

FINANCE, LICENSE & REGULATION COMMITTEE

MONDAY, FEBRUARY 28, 2011 - 6:00PM

COUNCIL CHAMBERS, CITY HALL

AGENDA

Amended to Add Item #17 2/25/2011 4:00pm

1. Call to Order
2. Roll Call
3. Approve Finance, License and Regulation Committee minutes of February 14, 2011 as 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. **RESOLUTIONS**
 - A. **Resolution 11-R07**, establishing regulations for trapping on City property, as permitted under Section 54-34 of the Lake Geneva Municipal Code
6. **ORDINANCES**
 - A. First Reading of **Ordinance 11-06**, establishing regulations for the use of dinghy pads
 - B. First Reading of **Ordinance 11-07**, amending Chapter 70 Taxation of the Lake Geneva Municipal Code regarding the reporting of monthly room tax returns
7. **LICENSES & PERMITS**
 - A. Temporary Class "B" Retail License Application for Lake Geneva Jaycees, for sale of fermented malt beverages at Venetian Festival, August 16, 2011 through August 21, 2011, from 6:00am to 12:30 am
 - B. Street Use Permit Application filed by Lake Geneva Jaycees for Venetian Festival using portions of Wrigley Drive and Center Street from August 15, 2011 to August 22, 2011
 - C. Original Operator License Applications for Adam Mayster and Amanda Soto
8. Discussion/Recommendation on directing the City Administrator to issue a Request for Proposals (RFP) for Parking System (*continued on 2/14/11*)
9. Discussion/Recommendation on 2010 transfers from Parking and Lakefront to the General Fund
10. Discussion/Recommendation on emergency services agreement with the Town of Geneva
11. Discussion/Recommendation on roof repair work at Riviera
12. Discussion/Recommendation on Change Order for fire protection work at Riviera (*recommended by Public Works Committee on 2/17/11*)
13. Discussion/Recommendation on tuckpointing repairs at the Fire Station

14. Discussion/Recommendation on disallowance of claim filed by David and Cheryl Hawkins for sewerage backup pursuant to Wis. Stats. 893.80 (1g)
15. Discussion/Recommendation on disallowance of claim filed by Shuichi and Pat Sasaki for sewerage backup pursuant to Wis. Stats. 893.80 (1g)
16. Discussion/Recommendation on authorization to collect unpaid room tax funds from Geneva Hospitality of Lake Geneva (The Cove)
17. Discussion/Recommendation on ordinance for Kayak Rack selection policy
18. **Presentation of Accounts – Alderman Krause**
 - A. Purchase Orders
 - B. Prepaid Bills in the amount of \$43,958.76
 - C. Regular Bills in the amount of \$255,337.21
19. Adjournment

This is a meeting of the Finance/License & Regulation Committee.
No official Council action will be taken, however a quorum of the Council may be present

02/25/11 4:00PM

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

FINANCE, LICENSE & REGULATION COMMITTEE
MONDAY, FEBRUARY 14, 2011 - 6:00PM
COUNCIL CHAMBERS, CITY HALL

Chairman Krause called the meeting to order at 6:01pm.

Roll Call. Present: Aldermen Krohn, Hartz, Marsala, Fesenmaier and Krause. Also Present: Administrator Jordan, Comptroller Pollitt, DPW Winkler, and Clerk Reale.

Marsala/Hartz motion to approve Finance, License and Regulation Committee minutes of January 24, 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.

Barbara Philipps, 1600 Evergreen Lane, addressed the Committee to express her support for Item #14, regarding the possible issuance of a Request for Proposals (RFP) for the design and construction of a new skateboard plaza and improvements to the existing skate park.

RESOLUTIONS

Resolution 11-R06, establishing wages, salaries and benefits for non-represented employees of the City for the 2010 Budget Year (recommended by Personnel on 1/25/11)

Hartz/Marsala motion to forward to Council with recommendation for approval of Resolution 11-R06. Alderman Hartz reported that the Personnel Committee had determined that non-represented City employees deserved consideration of a wage increase that would be commensurate with the increase approved for union employees. It was proposed to give full-time staff and part-time supervisory staff members a one percent raise retroactive to January 1, 2010. Comptroller Pollitt noted that these figures had not been included in the budget; therefore, a budget amendment to transfer the necessary funds from Contingency would be required if the wage increase was approved. Alderman Fesenmaier inquired about the expected amount of the budget amendment. Administrator Jordan responded that the total would be approximately \$35,000.00. Unanimously carried.

LICENSES & PERMITS

Marsala/Hartz motion to forward to Council with recommendation for approval of original "Class A" Retail Liquor and Class "A" Fermented Malt Beverage License application for 433 Broad Street, Inc., d/b/a Roses, 433 Broad Street, Lake Geneva, Eric B. Rose, Agent. Unanimously carried.

