit identification, and City approval, of any and all requested exemptions from the requirements of the Zoning Ordinance. As part of a Planned Development, approved exemptions are not variances to the Ordinance, but rather requirements of the unique zoning district that is the approved Planned Development itself. Therefore, the Precise Improvement Plan application must *also* identify any changes between the approved General Development Plan and the proposed Precise Improvement Plan. The Applicant has done so in Section K of the PIP Submittal, beginning on page 6. These requested exemptions and changes include:

1. The proposed increase of Senior Housing Units/Beds from 100 approved in the GDP to 110;
2. The proposed change in the number of stories of parts of the building. Specifically, for the Memory Care Unit wing – from the two stories approved in the GDP to one story proposed in the PIP; and for the Assisted Living Unit wing – from two stories approved in the GDP to three stories proposed in the PIP;
3. Consistent with the approved GDP, the proposed exemption to the Zoning Ordinance requirement of a maximum of 35 feet of building height, to a maximum building height of 40 feet for the building perimeter, and 50 feet as measured at the garage floor;
4. Consistent with the approved GDP, the proposed exemption to the Zoning Ordinance requirement of a minimum of 5 feet of paved area setback to a right-of-way, down to 1 foot, at the drive into the Club Area;
5. Consistent with the approved GDP, the proposed exemption to the Zoning Ordinance minimum on-site parking requirement of {two parking spaces per dwelling unit, plus 1 parking space per 6 beds, plus 1 parking space per employee, other staff or doctor on the largest shift}, to a total of 96 on-site parking spaces;
6. Consistent with the approved GDP, the proposed exemption to the Zoning Ordinance maximum driveway curb cut of 35 feet at the right-of-way line, up to the proposed 40 feet;
7. Consistent with the approved GDP, the proposed exemption to the Zoning Ordinance maximum of one monument sign per lot, to the proposed second sign within the planted median at the entrance sign;
8. Consistent with the approved GDP, the proposed exemption to the Zoning Ordinance prohibition on off-site directional signs, to include both the proposed shared off-site directional sign located in the planted median at the housing project entrance, and the proposed shared off-site directional sign located along

North Bloomfield Road. Note that both shared signs are considered “off-site”, because the entrance drive shared sign is on the future club property but contains information about the senior housing project, and because the North Bloomfield Road shared sign is on the senior housing project property but contains information about the club; and,

9. New to the PIP, due to detailed photometric analysis now available on Sheet L3.1 and dated November 25, 2011. This is a requested exemption to the maximum level of illumination at the property line of 0.5 footcandles, up to a proposed maximum level of 1.6 footcandles and located along a portion the entrance drive into the project – where it crosses the property line. Note that the area exceeding the 0.5 footcandle limit is contained within a diameter of about 50 feet, which is centered in, and mostly directly above the entrance drive pavement. This exemption could be avoided by relocating the street light serving the intersection of the entrance drive with the drive serving the Club about 30 feet to the west. However, the proposed location is more appropriate for adequately lighting this intersection which serves the driving residents, their guests and facility employees; and is proposed to serve other Club members.

CONDITIONAL USE RESOLUTION 12-R01

A Resolution authorizing issuance of a Conditional Use Permit for a Group Development in the Central Business zoning district at 269 Broad Street, Tax Key No. ZOP 00262

WHEREAS, the City Plan Commission has considered the application filed by Kocourek Property Holdings LLC, 880 S. Lake Shore Drive, Lake Geneva, WI, 53147; and

WHEREAS, The City Plan Commission held a Public Hearing thereon pursuant to proper notice given on December 19, 2011.

NOW, THEREFORE, BE IT RESOLVED, that the Zoning Administrator be, and is hereby authorized, to issue a Conditional Use Permit to Kocourek Property Holdings LLC, 880 S. Lake Shore Drive, Lake Geneva, WI, 53147, for a Group Development in the Central Business zoning district at 269 Broad Street, Tax Key No. ZOP 00262, including all staff recommendations.

Granted by action of the Common Council of the City of Lake Geneva this 9th day of January, 2012.

James R. Connors, Mayor

ATTEST:

Michael D. Hawes, City Clerk

APPLICATION FOR CONDITIONAL USE

City of Lake Geneva

SITE ADDRESS/PARCEL NO. AND FULL LEGAL DESCRIPTION REQUIRED (ATTACH SEPARATE SHEET IF NECESSARY):

269 BROAD ST. LAKEGENEVA.

TAX ID# ZOP 00262

NAME AND ADDRESS OF CURRENT OWNER:

KOCUREK PROPERTY HOLDINGS, LLC 40 MICHAEL KOCUREK
880 S. LAKE SHORE DR. LAKE GENEVA, WI. 53147

TELEPHONE NUMBER OF CURRENT OWNER: 847.215.3455

NAME AND ADDRESS OF APPLICANT:

JASON R. BERNARD.

201 BROAD ST. LAKE GENEVA, WI. 53147.

TELEPHONE NUMBER OF APPLICANT: 262.248.1400

PROPOSED CONDITIONAL USE:

PROPOSED REMODEL OF EXTERIOR / INTERIOR OF
BUILDING. SPLITTING SPACE INTO UP TO 4 RETAIL
SPACES. (GROUP DEVELOPMENT.)

ZONING DISTRICT IN WHICH LAND IS LOCATED: CB

NAMES AND ADDRESSES OF ARCHITECT, PROFESSIONAL ENGINEER AND CONTRACTOR OF PROJECT:

ARCHITECT: JASON R. BERNARD, INC.

SHORT STATEMENT DESCRIBING ACTIVITIES TO BE CARRIED ON AT SITE:

RETAIL SALES.

CONDITIONAL USE FEE PAYABLE UPON FILING APPLICATION: \$400.00 [\$100 FOR APPLICATIONS UNDER SEC. 98-407(3)]

7 NOV 2011
DATE

Jason R. Bernard
SIGNATURE OF APPLICANT

proposed for development OR if the proposed conditional use is a group development (per Section 98-208) a proposed preliminary plat or conceptual plat may be substituted for the required site plan, provided said plat contains all information required on said site plan per Section 98-908.

(e) Written justification for the proposed conditional use:

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

III. JUSTIFICATION OF THE PROPOSED CONDITIONAL USE

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

RETAIL / MERCANTILE USE IS IN HARMONY WITH THE DOWNTOWN DESIGN OVERLAY DISTRICT.

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

THE PROPOSED REMODEL USES MATERIALS AND OVERALL DESIGN CHARACTER THAT IS IN HARMONY WITH THE DOWNTOWN'S HISTORIC QUALITY.

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

THE CURRENT BUILDING ENCRACHES THE BROAD ST R.O.W. THE PROPOSED REMODEL WILL NOT CREATE A GREATER DEGREE OF ENCRACHMENT.

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

MAINTAINS THE RETAIL / MERCANTILE USE IN THE DOWNTOWN OVERLAY DISTRICT. ENHANCES THE HISTORIC QUALITY OF THE NEIGHBORHOOD.

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

NO EXTERNAL EXPANSION. WILL NOT CREATE A BURDEN TO SERVICE / PUBLIC AGENCIES.

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

YES.

Written Description

The existing zoning district is the Central Business District and the Land use map designation shall remain the same. The current land use on the subject property is a single tenant use. The proposed land use for the property will be for a multi-tenant use with up to 4 smaller tenants which will provide for a more desirable central business retail use. The existing building encompasses the entire property so there shall be no changes to the existing site statistics. The operational considerations regarding the hours of operation will be determined by the future tenants and no nuisances will be created and the proposed development shall comply with all the requirements of Article VII. The proposed exterior building materials shall include a stone material from the sidewalk level to approximately 18" above the sidewalk. The main exterior material shall be a horizontal wood siding or similar material with an approximate visual exposure of 6". The siding shall terminate at vertical and horizontal wood or similar trim with a different paint color. Horizontal trim above the windows and doors and at the main roof cornice line shall be built-up with trim pieces of varying profiles for a more historical appearance. The building entries shall be highlighted with flat panels and trim with ornamental architectural brackets. New windows and doors shall be an aluminum storefront system with insulating glass. The aluminum storefront shall have an anodized bronze color finish. Awnings in an accent color at the building entries shall provide pedestrian protection.

PREPARED FOR
JIM McCULLOUGH
1551 EVERGREEN LN.
LAKE GENEVA WI. 53147

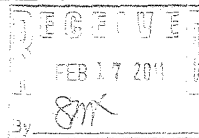
PLAT OF SURVEY

-OF-

THE NORTH 50 FEET OF LOTS 5 AND 6 IN BLOCK 27 OF
THE ORIGINAL PLAT OF THE CITY OF LAKE GENEVA,
LOCATED IN SECTION 36, TOWN 2 NORTH, RANGE 17 EAST,
CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN.

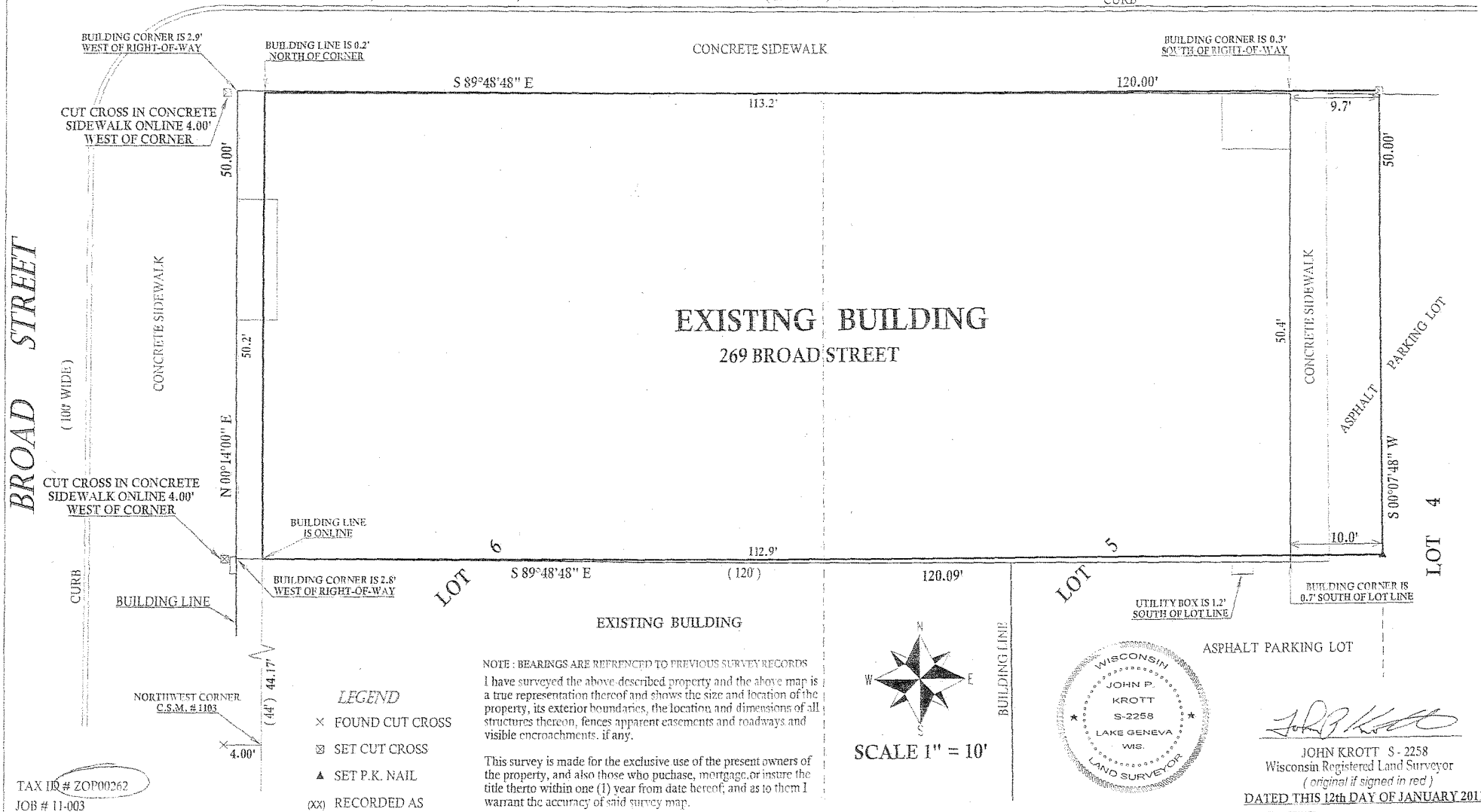
GENEVA STREET

(80' WIDE)

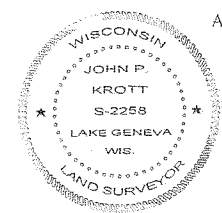


KROTT SURVEYING INC.

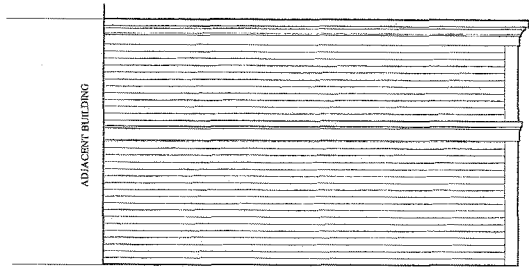
N3705 WILLOW BEND LANE
LAKE GENEVA WI. 53147
PHONE # (262)248-3697
FAX # (262)249-0639



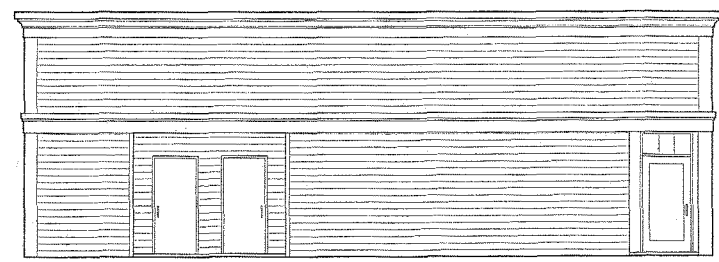
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JOB # 11-003



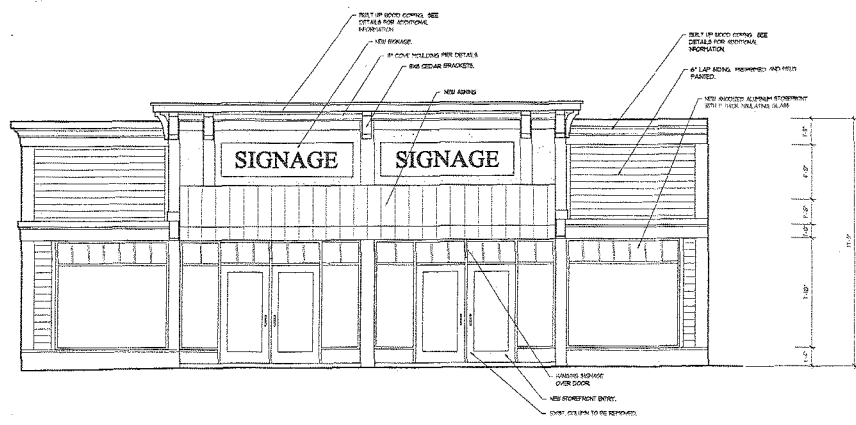
John P. Krott
JOHN KROTT S - 2258
Wisconsin Registered Land Surveyor
(original if signed in red)
DATED THIS 12th DAY OF JANUARY 2011



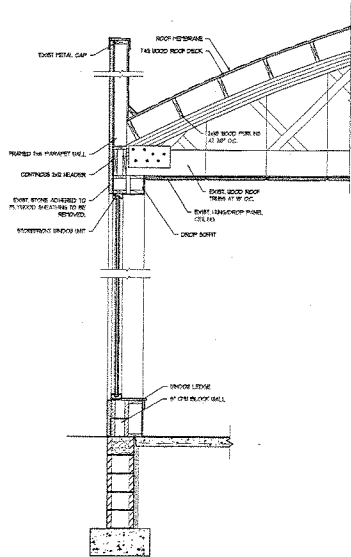
PROPOSED
SOUTH ELEVATION - PARKING LOT
SCALE 1/4" = 1'-0"



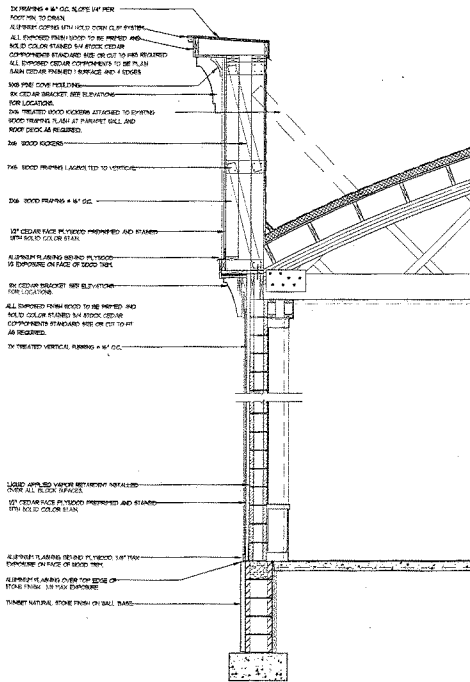
PROPOSED
EAST ELEVATION - PARKING LOT
SCALE 1/4" = 1'-0"



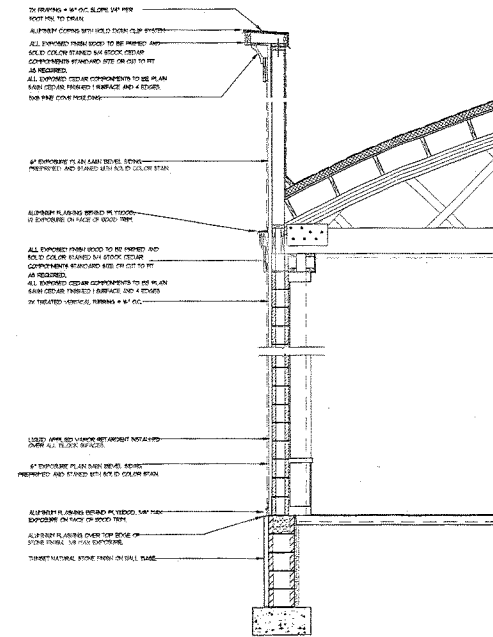
PROPOSED
WEST ELEVATION - BROAD STREET
SCALE 1/4" = 1'-0"



EXISTING WALL SECTION
SCALE 1/2" = 1'-0"



PROPOSED WALL SECTION 2
SCALE 1/2" = 1'-0"



PROPOSED WALL SECTION 1
SCALE 1/2" = 1'-0"

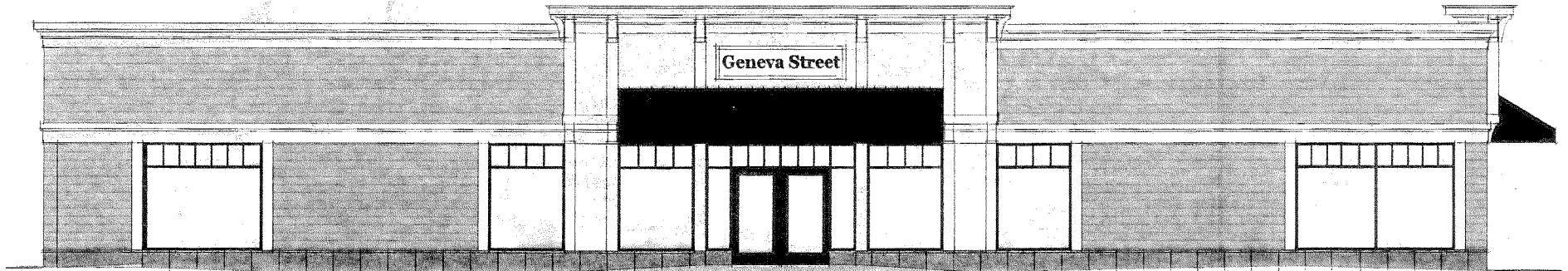
REMODEL & TENANT IMPROVEMENT FOR:
269 BROAD STREET
LAKE GENEVA, WI 53147

DESIGN SET
PERMIT SET
CONSTRUCTION
REVISIONS:

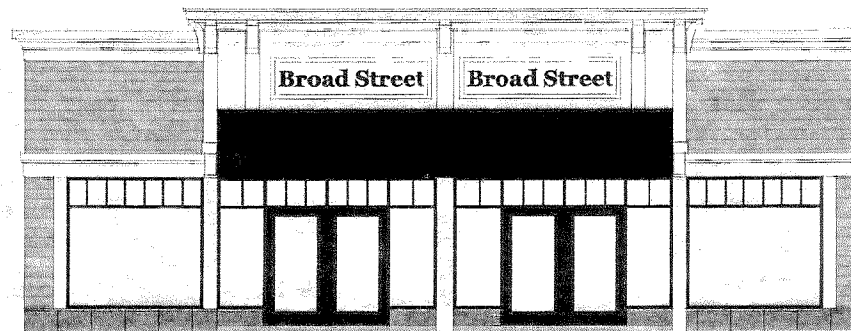
DATE: 11-30-11

A4
OF 3 SHEETS

201 BROAD STREET
3147
PHONE: 262.248.4000
CELL: 262.215.1109
© 2007 JASON R. BERNARD, INC.
JASON R. BERNARD
ARCHITECT



Geneva Street Elevation



Broad Street Elevation

SHELL REMODEL & TENANT IMPROVEMENT FOR:
MIKE KOCOUREK
269 BROAD STREET
LAKE GENEVA, WISCONSIN 53147

B JASON R.
BERNARD
ARCHITECT

201 BROAD STREET
LAKE GENEVA, WISCONSIN 53147
PH/FX: 262.248.1400
CELL: 262.215.1109
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**Southland Farms Senior Living
Precise Implementation Plan Narrative
Parkside Management Services, LLC.
Issued: November 11, 2011
Revised: December 13, 2011**

A. Background

The subject site comprises a 9.59 acre parcel located in the southwest corner of the Southland Farms planned development originally approved in 2006. As part of the General Development Plan approval for the overall 165 acre Southland Farms development, the subject site was originally approved for 100 senior housing units. I

n May of 2011, the City approved a revised General Development Plan for the Southland Farms Senior Living parcel. This approval included a variance to increase the total unit count total to 110 units in the following mix:

Unit Type	Unit Count	Description
Independent Living	47 Units	1 and 2 BR apartments with kitchen, bath, dining room and enclosed garage parking and amenities
Assisted Living	43 Units	1 and 2 BR units with supportive care functions and amenities
Memory Care	20 Units	Studio apartments with supportive care functions and amenities
Total	110 Units	

A listing of additional variances was also approved (Section K). It is the intent of Parkside not to seek additional variances other than those granted previously. The approved site plan parking layout included a total of 91 spaces in the following ratio:

Garage Spaces	47 cars
Surface Spaces	37 cars

Land banked Parking 7 Cars

B. Project Theme

It is the intent of the applicant, Parkside Management Services, LLC, to develop the site as a single structure facility that will feature three levels of senior housing. These housing types include independent living, assisted living and memory care. In addition, the facility will offer;

1. Supportive living services and on-site amenities that will assist the residents in the daily living activities;
2. Coordination of services by outside health care providers; and
3. Monitoring of resident activities to help to ensure their health, safety, and well-being.