Marsala/Krohn motion to forward to Council with recommendation for approval of Temporary "Class B" Retail License application for Catholic Daughters Court #914, for the sale of wine at St. Francis De Sales Church, 148 Main Street, Lake Geneva, for Wine Tasting on March 8, 2011 from 6:00pm to 9:00pm. Unanimously carried.

Hartz/Marsala motion to forward to Council with recommendation for approval of Temporary Class "B" Retail License application for St. Francis De Sales – Parish Life, for the sale of fermented malt beverages at St. Francis De Sales Church, 148 Main Street, Lake Geneva, for Irish Dinner on March 12, 2011 from 5:00pm to 9:00pm. Unanimously carried.

Hartz/Marsala motion to forward to Council with recommendation for approval of Street Use Permit application filed by Geneva Lakes YMCA for "Shamrock Shuffle" 5K Walk/Run using a section of Geneva Parkway North on March 20, 2011, from 8:30am to 10:30am. Unanimously carried.

Marsala/Hartz motion to forward to Council with recommendation for approval of Park Board application filed by Cathy Nickels, representing Geneva Lakes YMCA, for "Shamrock Shuffle" 5K Walk/Run in Veterans Parks on March 20, 2011, from 8:30am to 10:30am. Chairman Krause noted that this application had been recommended for approval by the Board of Park Commissioners at its February meeting. Unanimously carried.

Executive Order authorizing the declaration of a Snow Emergency in the City of Lake Geneva pursuant to Sec. 74-10 (a) of the Lake Geneva Municipal Code, from 12:00pm February 1, 2011 until 12:00pm February 4, 2011
Hartz/Marsala motion to forward to Council with recommendation for approval. Unanimously carried.

Discussion/Recommendation on Change Order #3 for Riviera remodeling project, providing for six contract changes resulting in a net deduction of \$865.00 from the contract price

Administrator Jordan reported that the various project changes included: a deduct for alternative drapery materials, toilet partitions on the second floor, harbormaster office remodeling, replacement of toilet flanges, duct extensions at acoustic ceiling grid, and replacement of ceiling tiles at the perimeter of the promenade area. The six modifications would result in a net deduction of \$865.00 from the contract price. Alderman Hartz questioned the expense for harbormaster office remodeling, noting that the harbormaster already had an office located in City Hall. Administrator Jordan noted that the provision for a harbormaster office had already been included in the original contract, adding that this change order would provide for the addition of a storage area in the office space for the Riviera maintenance staff.

Marsala/Hartz motion to forward to Council with recommendation for approval of Change Order #3. Alderman Hartz asked if the promenade area ceiling tile replacement was a need that had been discovered during construction or had simply been overlooked in the original bid. DPW Winkler responded that this item would address a horizontal band of fiberboard material that could not be salvaged during the construction phase. He further noted that the fiberboard had originally appeared to be plaster. Alderman Fesenmaier questioned the \$212.00 construction fee associated with the ceiling tile change order. DPW Winkler stated that the fee was a typical ten percent add-on for having Scherrer perform the work as general contractor. To that point, Alderman Fesenmaier inquired as to why the contractor fee had not been credited on the deduction for the draperies in PCO#1. DPW Winkler responded that he could look into that issue. Unanimously failed.

Hartz/Marsala motion to continue to the next regular meeting, pending the receipt of additional information on the contractor charge for PCO#1. DPW Winkler stressed that certain aspects of the project were time-sensitive, suggesting that the Committee could approve the change order with an additional \$850.00 deducted from PCO#1 to address the contractor charge. Chairman Krause suggested that the Committee could approve the other portions of the change order and continue the drapery item to a future meeting. Alderman Hartz expressed a preference for deducting the additional ten percent from PCO#1 and approving the change order as a whole.

Alderman Hartz withdrew his motion, and Alderman Marsala withdrew his second.

Hartz/Marsala motion to reconsider. Unanimously carried. Clerk Reale clarified that the original motion to forward to Council with recommendation for approval was, by virtue of reconsideration, now before the Committee.

Marsala/Hartz motion to amend to reflect an additional ten percent deduction to PCO#1 in the amount of \$850.00, for a total deduction in the contract price of \$1,715.00 for Change Order #3. Unanimously carried.

The reconsidered motion, as amended, unanimously carried.

Discussion/Recommendation on approval of compensation package for former City Assessor, as recommended by the Personnel Committee (recommended by Personnel on 1/25/11)

Alderman Hartz reported that the former assessor's contract had contained specific language for compensation in the event of termination, with the Personnel Committee having recommended approval of the total payout of \$4,884.63 for sick leave and vacation benefits. Chairman Krause noted that funding for the payout would come from the assessor budget account.