The facility will be licensed as both a Community Based Residential Facility (CBRF) and Residential Care Apartment Complex (RCAC) by the State of Wisconsin.

The tranquility of Southland Farms will offer a peaceful setting for a continuum of supportive senior living. This rural context will also be carried forward in the design theme of the community. The proposed building and associated exterior hardscape amenities will be clad in horizontal and shake vinyl siding, and stone. Exterior hardscape features (trellis, gazebo, entry tower) will repeat the use of these same materials in order to reinforce the project theme.

Additional exterior amenities will include walking paths, landscaped plantings, ponds and outdoor sitting areas. The pond areas will be planted with native grass and wildflower plantings that will provide a contextual link to the surrounding countryside.

Residents will also be invited to share in the use of a future club and community facility developed within the adjacent barn site.

C. Submittal Drawings

In fulfillment of the requirements for the Precise Implementation Plan submittal, Parkside has provided to the City, the essential design drawings that document the development of the proposed senior living facility site. These drawings include:

- A. Civil Engineering, Grading and Storm Water Plans
- B. Site Development Plans (Including Site Analysis, Proposed Site Plan (with Site Data), Landscape, Lighting and Site Hardscape Plans)
- C. Architectural Plans (Including Building Floor Plates, Building Elevations and Exterior Renderings)

Date: November 11, 2011
Revised: December 13, 2011

Southland Farms Senior Living, LLC.
Parkside Management Services, LLC. Page 2

E. Project Density and Site Data

The current site development parameters are listed below and compared with the site data totals originally proposed:

Development Parameter	GDP Approved Total	Current PIP Total
Building Floor Area	186,000 SF	138,438 SF
Site Area	9.59 Ac. (417,740 SF)	9.59 Ac. (417,740 SF)
Floor Area Ratio	.45	.36
Total Dwelling Units Proposed	110	110
Dwelling Units/Acre	11.47 du/ac	11.47 du/ac
Impervious Surface Coverage	4.12 Ac.(179,700 SF)	3.41 Ac.(148,704 SF)
Impervious Surface Ratio	.43	.36

F. Natural Features

The site for Southland Farms Senior Living is a remnant farm plot with few original natural features. Running north-south in the middle of the parcel, there exist an old hedge row of volunteer tree species (Maple and Elm) that will be removed as part of the development of the site. There does exist, a mature grove of walnut trees at the southeast corner of the site, and within the proposed right-of-way of North Bloomfield Road. While an access drive into the subgrade parking garage will be routed through the trees, care will be taken to minimize root zone disturbance and preserve as many of these trees as possible. At least two of these mature walnut trees will necessitate removal.

The natural low point of the site is along the west parcel line and at the southwest corner. Detention facilities will be located in this area of the property, and along the south end of the site.

J. Rationale Statement

As indicated in the May GDP documents, Southland Farms Senior Living is proposed for PD Zoning due to the unique nature of the senior housing functions that the proposed community will provide. While the proposed use seems to be classified within the underlying zoning of MR-8 as an institutional residential use, the only use described in the zoning code under this category is 'nursing home'. Conversely, Southland Farms Senior Living will not function as a nursing home, but a supportive living facility for seniors offering independent living, assisted living and memory care functions, along with complimentary amenities. It is therefore the unique nature of the proposed senior community's uses that necessitates a planned development approach. The project's principal benefit is that it offers a superior housing alternative for the community's elderly population, thereby affording older residents of Lake Geneva the opportunity to stay within the community.

K. Zoning Exceptions

The following sheet provides exceptions to the City's Zoning Ordinance.

Zoning Code Exceptions

Zoning Code Ref.	Requirement	Proposed Plan
Approved PUD Agreement	100 Senior Housing Units/Beds	110 Senior Housing Units/Beds
Section 98-105-(f) (4)(b)(M)	5' Minimum paved surface setback	Club Site-1' (Drive into Club Area)
Section 98-105-(f) (4)(b)(O)	Maximum Dwelling Height- 35'	40' (50' to Garage Floor) See Section Sheet
Section 98-105-(f) (4)(b)(Q) Section 98-206-(f)	Min. parking spaces-2/DU (1 and 2 BR Units) 1 Space/ 6 Beds+1/employee and staff+1/staff Dr.	Total Facility Parking- 91 Spaces Total

Date: November 11, 2011
Revised: December 13, 2011

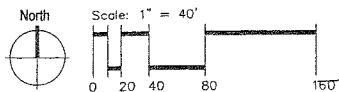
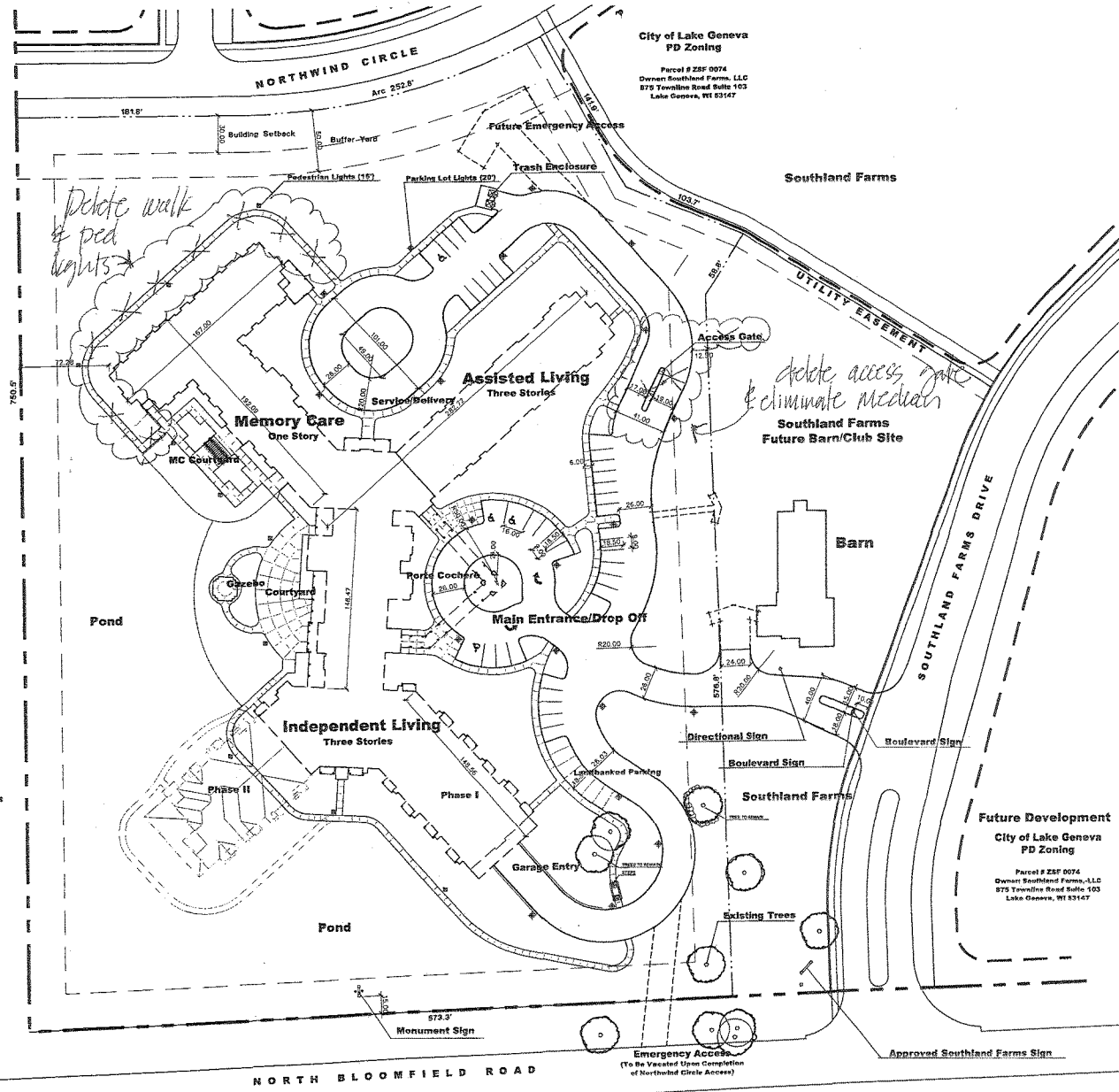
Southland Farms Senior Living, LLC.
Parkside Management Services, LLC. Page 6

SITE INFORMATION

UNIT TYPE	Total Units/Beds		
	Phase I	Phase II	Total
Independent Living	32 Units	20 Units	52 Units
Assisted Living	36 Units	0	36 Units
Memory Care	22 Units	0	22 Units
TOTAL	90 Units	20 Units	110 Units
PARKING			
Garage (Ind. Lvg.)	32	20	52
Surface	37	-	37
Land Banked Spaces	7	-	7
TOTAL	76 Spaces	20 Spaces	96 Spaces
Net Site Area			9.59 Acres
Surface Coverage			
Building	53,113 SF	8,025 SF	61,138 SF
Vehicular Area	49,000 SF	0	49,000 SF
Pavlos	2,750 SF	750 SF	3,500 SF
Sidewalks	23,200 SF	1,600 SF	24,800 SF
Site Tot. Surf. Cov.	128,063 SF	10,375 SF	138,438 SF
Site Surf. Cov. %			.33
Floor Area Ratio			
Ind. Living	43,471 SF	19,444 SF	62,915 SF
Assisted Living	29,595 SF		29,595 SF
Memory Care	15,190 SF		15,190 SF
Club	12,468 SF		12,468 SF
Balconies, Porches	4,029 SF	1,533 SF	5,562 SF
Garage	15,065 SF	7,909 SF	22,974 SF
Total Floor Area	119,818 SF	28,886 SF	148,704 SF
Floor Area Ratio	.29 FAR	.07 FAR	.36 FAR

City of Lake Geneva
PD Zoning
Parcel # 27UP 001400
Owner: N2R-LLC
951-7 South Lake Shore Dr.
Lake Geneva, WI 53147

City of Lake Geneva
PD Zoning
Parcel # 2ZF 0074
Owner: Southland Farms, LLC
870 Townline Road Suite 103
Lake Geneva, WI 53147



ISSUED FOR SUBMITTAL 11/11/2011

ISSUE DATE:	11/07/2011	
REVISIONS:		
NO.	DATE	DESCRIPTION
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		



Southland Farms Senior Living
Precise Implementation Plan Submittal
Lake Geneva, WI



L1.2

Barney

From: Smith, Terry [TSmith@BSBDesign.com]
Sent: Friday, January 06, 2012 1:43 PM
To: chief2801@sbcglobal.net
Cc: Barney; Buster, Doug; Mulcrone, Jeff; Michael McCarthy; Eric Fors; 'Meier, Dan E.'; 'Brian Pollard'
Subject: Southland Farms Senior Living Fire Review
Attachments: Parksid_Fire review_01062012_final.pdf

Chief Connelly:

Pursuant to a request from the Planning Commission, we have asked the Lake Geneva Fire Department to review the design of the drop off areas for the above referenced project. You had indicated to us that while the outer dimension of both islands was adequate (100' diameter), you had concerns regarding the size of the interior island and wanted to sizes of these islands be reduced so that the appropriate fire truck can safely maneuver around the island.

Per our discussion today, attached is a site plan exhibit that shows a revised geometry for both drop off circle areas. As we discussed, we reduced the sizes of both center islands by 4' so that we now have a drive aisle width of 30' clear (face of curb to face of curb) in both drop off circles. (We originally had a drive aisle width within the drop off areas of 26' wide).

We hope that this revision sufficiently addresses this matter. If so, kindly respond to Barney Brugger accordingly as the Southland Farms Senior Living approval is on the agenda for a vote before City Council on Monday, January 9th.

If you have any questions or comments, please do not hesitate to call me.

Thank you so much for your assistance in this matter.

Regards

Terrence J. Smith, LEED AP

Land Planner

BSB Design, Inc.

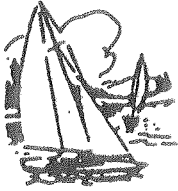
3436 North Kennicott Suite 100

Arlington Heights, Illinois 60004

Ph 847.705.2200 Ext 847.776.3294 Fx 847.705.2201

www.bsbdesign.com

National Experience, Regional Sensitivity



LAKE GENEVA UTILITY COMMISSION

Daniel S. Winkler, P.E.
Director of Public Works & Utilities



Birdell Brellenthin
Utility Commission President

Kent Wiedenhoef
Water Superintendent


Scott Tesmer
Wastewater Superintendent

361 Main Street • P.O. Box 187 • Lake Geneva, WI 53147 • Phone (262) 248-2311 • Fax (262) 248-0589

DATE: November 29, 2011

MEMORANDUM

TO: Barney Brugger
Building Inspector

FROM: Daniel S. Winkler, P.E. 
Director of Public Works & Utilities

SUBJECT: Windstream Wireless Request to Run Underground Conduits Through the City

BACKGROUND

This office received a request from a sub-contractor to Verizon for approval to extend a pair of underground conduits with periodic hand hole access boxes, from CTH "H" to the Host Drive water tower. This matter was referred from Council on November 28th to the Plan Commission for a recommendation. This memorandum discusses the situation and seeks a recommendation from the Plan Commission.

DISCUSSION

Windstream Wireless has made a request of the Public Works Director to issue a permit to allow them to install two 1-1/4" diameter conduits underground from the northwest end of the City on CTH "H" to the southeast end of the City at Host Drive water tower. The purpose of the conduits is to carry fiber optic from the water tower to land line switching gear, linking cell phones to land lines. Copies of the route and enlargements of the proposed route sections are attached.

While the DPW may issue a permit for the work, the greater issue is that an agent of a cellular carrier is now asking to join the traditional gas, electric, cable, and telephone utilities with subsurface utilities under our streets and terraces. The City Attorney advises that they have the statutory right to run underground through town, but that a review by the Plan Commission is part of the process. The City and Director of Public Works also can make a determination of where the lines are allowed to run and what the installation criteria will be.

The Plan Commission is asked to review the request and the route and make a recommendation. The current routing has been reviewed by the DPW and is much preferred over their initial request. The switching equipment the conduits/lines will be connecting is in the building at the NW corner of Main and Center Streets, so the installation must tie into that building on its way to the Host Drive water tower.

Cc: Dennis Jordan
File



Mr. Winkler

361 W Main St.

Lake Geneva, WI, 53147

Mr. Winkler,

As we had discussed at our meeting 11-3-11 Windstream/KDL, Inc. is interested in expanding our network into the city of Lake Geneva to provide a source of data and voice delivery to area businesses.

The typical method of installation thru the city would be directional boring the entire route placing 2-1.25" ducts at a depth of 30"- 40" with 24"x36" 20K rated quazite handholes for storage of fiber and for access for future laterals. Prior to digging the route is called into digger's hotline to ensure we can identify conflict and crossings of existing facilities, the crossings are dug up and spotted to assure we do not damage or disrupt service. The crossings that are in streets and other hard surfaces our contractor cores a 6"-8" hole, sucks with a vac to the facility and measures depth. The hole is filled with traffic rated gravel, compacted, and the core epoxied back with a WI DOT approved traffic bond.

When the duct installation is complete we install a single fiber in one of the ducts for the entire route leaving capacity for future fiber placement in the same duct as well in the 2nd duct, the plan is to do the installation once and have plenty of capacity.

The entire system will be registered with diggers hotline for future locates and Windstream uses USIC as their contracts locate company when asked for locates on our facility.

I know this is a brief overview of the installation, please let me know if you need further information.

Thank You for your time in this Matter,

Robert Martin

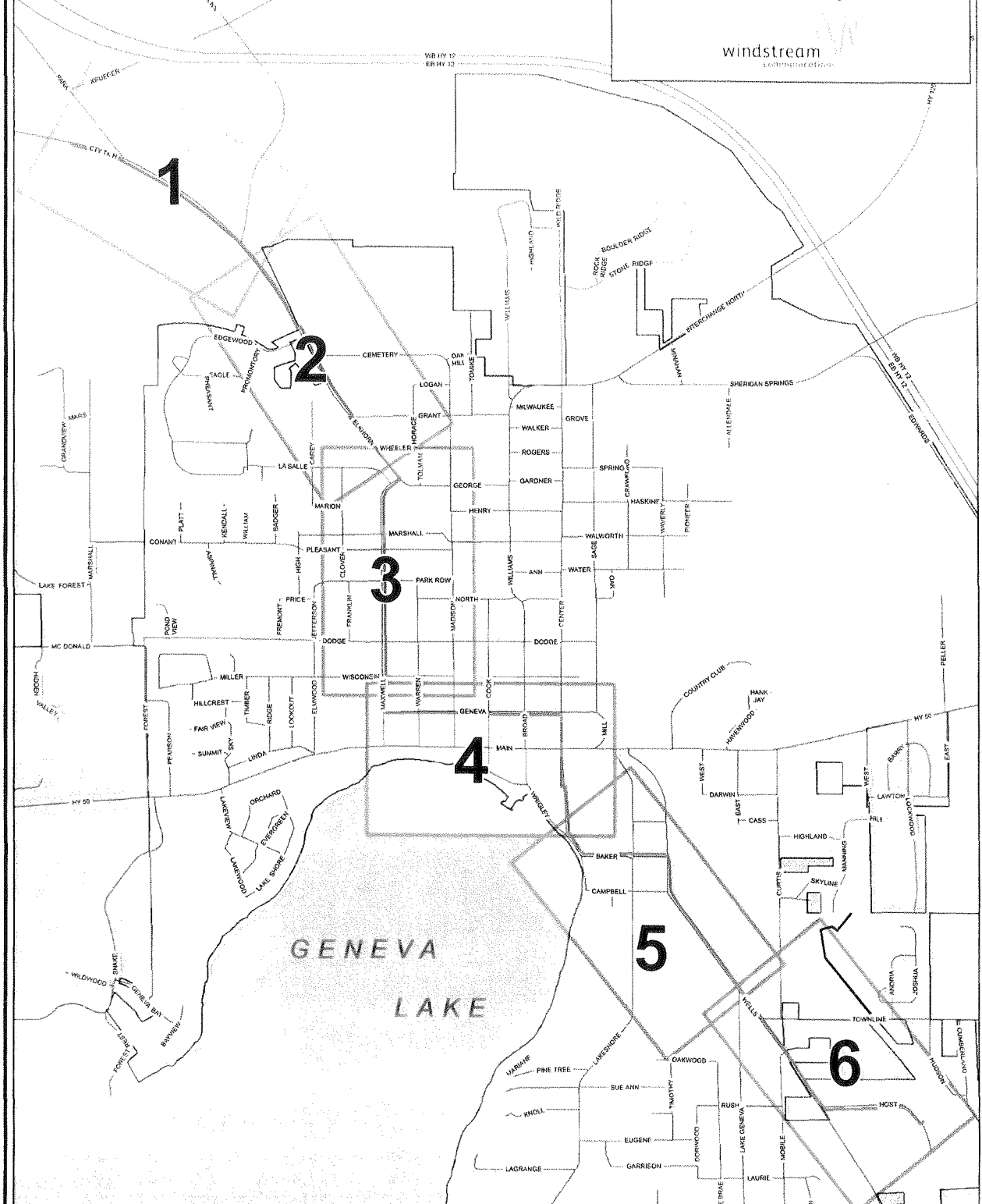
Project Mgr., Windstream/KDL, Inc.

920-344-0098

Robert.P.Martin@windstream.com

City of Lake Geneva Walworth County, Wisconsin Proposed Fiber Optic Route

windstream
a computing solutions



Existing Utilities

- | | | |
|--------------------|----------------|-----------------|
| ◆ Sanitary Manhole | ⊠ Hydrant | ● Storm Manhole |
| ⊙ Force Main Valve | ● Main Valve | ⊠ Catch Basin |
| ⊠ Lift Station | — Water Main | ▲ Inlet |
| ▶ Gravity Main | — Hydrant Lead | ▲ Outlet |
| — Force Main | | ▶ Storm Main |



Proposed Utilities

- Proposed Handhole Location
- Proposed Fiber Optic Route

**City of Lake Geneva
Council Meeting
1/9/2012**

Accounts Payable Checks - through 1/6/12

	<u>Fund #</u>	
1. General Fund	11	\$ 68,915.94
2. Debt Service	20	\$ -
3. TID #4	34	\$ 9,267.25
4. Lakefront	40	\$ 5,399.49
5. Capital Projects	41	\$ 27,790.80
6. Parking Meter	42	\$ 463.47
7. Library Fund	99	\$ 12,598.76
8. Impact Fees	45	\$ -
9. Tax Agency Fund	89	\$ -
Total All Funds		<u><u>\$124,435.71</u></u>

**CITY OF LAKE GENEVA
ACCOUNTS PAYABLE UNPAID ITEMS OVER \$5,000**

COUNCIL MEETING DATE OF: 1/9/2012

TOTAL UNPAID ACCOUNTS PAYABLE - THROUGH 1/6/12 \$ 124,435.71

ITEMS > \$5,000

STATELINE SURFACE SOLUTIONS - Fire Dept Floor Coating	15,080.00
OAK HILL CEMETERY - January Monthly Payment	13,333.33
CRISPELL-SNYDER INC - December Engineering	13,046.36
GENERAL COMMUNICATIONS INC - Radio Upgrades	9,464.15
SCHENCK BUSINESS SOLUTIONS - 2011 Audit	7,000.00
WE ENERGIES - December Monthly Bills	5,987.59

Balance of all other Items 60,524.28

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CITY OF LAKE GENEVA
DETAIL BOARD REPORT

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INVOICES DUE ON/BEFORE 01/10/2012

INVOICE #	INVOICE	ITEM					
VENDOR #	DATE	#	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT

A+	A+ GRAPHICS & PRINTING						
781	12/06/11	01	OLD TIME NEWSLETTER	1170005720		01/10/12	60.00
						INVOICE TOTAL:	60.00
						VENDOR TOTAL:	60.00
ACL	ACL SERVICES LLC						
201111-0	12/01/11	01	BLOOD DRAWS	1121005380		01/10/12	35.00
						INVOICE TOTAL:	35.00
						VENDOR TOTAL:	35.00
ALADD	ALADDIN FIRE PROTECTION LLC						
123786	11/29/11	01	SCBA,OXYGEN BOTTLE TESTING	1122005820		01/10/12	1,143.75
						INVOICE TOTAL:	1,143.75
						VENDOR TOTAL:	1,143.75
AMAZO	AMAZON						
8932-11/11	12/10/11	01	AUDIO CD,DVDS	9900005411		01/10/12	49.99
		02	LABELS,DVD REPAIR KIT	9900005512			41.72
						INVOICE TOTAL:	91.71
						VENDOR TOTAL:	91.71
AMI	APPLIED MECHANICAL INC						
11937	12/30/11	01	FURNANCE FIX	1116105240		01/10/12	2,179.09
		02	FALL MAINT	1151105240			422.50
		03	FALL MAINT	1116105360			1,140.00
						INVOICE TOTAL:	3,741.59
						VENDOR TOTAL:	3,741.59
AMYS	AMY'S SHIPPING EMPORIUM						
112103	12/12/11	01	POSTAGE-MONROE TRK RETURN	1132105399		01/10/12	10.35
						INVOICE TOTAL:	10.35
						VENDOR TOTAL:	10.35

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CITY OF LAKE GENEVA
DETAIL BOARD REPORT

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ANTAE	ANTAEUS LLC						
0001-70	01/01/12	01	JAN ONLINE PROCESSING	9900005211		01/10/12	5.00
		02	JAN ONLINE PROCESSING	4234505216			200.00
		03	JAN ONLINE PROCESSING	4055105216			95.00
						INVOICE TOTAL:	300.00
						VENDOR TOTAL:	300.00
AUROM	AURORA MEDICAL GROUP						
EG0032046-12/11	11/28/11	01	TUBERCULOSIS TEST	1122005412		01/10/12	12.00
						INVOICE TOTAL:	12.00
						VENDOR TOTAL:	12.00
AURVIS	AURORA VISITING NURSE ASSOC						
FLUM11-446	12/21/11	01	FLU SHOT VOUCHERS-10	1110205133		01/10/12	250.00
						INVOICE TOTAL:	250.00
						VENDOR TOTAL:	250.00
AUTOC	AUTO CLINIC INC						
12973	12/12/11	01	FIX FRT TIRE-SQ 203	1121005361		01/10/12	28.00
						INVOICE TOTAL:	28.00
12983	12/16/11	01	FIX REAR TIRE-SQ 203	1121005361		01/10/12	28.00
						INVOICE TOTAL:	28.00
						VENDOR TOTAL:	56.00
BAKER	BAKER & TAYLOR						
75022386-11/11	11/30/11	01	V66414540-1 ITEM	9900005414		01/10/12	14.39
		02	I69095360-1 ITEM	9900005414			17.99
		03	I68548700-1 ITEM	9900005414			21.59
		04	I68548690-7 ITEMS	9900005414			132.95
						INVOICE TOTAL:	186.92

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CITY OF LAKE GENEVA
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BAKER	BAKER & TAYLOR						
75030450-11/11	11/30/11	01	I69380640-1 ITEM	9900005411		01/10/12	14.39
		02	I69043630-1 ITEM	9900005411			10.77
		03	I68329501-1 ITEM	9900005411			25.19
		04	I68329500-1 ITEM	9900005411			21.59
		05	I68013510-3 ITEMS	9900005411			50.37
		06	I68013500-9 ITEMS	9900005411			129.38
						INVOICE TOTAL:	251.69
L3367102-11/11	11/30/11	01	2026491045-1 ITEM	9900005410		01/10/12	15.10
		02	2026485812-1 ITEM	9900005410			5.03
		03	2026485811-4 ITEMS	9900005410			61.44
		04	2026473379-2 ITEMS	9900005410			31.32
		05	2026473378-1 ITEM	9900005410			9.42
		06	2026473377-1 ITEM	9900005410			38.55
		07	2026469585-4 ITEMS	9900005410			61.08
		08	2026469584-1 ITEM	9900005410			16.20
		09	2026452814-10 ITEMS	9900005410			151.97
		10	2026452813-1 ITEM	9900005410			16.76
		11	2026452812-4 ITEMS	9900005410			49.23
		12	2026442102-8 ITEMS	9900005410			39.61
		13	2026442101-2 ITEMS	9900005410			30.21
		14	2026442100-2 ITEMS	9900005410			32.46
		15	2026436410-1 ITEM	9900005410			3.62
		16	2026436409-5 ITEMS	9900005410			67.69
		17	2026436408-1 ITEM	9900005410			15.10
		18	2026429575-43 ITEMS	9900005410			561.00
		19	2026429574-1 ITEM	9900005410			25.20
		20	2026421555-2 ITEMS	9900005410			29.64
		21	2026398836-1 ITEM	9900005410			14.55
		22	2026398835-1 ITEM	9900005410			8.82
		23	2026398834-4 ITEMS	9900005410			66.52
						INVOICE TOTAL:	1,350.52
L3367362-11/11	11/30/11	01	2026490781-1 ITEM	9900005410		01/10/12	14.55

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CITY OF LAKE GENEVA
DETAIL BOARD REPORT

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BAKER	BAKER & TAYLOR						
L3367362-11/11	11/30/11	02	2026490780-1 ITEM	9900005410		01/10/12	30.30
		03	2026490779-2 ITEMS	9900005410			35.52
		04	2026463881-1 ITEM	9900005410			20.15
		05	2026463880-1 ITEM	9900005410			9.42
		06	2026463879-1 ITEM	9900005410			15.10
		07	2026463878-1 ITEM	9900005410			17.35
		08	2026463877-5 ITEMS	9900005410			70.22
		09	2026463876-1 ITEM	9900005410			24.51
		10	2026429578-5 ITEMS	9900005410			84.47
		11	2026429577-18 ITEMS	9900005410			294.41
		12	2026429576-1 ITEM	9900005410			22.95
		13	2026419873-2 ITEMS	9900005410			43.23
		14	2026419872-36 ITEMS	9900005410			579.36
		15	2026419871-2 ITEMS	9900005410			30.16
		16	2026419870-1 ITEM	9900005410			17.35
						INVOICE TOTAL:	1,309.05
L3367442-11/11	11/30/11	01	2026471048-1 ITEM	9900005413		01/10/12	8.18
						INVOICE TOTAL:	8.18
L3367512-11/11	11/30/11	01	2026490887-3 ITEMS	9900005411		01/10/12	44.35
		02	2026490886-2 ITEMS	9900005411			25.98
		03	2026465299-1 ITEM	9900005411			21.55
		04	2026465298-21 ITEMS	9900005411			164.25
		05	2026445110-1 ITEM	9900005411			10.62
		06	2026445109-1 ITEM	9900005411			15.63
		07	2026445108-1 ITEM	9900005411			13.14
		08	2026445107-6 ITEMS	9900005411			88.86
		09	2026413585-2 ITEMS	9900005411			49.22
		10	2026413584-1 ITEM	9900005411			3.77
		11	2026413583-6 ITEMS	9900005411			68.07
						INVOICE TOTAL:	505.44
L4013232-11/11	11/30/11	01	2026471014-2 ITEMS	9900005414		01/10/12	39.59

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CITY OF LAKE GENEVA
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BAKER	BAKER & TAYLOR						
L4013232-11/11	11/30/11	02	2026471013-1 ITEM	9900005414		01/10/12	19.59
		03	2026442082-14 ITEMS	9900005414			236.89
		04	2026435673-2 ITEMS	9900005414			24.71
		05	2026401175-2 ITEMS	9900005414			38.46
						INVOICE TOTAL:	359.24
						VENDOR TOTAL:	3,971.04
BAY	BAY LOCK SERVICE						
17328	01/04/12	01	FIX DOORS-RIVIERA	4055205350		01/10/12	115.00
						INVOICE TOTAL:	115.00
						VENDOR TOTAL:	115.00
BRUG	BARNEY BRUGGER						
12/12	12/31/11	01	DEC MILEAGE-203.3 MILES	1124005330		01/10/12	112.83
						INVOICE TOTAL:	112.83
						VENDOR TOTAL:	112.83
BUMPL	BUMPER TO BUMPER AUTO PARTS						
662-221583	12/01/11	01	BATTERY WARRANTY	1122005351		01/10/12	15.10
						INVOICE TOTAL:	15.10
662-221979	12/06/11	01	WIPER BLADES	1122005351		01/10/12	8.98
						INVOICE TOTAL:	8.98
662-222649	12/14/11	01	MINI LAMPS	1122005351		01/10/12	4.40
						INVOICE TOTAL:	4.40
662-223707	12/27/11	01	SWITCH-GENERATOR	1132105351		01/10/12	86.79
						INVOICE TOTAL:	86.79
662-223959	12/29/11	01	WIRE CABLE-GENERATOR	1132105351		01/10/12	9.12
						INVOICE TOTAL:	9.12

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CITY OF LAKE GENEVA
DETAIL BOARD REPORT

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BUMPL	BUMPER TO BUMPER AUTO PARTS						
662-224221	01/03/12	01	DRIVE SHAFT-TK 56	1132105351		01/10/12	73.99
						INVOICE TOTAL:	73.99
662-224285	01/03/12	01	SWAYBAR LINK	1132105351		01/10/12	27.16
						INVOICE TOTAL:	27.16
662-224337	01/04/12	01	CREDIT-DRIVE SHAFT-TK 56	1132105351		01/10/12	-10.00
						INVOICE TOTAL:	-10.00
						VENDOR TOTAL:	215.54
CDW	CDW GOVERNMENT INC						
B937991	12/02/11	01	BACKUP SYSTEM SERVER	4121001136		01/10/12	964.57
						INVOICE TOTAL:	964.57
C032274	12/06/11	01	PRINTER FUSER	1121005305		01/10/12	215.15
						INVOICE TOTAL:	215.15
C133035	12/08/11	01	OFFSITE BACKUP CABLE	4121001136		01/10/12	154.87
						INVOICE TOTAL:	154.87
						VENDOR TOTAL:	1,334.59
CITYLG	CITY OF LAKE GENEVA						
REFUND	12/30/11	01	REF INV #6983 TAX BILL	1132134644		01/10/12	52.75
						INVOICE TOTAL:	52.75
						VENDOR TOTAL:	52.75
COMPOST	COMPOST MANAGEMENT INC						
403928	11/28/11	01	75 YDS LEAVES	1132145220		01/10/12	75.00
						INVOICE TOTAL:	75.00
						VENDOR TOTAL:	75.00
CRISP	CRISPELL-SNYDER INC						

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CITY OF LAKE GENEVA
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CRISP	CRISPELL-SNYDER INC						
14289	12/30/11	01	DEC ENG	3430009122		01/10/12	8,027.00
						INVOICE TOTAL:	8,027.00
14290	12/30/11	01	DEC ENG	1130005216		01/10/12	1,450.26
						INVOICE TOTAL:	1,450.26
14291	12/30/11	01	DEC ENG-SO LAND FARMS	1100001391		01/10/12	792.50
						INVOICE TOTAL:	792.50
14311	12/30/11	01	DEC ENG-BEACH DREDGE	4054105372		01/10/12	89.00
						INVOICE TOTAL:	89.00
14332	12/30/11	01	DEC ENG-HIGHLANDS	1100001391		01/10/12	97.00
						INVOICE TOTAL:	97.00
14333	12/30/11	01	DEC ENG	3430008140		01/10/12	115.50
						INVOICE TOTAL:	115.50
14334	12/30/11	01	DEC ENG-TOWNLINE TRLS	1100001391		01/10/12	121.25
						INVOICE TOTAL:	121.25
14335	12/30/11	01	DEC ENG-2010 ST IMP	3430008027		01/10/12	1,124.75
						INVOICE TOTAL:	1,124.75
14336	12/30/11	01	DEC ENG-2011 ST IMP PROG	4132101114		01/10/12	1,229.10
						INVOICE TOTAL:	1,229.10
						VENDOR TOTAL:	13,046.36
DEMCO	DEMCO						
4436623	12/06/11	01	LABELS	9900005512		01/10/12	213.19
						INVOICE TOTAL:	213.19
4446780	12/14/11	01	LABELS	9900005512		01/10/12	211.06
						INVOICE TOTAL:	211.06
						VENDOR TOTAL:	424.25

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DOA	WI DEPT OF ADMINISTRATION						
063746	12/13/11	01	TEACH SVC JULY-DEC 2011	9900005510		01/10/12	600.00
						INVOICE TOTAL:	600.00
						VENDOR TOTAL:	600.00
DPI	WI DEPT OF PUBLIC INSTRUCTION						
11353	11/15/11	01	2012 WISCAT SVC	9900005510		01/10/12	200.00
						INVOICE TOTAL:	200.00
						VENDOR TOTAL:	200.00
DUNN	DUNN LUMBER & TRUE VALUE						
461327	11/29/11	01	VELCRO STRIPS,NUMBERS	1122005340		01/10/12	15.35
						INVOICE TOTAL:	15.35
462170	12/06/11	01	LIGHTBULBS	9900005250		01/10/12	23.93
						INVOICE TOTAL:	23.93
464005	12/21/11	01	TIMER	1122005399		01/10/12	9.99
						INVOICE TOTAL:	9.99
464973	01/03/12	01	LIGHTBULBS,ICE MELTER,FELT	9900005250		01/10/12	68.41
						INVOICE TOTAL:	68.41
465067	01/03/12	01	SHRINK WRAP	1132105350		01/10/12	41.50
						INVOICE TOTAL:	41.50
465150	01/04/12	01	FOAM SLEEVE	4055205350		01/10/12	7.79
						INVOICE TOTAL:	7.79
STMT-12/11-LIB	12/31/11	01	LIB 12/11 DISCOUNT	1100004819		01/10/12	-2.39
						INVOICE TOTAL:	-2.39
STMT-12/11-STR	12/31/11	01	STR 12/11 DISCOUNT	1100004819		01/10/12	-42.74
						INVOICE TOTAL:	-42.74
						VENDOR TOTAL:	121.84

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EBC	EMPLOYEE BENEFITS CORPORATION						
1180021	12/15/11	01	JAN FLEX ADMIN	1110205132		01/10/12	142.50
						INVOICE TOTAL:	142.50
1180022	12/15/11	01	JAN COBRA ADMIN	1110205132		01/10/12	69.30
						INVOICE TOTAL:	69.30
1180023	12/15/11	01	JAN BENNY CARD ADMIN	1110205132		01/10/12	43.50
						INVOICE TOTAL:	43.50
						VENDOR TOTAL:	255.30
EBSCO	EBSCO						
58166	12/13/11	01	MAGAZINE SUBSCRIPTION	9900005412		01/10/12	3.36
						INVOICE TOTAL:	3.36
						VENDOR TOTAL:	3.36
ENVIS	ENVISIONWARE, INC.						
INV-US-9008	12/15/11	01	2012 MAINT CONTRACT	9900005510		01/10/12	786.42
						INVOICE TOTAL:	786.42
						VENDOR TOTAL:	786.42
EQUAL	EQUAL RIGHTS DIVISION						
250-12/11	12/31/11	01	WORK PERMITS-12/11	1100002422		01/10/12	60.00
						INVOICE TOTAL:	60.00
						VENDOR TOTAL:	60.00
FORD	FORD OF LAKE GENEVA						
32038	12/08/11	01	BRAKES,OIL CHG,TIRES-SQ 204	1121005361		01/10/12	475.21
						INVOICE TOTAL:	475.21
						VENDOR TOTAL:	475.21
FRS	FIRE-RESCUE SUPPLY LLC						

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FRS	FIRE-RESCUE SUPPLY LLC						
3789	11/30/11	01	SCBA BELT	1122005800		01/10/12	61.00
						INVOICE TOTAL:	61.00
						VENDOR TOTAL:	61.00
GALLS	GALLS, AN ARAMARK COMPANY						
511862808	12/21/11	01	UNIFORM-WALSER	1121005138		01/10/12	51.38
						INVOICE TOTAL:	51.38
						VENDOR TOTAL:	51.38
GENERAL	GENERAL COMMUNICATIONS INC						
185737	11/14/11	01	RADIO UPGRADES-AIRBOAT	4122001106	00000046	01/10/12	1,309.59
						INVOICE TOTAL:	1,309.59
186163	12/21/11	01	PORTABLE RADIOS-20	4122001106	00000046	01/10/12	7,736.00
						INVOICE TOTAL:	7,736.00
186164	12/21/11	01	RADIO SOFTWARE,CABLES	4122001106		01/10/12	418.56
						INVOICE TOTAL:	418.56
						VENDOR TOTAL:	9,464.15
GENON	GENEVA ON-LINE INC						
919561	12/27/11	01	COMPUTER SYSTEMS-4	9900005514		01/10/12	2,916.00
						INVOICE TOTAL:	2,916.00
935292	01/01/12	01	DSL CHARGE-JAN	9900005221		01/10/12	60.00
						INVOICE TOTAL:	60.00
						VENDOR TOTAL:	2,976.00
GENPD	GENEVA PAINT & DECORATING						
304191	10/31/11	01	COLOR SAMPLES	1121005342		01/10/12	6.49
						INVOICE TOTAL:	6.49
						VENDOR TOTAL:	6.49

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GLENV GENEVA LAKE ENVIRONMENTAL AGEN							
RE010413	01/01/12	01	MONTHLY PAYMENT-JAN	4054105730		01/10/12	1,666.67
						INVOICE TOTAL:	1,666.67
						VENDOR TOTAL:	1,666.67
GLMUS GENEVA LAKE MUSEUM							
RE010413	01/01/12	01	MONTHLY PAYMENT-JAN	1151105735		01/10/12	1,000.00
						INVOICE TOTAL:	1,000.00
						VENDOR TOTAL:	1,000.00
GREAT GREAT AMERICA LEASING CORP							
11643687	12/06/11	01	COPIER LEASE-JAN 2012	9900005532		01/10/12	548.91
		02	OVERAGE	9900005532			469.09
						INVOICE TOTAL:	1,018.00
						VENDOR TOTAL:	1,018.00
HARRIS HARRIS COMPUTER SYSTEMS							
XT00002873	12/15/11	01	W-2 FORMS	1115105310		01/10/12	71.70
						INVOICE TOTAL:	71.70
						VENDOR TOTAL:	71.70
HESTA HE STARK AGENCY INC							
6089PARK-12/11	12/30/11	01	12/11 COLLECTION FEES	4234505216		01/10/12	45.86
						INVOICE TOTAL:	45.86
						VENDOR TOTAL:	45.86
IDVILLE IDVILLE							
2331176	11/14/11	01	BUSINESS CARD STOCK	1121005310		01/10/12	24.45
						INVOICE TOTAL:	24.45
						VENDOR TOTAL:	24.45

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IGFOA	IGFOA						
DUES	01/05/12	01	2012 DUES	1115105320		01/10/12	25.00
						INVOICE TOTAL:	25.00
						VENDOR TOTAL:	25.00
INITIAL	INITIAL DESIGNS						
2922	11/23/11	01	SHIRTS,HATS-MRC	1129005414		01/10/12	727.63
		02	SHIRTS,HATS-MRC	1129005340			68.83
						INVOICE TOTAL:	796.46
						VENDOR TOTAL:	796.46
ITU	ITU INC						
5450107	12/21/11	01	MATS	1122005360		01/10/12	112.03
						INVOICE TOTAL:	112.03
						VENDOR TOTAL:	112.03
JERRY	JERRY WILLKOMM INC						
166935	12/13/11	01	1503 GAL GAS	1132105341		01/10/12	4,372.23
						INVOICE TOTAL:	4,372.23
						VENDOR TOTAL:	4,372.23
JMAUEL	J MAUEL & ASSOCIATES						
TAX/PET LIC-2012	01/02/12	01	TAX/PET LIC-2012	1115305310		01/10/12	450.00
						INVOICE TOTAL:	450.00
						VENDOR TOTAL:	450.00
LARK	LARK UNIFORM OUTFITTERS INC						
100098	12/21/11	01	UNIFORM-YAKES	1121005138		01/10/12	69.95
						INVOICE TOTAL:	69.95
100118	12/21/11	01	UNIFORM-WALSER	1121005138		01/10/12	213.40
						INVOICE TOTAL:	213.40

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LARK	LARK UNIFORM OUTFITTERS INC						
100218	12/22/11	01	UNIFORM-JAY	1121005138		01/10/12	252.75
						INVOICE TOTAL:	252.75
100220	12/22/11	01	UNIFORM-CARSTENSEN	1121005138		01/10/12	277.80
						INVOICE TOTAL:	277.80
100234	12/22/11	01	UNIFORM-RASMUSSEN	1121005138		01/10/12	95.25
						INVOICE TOTAL:	95.25
100242	12/22/11	01	UNIFORM-BONK	1121005138		01/10/12	111.90
						INVOICE TOTAL:	111.90
100244	12/22/11	01	UNIFORM-ECKLUND	1121005138		01/10/12	293.25
						INVOICE TOTAL:	293.25
98214	11/28/11	01	UNIFORM-ECKLUND	1121005138		01/10/12	308.95
						INVOICE TOTAL:	308.95
99073	12/08/11	01	UNIFORM-KELLER	1121005138		01/10/12	88.90
						INVOICE TOTAL:	88.90
99945	12/19/11	01	UNIFORM-WAY	1121005138		01/10/12	226.85
						INVOICE TOTAL:	226.85
99947	12/19/11	01	UNIFORM-REUSS	1121005138		01/10/12	28.95
						INVOICE TOTAL:	28.95
						VENDOR TOTAL:	1,967.95
LASER	LASER WORKS UNLIMITED LLC						
510	12/05/11	01	PLAQUE-JACOBS	1121005190		01/10/12	24.30
						INVOICE TOTAL:	24.30
						VENDOR TOTAL:	24.30
LEAGUE	LEAGUE OF WI MUNICIPALITIES						

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LEAGUE	LEAGUE OF WI MUNICIPALITIES						
DUES-2012	12/15/11	01	LEAGUE DUES-2012	1111005320		01/10/12	3,774.83
						INVOICE TOTAL:	3,774.83
						VENDOR TOTAL:	3,774.83
LGUTI	LAKE GENEVA UTILITY COMMISSION						
RE010412	01/01/12	01	INV 4.0402.00-918 MAIN ST	9900005222		01/10/12	124.40
		02	INV 4.0472.00-W END LIBR PK FO	1152005227			552.50
		03	INV 4.0404.00-COOK & MAIN	1152005226			87.24
		04	INV 4.0468.00-WRIGLEY DR/TOP	4055105226			1,024.04
		05	INV 4.0469.00-LOWER RIVIERA	4055205226			883.68
		07	INV 5.0100.00-626 GENEVA ST	1116105226			412.84
		09	INV 5.0253.00-FLAT IRON PK	1152005226			151.72
		10	INV 5.0255.00-CHAMBER OF COMME	1152005226			93.97
		11	INV 5.0280.00-BAKER/WILLOW SMN	1152005226			75.68
		12	INV 6.0550.00-WILLIAMS ST PARK	1152005227			12.60
		13	INV 7.0415.00-730 MARSHALL	1122005226			132.48
		16	INV 8.0452.00-SAGE ST/DUNN FLD	1152005226			82.64
		18	INV 11.2001.00-VETS CONCESSION	1152015226			83.76
		19	INV 5.0257.00-WRIGLEY DR STATU	1152005227			96.78
		20	INV 11.2000.00-VET'S PARK	1152015226			73.74
		22	INV 4.0466.00-BEACH HOUSE	4054105399			97.68
		23	INV 5.0114.00-255 MILL/MUSEUM	1151105226			83.76
		25	INV 3.0425.00-1055 CAREY	1132105226			34.81
		26	INV 3.0424.00-1065 CAREY	1132105226			62.65
		27	INV 3.0420.00-1070 CAREY	1132105226			27.85
		28	INV 5.0138.00-720 GENEVA	1152005227			12.60
		29	INV 5.0300.00-255 MILL ST FP	1151105226			180.63
		30	INV 11.1999.00-VETS PK STORAGE	1152015226			104.64
		31	INV 4.0307.00-818 GENEVA	4234505220			12.60
		32	INV 5.0101.00-626 GENEVA ST FP	1116105226			47.40
		33	INV 4.0474.00 LIB PK RESTROOM	1152005226			139.44
						INVOICE TOTAL:	4,692.13
						VENDOR TOTAL:	4,692.13

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MAILF	MAILFINANCE						
H2924516	11/22/11	01	METER LEASE-JAN	1116105532		01/10/12	376.24
						INVOICE TOTAL:	376.24
H2989250	12/23/11	01	METER LEASE-FEB	1116105532		01/10/12	376.24
						INVOICE TOTAL:	376.24
						VENDOR TOTAL:	752.48
MALEK	MALEK & ASSOCIATES CONSULTANTS						
4645	11/27/11	01	FA REV-STUDIO WINERY	1122005750		01/10/12	655.00
						INVOICE TOTAL:	655.00
4646	11/29/11	01	FA REV-KOKODYNSKI ORTHO	1122005750		01/10/12	610.00
						INVOICE TOTAL:	610.00
						VENDOR TOTAL:	1,265.00
MARTIN	MARTIN BUSINESS GROUP						
1111178	11/28/11	01	KONICA C35 NOV	1122005340		01/10/12	23.40
		02	KONICA C35 OVERAGE-OCT	1122005340			81.57
						INVOICE TOTAL:	104.97
1111948	12/16/11	01	KONICA C252 DEC	1121005531		01/10/12	91.00
		02	KONICA C252 OVERAGE-NOV	1121005531			27.97
						INVOICE TOTAL:	118.97
1112560	12/27/11	01	KONICA 600-DEC	1116105531		01/10/12	114.00
		02	KONICA 600 OVERAGE SEPT-DEC	1116105531			40.83
						INVOICE TOTAL:	154.83
1112562	12/27/11	01	KONICA C35 DEC	1122005340		01/10/12	23.40
		02	KONICA C35 OVERAGE-NOV	1122005340			46.57
						INVOICE TOTAL:	69.97
						VENDOR TOTAL:	448.74

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MEDIA	MEDIA SEPARATIONS						
2901	12/05/11	01	UNIFORM-CARSTENSEN	1121005138		01/10/12	99.50
						INVOICE TOTAL:	99.50
2902	12/05/11	01	UNIFORM-NETHERY	1121005138		01/10/12	99.50
						INVOICE TOTAL:	99.50
						VENDOR TOTAL:	199.00
MLIC	MINNESOTA LIFE INSURANCE CO						
099002-2/12	01/05/12	01	FEB LIFE INS	1112005134		01/10/12	6.23
		02	FEB LIFE INS	1113005134			28.40
		03	FEB LIFE INS	1114305134			26.45
		04	FEB LIFE INS	4234505134			4.73
		05	FEB LIFE INS	1115105134			29.20
		06	FEB LIFE INS	1115305134			4.69
		07	FEB LIFE INS	1124005134			32.48
		08	FEB LIFE INS	1114205134			56.35
		09	FEB LIFE INS	4052105134			11.40
		10	FEB LIFE INS	1110005133			36.84
		11	FEB LIFE INS	1100002134			293.89
						INVOICE TOTAL:	530.66
099009-2/12	01/05/12	01	FEB LIFE INS	1121005134		01/10/12	239.68
		02	FEB LIFE INS	1110005133			40.24
		03	FEB LIFE INS	1100002134			483.96
						INVOICE TOTAL:	763.88
099010-2/12	01/05/12	01	FEB LIFE INS	1122005133		01/10/12	87.30
		02	FEB LIFE INS	1110005133			14.66
						INVOICE TOTAL:	101.96
099019-2/12	01/05/12	01	FEB LIFE INS	9900005134		01/10/12	99.05
		02	FEB LIFE INS	1110005133			17.36
		03	FEB LIFE INS	1100002134			14.95
						INVOICE TOTAL:	131.36

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MLIC MINNESOTA LIFE INSURANCE CO							
099044-2/12	01/05/12	01	FEB LIFE INS	4234505134		01/10/12	13.70
		02	FEB LIFE INS	1110005133			2.04
		03	FEB LIFE INS	1100002134			16.51
						INVOICE TOTAL:	32.25
099052-2/12	01/05/12	01	FEB LIFE INS	4055105134		01/10/12	24.30
		02	FEB LIFE INS	1132105134			155.88
		03	FEB LIFE INS	1116105134			11.43
		04	FEB LIFE INS	1110005133			34.12
		05	FEB LIFE INS	1100002134			129.98
						INVOICE TOTAL:	355.71
						VENDOR TOTAL:	1,915.82
MOLLER MARK MOLLER-GUNDERSON							
REIMB-12/11	12/16/11	01	BOOTS-MOLLER-GUNDERSON	1122005415		01/10/12	85.49
						INVOICE TOTAL:	85.49
						VENDOR TOTAL:	85.49
NAPAE ELKHORN NAPA AUTO PARTS							
831085	12/06/11	01	GREASE,ANTI-FREEZE	1132105351		01/10/12	162.74
						INVOICE TOTAL:	162.74
831116	12/06/11	01	OIL DRY,BRAKE CLEANER	1132105351		01/10/12	29.61
						INVOICE TOTAL:	29.61
833649	12/28/11	01	AIR FILTERS	1132105351		01/10/12	21.56
						INVOICE TOTAL:	21.56
834402	01/04/12	01	BRAKE ROTORS,PADS-TK 56	1132105351		01/10/12	485.48
						INVOICE TOTAL:	485.48
						VENDOR TOTAL:	699.39
NAPAR NAPA AUTO PARTS							

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NAPAR	NAPA AUTO PARTS						
211593	12/16/11	01	GREASE,DIESEL FUEL ADDITIVE	1122005341		01/10/12	18.97
						INVOICE TOTAL:	18.97
						VENDOR TOTAL:	18.97
NFPA	NAT'L FIRE PROTECTION ASSOC						
12/11	12/13/11	01	FIRE PREVENTION BANNER	1122005399		01/10/12	57.55
						INVOICE TOTAL:	57.55
						VENDOR TOTAL:	57.55
OAKHI	OAK HILL CEMETERY						
1/12	01/01/12	01	MONTHLY PAYMENT-JAN	1170005750		01/10/12	13,333.33
						INVOICE TOTAL:	13,333.33
						VENDOR TOTAL:	13,333.33
OFFMAX	OFFICEMAX INCORPORATED						
751209	10/05/11	01	CLEAR MAILING LABELS	9900005211		01/10/12	49.41
						INVOICE TOTAL:	49.41
						VENDOR TOTAL:	49.41
OTTER	OTTER SALES & SERVICE INC						
15868	12/13/11	01	TRUCK #23 REPAIR	1132105250		01/10/12	1,164.59
						INVOICE TOTAL:	1,164.59
P124415	01/03/12	01	FRONT WHEEL HUBS-TK 23	1132105351		01/10/12	10.22
		02	RADIATOR HOSE-BACK HOE	1132105351			38.43
						INVOICE TOTAL:	48.65
						VENDOR TOTAL:	1,213.24
PCL	PETTY CASH - LIBRARY						
12/11	12/06/11	01	PIGGLY WIGGLY-REFRESHMENTS	9900005211		01/10/12	22.94

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INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT

PCL	PETTY CASH - LIBRARY						
12/11	12/06/11	02	WALMART-PLATES,NAPKINS-MEETING	9900005211		01/10/12	4.13
		03	USPS-HIGHLANDS RANCH LIBRARY	9900005312			2.82
		04	USPS-WI HISTORICAL SOCIETY	9900005312			1.28
						INVOICE TOTAL:	31.17
						VENDOR TOTAL:	31.17
PEDER	SUSAN PEDERSEN						
CONTACTS	12/27/11	01	EYE GLASS REIMBURSEMENT	1115105133		01/10/12	150.00
						INVOICE TOTAL:	150.00
						VENDOR TOTAL:	150.00
PER	PER MAR SECURITY SERVICES						
751095	12/16/11	01	BATTERY-ALARM SYSTEM	9900005250		01/10/12	27.00
						INVOICE TOTAL:	27.00
						VENDOR TOTAL:	27.00
PETER	ANDREA PETERSON						
REIMB-12/14/11	12/14/11	01	10/11 MEETING-54 MILES	9900005211		01/10/12	29.70
		02	CHRISTMAS CARD ENVELOPES	9900005211			25.22
						INVOICE TOTAL:	54.92
						VENDOR TOTAL:	54.92
PFI	PFI FASHIONS INC						
191158	12/19/11	01	UNIFORM-HALL	1121005138		01/10/12	165.92
						INVOICE TOTAL:	165.92
191279	12/19/11	01	UNIFORM-HALL	1121005138		01/10/12	79.00
						INVOICE TOTAL:	79.00
191382	12/28/11	01	UNIFORM SHIRTS	4234505138		01/10/12	158.64
						INVOICE TOTAL:	158.64
						VENDOR TOTAL:	403.56

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PHILIPS PHILIPS MEDICAL CAPITAL							
11842913	12/10/11	01	12/11 MONITOR/DEFIBS	1122005810		01/10/12	700.16
						INVOICE TOTAL:	700.16
						VENDOR TOTAL:	700.16
PIASW PLUMBING INSP ASSOC OF SE WISC							
2012	01/01/12	01	ANNUAL DUES-2012	1124005320		01/10/12	40.00
						INVOICE TOTAL:	40.00
CONT ED-2012	01/06/12	01	2/17/12 CONT ED CLASS	1124005332		01/10/12	50.00
						INVOICE TOTAL:	50.00
						VENDOR TOTAL:	90.00
PMI PROGRESSIVE MEDICAL INT'L							
0327111	11/23/11	01	IV WARMER,STETHOSCOPE,BAGS	1122005810		01/10/12	451.60
						INVOICE TOTAL:	451.60
0329460	12/08/11	01	DEFIB PADS	1122005810		01/10/12	144.00
						INVOICE TOTAL:	144.00
						VENDOR TOTAL:	595.60
R&R R&R INSURANCE SERVICES, INC.							
1106801	12/21/11	01	W/C AUDIT ADJ	1110105516		01/10/12	1,785.00
						INVOICE TOTAL:	1,785.00
						VENDOR TOTAL:	1,785.00
RACINE RACINE COUNTY OPPORTUNITY CTR							
47457	12/14/11	01	CLEANING SVC-11/11	9900005250		01/10/12	918.75
						INVOICE TOTAL:	918.75
						VENDOR TOTAL:	918.75
RAY RAY O'HERRON CO INC							

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RAY	RAY O'HERRON CO INC						
1130524-IN	12/21/11	01	CHALK	4234505340		01/10/12	27.94
						INVOICE TOTAL:	27.94
						VENDOR TOTAL:	27.94
RCELEC	RC ELECTRONICS						
636452	12/29/11	01	RADIO UPGRADES	1132105262		01/10/12	394.95
						INVOICE TOTAL:	394.95
						VENDOR TOTAL:	394.95
RED	RED THE UNIFORM TAILOR						
00W50377	12/14/11	01	SHOES-WEYRAUCH	1122005138		01/10/12	108.83
						INVOICE TOTAL:	108.83
00W50414	12/09/11	01	SWEATSHIRT-HUBER	1122005138		01/10/12	88.46
						INVOICE TOTAL:	88.46
00W50616	12/23/11	01	SWAT UNIFORM-HANSEN	1121005138		01/10/12	93.46
						INVOICE TOTAL:	93.46
0B162171	12/16/11	01	SHIRT-HAASE	1122005138		01/10/12	69.00
						INVOICE TOTAL:	69.00
B161290A	12/19/11	01	UNIFORM-HANSEN	1121005138		01/10/12	50.83
		02	UNIFORM-FROGGATT	1121005138			139.90
						INVOICE TOTAL:	190.73
						VENDOR TOTAL:	550.48
SCHENCK	SCHENCK BUSINESS SOLUTIONS						
538493	01/02/12	01	2011 AUDIT	1115105213		01/10/12	7,000.00
						INVOICE TOTAL:	7,000.00
						VENDOR TOTAL:	7,000.00

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SHI	SHI COMPUTERS						
B00487675	12/22/11	01	SOFTWARE-CHIEF NOTEBOOK	1121005305		01/10/12	246.37
						INVOICE TOTAL:	246.37
B00488591	12/23/11	01	NOTEBOOK	1121005305		01/10/12	480.55
						INVOICE TOTAL:	480.55
						VENDOR TOTAL:	726.92
SOMAR	SOMAR TEK LLC/SOMAR ENTERPRISE						
96442	12/21/11	01	PEPPER SPRAY	1121005139		01/10/12	366.76
						INVOICE TOTAL:	366.76
						VENDOR TOTAL:	366.76
STANSS	STANLEY SECURITY SOLUTIONS INC						
8817239	12/04/11	01	MONITOR CHGS-6 MOS	1116105360		01/10/12	101.10
						INVOICE TOTAL:	101.10
						VENDOR TOTAL:	101.10
STATEL	STATELINE SURFACE SOLUTIONS						
128	11/14/11	01	FLOOR COATING,URETHANE TOPCOAT	4122001104	00000042	01/10/12	15,080.00
						INVOICE TOTAL:	15,080.00
						VENDOR TOTAL:	15,080.00
STREIC	STREICHER'S-MILWAUKEE						
I888713	12/14/11	01	UNIFORM-RICHARDSON	1121005138		01/10/12	282.95
						INVOICE TOTAL:	282.95
						VENDOR TOTAL:	282.95
SUN	SUN LIFE FINANCIAL						
RE010413	01/01/12	01	CEM DISABILITY-JAN	1100001634		01/10/12	26.84

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SUN	SUN LIFE FINANCIAL						
RE010413	01/01/12	03	LIB DISABILITY-JAN	9900005137		01/10/12	60.53
		04	PD DISABILITY-JAN	1110205134			465.18
		05	STREET DISABILITY-JAN	1110205134			189.68
		06	WATER DISABILITY-JAN	1100001634			121.06
		07	WWTF DISABILITY-JAN	1100001634			87.77
		08	C HALL DISABILITY-JAN	1110205134			134.23
						INVOICE TOTAL:	1,085.29
						VENDOR TOTAL:	1,085.29
T0000494	ADAM VOGELSANG						
REFUND	01/03/12	01	VOGELSANG SETUP/SEC GRD-12/31	4055102353		01/10/12	1,000.00
		02	VOGELSANG RIV SD REFUND 12/31	4055104674			-373.13
						INVOICE TOTAL:	626.87
						VENDOR TOTAL:	626.87
TOSHI	TOSHIBA FINANCIAL SOLUTIONS						
11738721	01/02/12	01	COPIER LEASE-JAN	9900005532		01/10/12	310.70
						INVOICE TOTAL:	310.70
						VENDOR TOTAL:	310.70
UNIQUE	UNIQUE MANAGEMENT SERVICES						
217730	12/01/11	01	COLLECTION FEES-11/11	9900005510		01/10/12	62.65
						INVOICE TOTAL:	62.65
						VENDOR TOTAL:	62.65
VANDE	VANDEWALLE & ASSOCIATES INC						
201112006	12/23/11	01	12/11 PLANNING SVC	1169305212		01/10/12	13.50
		02	12/11 PLNG-CUP NFSF	1100001391			13.50
		03	12/11 PLNG-CUP 835 WRIGLEY	1100001391			13.50
		04	12/11 PLNG-CUP 269 BROAD	1100001391			27.00

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VANDE VANDEWALLE & ASSOCIATES INC							
201112006	12/23/11	05	12/11 PLNG-CUP US CELL	1100001391		01/10/12	27.00
		06	12/11 PLNG-PIP SENIOR LIVING	1100001391			1,369.00
		07	12/11 PLNG-PIP SENIOR LIVING	1100001391			432.00
		08	CONDUIT REV-WINDSTREAM	1100001391			67.50
		09	12/11 PLNG-PIP SENIOR LIVING	1100001391			83.25
						INVOICE TOTAL:	2,046.25
						VENDOR TOTAL:	2,046.25
WEENE WE ENERGIES							
RE010612	01/03/12	01	INV 5604-510-433-LIBRARY	9900005222		01/10/12	477.51
		02	INV 3843-358-997-LIBRARY	9900005222			180.83
		03	INV 7837-744-963-FIREHOUSE	1122005224			371.50
		04	INV 0480-524-472-UPPER RIVIERA	4055105224			708.06
		05	INV 7891-194-618-CITY HALL	1116105224			1,759.81
		06	INV 0847-573-906-HOST TOWER	1122005224			115.40
		07	INV 5288-664-956-MUSEUM	1151105224			553.19
		08	INV 8052-439-940-STREET DEPT	1132105224			243.49
		09	INV 8017-524-022-1065 CAREY	1132105224			613.39
		10	INV 6602-046-262-1070 CAREY	1132105224			668.51
		11	INV 7283-171-261-VET'S PARK	1152015224			57.80
		12	INV 5694-161-339-120 SHERIDAN	1117105224			134.56
		13	INV 6474-690-836-120 SHERIDAN	1117105224			103.54
						INVOICE TOTAL:	5,987.59
						VENDOR TOTAL:	5,987.59
WIS&B STATE OF WISCONSIN							
279584	12/29/11	01	ELEVATOR PERMIT FEE	4055205360		01/10/12	50.00
						INVOICE TOTAL:	50.00
						VENDOR TOTAL:	50.00
WOLLA JOANNE WOLLAEGER							
REIMB-12/11	12/13/11	01	CALCULATORS, ENVELOPES	9900005211		01/10/12	33.72
						INVOICE TOTAL:	33.72
						VENDOR TOTAL:	33.72

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WSDAR WS DARLEY & CO							
17005829	12/07/11	01	HOODS	4122009056	00000051	01/10/12	151.60
		02	GLOVES	4122009056			207.80
		03	SHIPPING	4122009056			13.57
		04	HOOD-1	4122009056			18.95
						INVOICE TOTAL:	391.92
17006321	12/13/11	01	BOOTS	4122009056	00000051	01/10/12	1,240.00
		02	SHIPPING	4122009056			17.77
						INVOICE TOTAL:	1,257.77
17006542	12/14/11	01	GLOVES	4122009056	00000051	01/10/12	259.75
		02	SHIPPING	4122009056			12.06
						INVOICE TOTAL:	271.81
CM-0053919	02/22/11	01	CREDIT	4122009056		01/10/12	-311.73
						INVOICE TOTAL:	-311.73
CM-0054128	03/22/11	01	CREDIT-HELMETS	4122009056		01/10/12	-711.66
						INVOICE TOTAL:	-711.66
						VENDOR TOTAL:	898.11
WTCs WISC TECHNICAL COLLEGE SYSTEM							
LEA8800324	12/21/11	01	RESTRAINTS	1121005342		01/10/12	40.00
						INVOICE TOTAL:	40.00
						VENDOR TOTAL:	40.00
YMCA YMCA							
RE010413	01/01/12	01	MONTHLY PAYMENT-JAN	1170005760		01/10/12	3,818.33
						INVOICE TOTAL:	3,818.33
						VENDOR TOTAL:	3,818.33
						TOTAL ALL INVOICES:	124,435.71

**City of Lake Geneva
Council Meeting
1/9/2012**

Prepaid Checks - 12/28/11 through 1/6/12

\$2,549.95