Hartz/Marsala motion to forward to Council with recommendation for approval of payout in the amount of \$4,884.63. Unanimously carried.

Discussion/Recommendation on authorizing application for Wisconsin Environmental Education Board (WEEB) Grant for Lakefront Solar Recycling Project (recommended by Board of Park Commissioners on 2/8/11)

DPW Winkler reported that the Board of Park Commissioners had believed it would be worthwhile to pursue this state grant for environmental education. The project would involve a partnership between the City and Eastview Elementary School to create public awareness of recycling through the purchase and installation of a recycling container and solar garbage compactor in the lakefront area. An additional component of the project would involve the placement of student-created videos on the City's website, designed to educate visitors about recycling and green principles. DPW Winkler explained that the WEEB grant was a 50/50 grant, which would involve the commitment of \$4,740.00 from the City if approved. Alderman Hartz asked about the annual operational costs associated with the project. DPW Winkler responded that the only operational cost would be that of the battery, which would amount to approximately \$85.00 every five to six years. Alderman Fesenmaier recommended two modifications to the grant application, including: changing the mailing address for the City to 626 Geneva Street and amending the budget summary sheet to reflect the fact that both the garbage and recycling containers were solar-powered compactors.

Hartz/Marsala motion to forward to Council with recommendation to authorize the application, as amended. Unanimously carried.

Discussion/Recommendation on proposal to increase Waiting List fee to \$50.00, make the fee non-refundable, and apply the amount toward the first rental (recommended by Piers, Harbors and Lakefront on 1/27/11)

Marsala/Hartz motion to forward to Council with recommendation for approval. Alderman Marsala noted that the waiting list fee had been \$5.00 for several years, adding that the Committee had recommended raising the fee to a level that would deter individuals from simply adding their names to the list without being serious about pursuing a rental. The payment would then be applied toward the individual's first rental fee. Unanimously carried.

Discussion/Recommendation on request from the League of Wisconsin Municipalities for waiver of fees for the use of the Riviera (recommended by Piers, Harbors and Lakefront on 1/27/11)

Alderman Marsala reported that the City had received a request for fee waiver from the League for the use of the Riviera on a weekday. The Committee had recommended charging the minimum fee of \$400.00 to use the facility on July 6, 2011. All other fees would be waived. Chairman Krause noted that it had been confirmed that this event would not conflict with any other rentals on the specified date. Administrator Jordan added that the event would involve approximately sixteen attendees, namely the members of the Executive Board and their spouses.

Marsala/Hartz motion to forward to Council with recommendation to authorize use of the Riviera on July 6, 2011 for a minimum payment in the amount of \$400.00. Unanimously carried.

Discussion/Recommendation on directing the City Administrator to issue a Request for Proposals (RFP) for parking system (forwarded from Committee of the Whole on 2/7/11)

Administrator Jordan stated that staff had been directed to make some modifications to the RFP following the Committee of the Whole meeting. The document had been changed to remove any components that would have been considered proprietary. At this point, he noted it would be unlikely to get any new system in place until the upcoming fall. Alderman Fesenmaier stated that she would prefer to continue this item so as to give the Committee an opportunity to review the changes before proceeding with issuance of the RFP.

Fesenmaier/Marsala motion to continue to the next regular meeting. Unanimously carried.

Discussion/Recommendation on directing staff to issue a Request for Proposals (RFP) to design and build a pre-cast Skateboard Plaza and to revitalize the existing skateboard park (recommended by Board of Park Commissioners on 2/8/11)

Fesenmaier/Hartz motion to strike the reference to "pre-cast" and forward to Council with recommendation for approval. Alderman Fesenmaier explained that deleting the term "pre-cast" would open the project to more potential bidders. Unanimously carried.

Presentation of Accounts, Alderman Krause.

Purchase Orders. None.

Marsala/Hartz motion to recommend approval of Prepaid Bills in the amount of \$30,193.83. Unanimously carried.

Hartz/Marsala motion to recommend approval of Regular Bills in the amount of \$311,006.21. Unanimously carried.

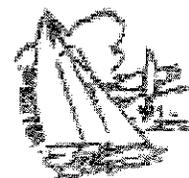
Fesenmaier/Marsala motion to accept the monthly report of the City Treasurer, as presented. Unanimously carried.

Adjournment

Marsala/Krause motion to adjourn at 6:55pm. Unanimously Carried.

/s/ Jeremy A. Reale, City Clerk

**THESE MINUTES ARE NOT OFFICIAL UNTIL APPROVED
BY THE FINANCE, LICENSE & REGULATION COMMITTEE**



REGULAR CITY COUNCIL MEETING

MONDAY, FEBRUARY 28, 2011 – 7:00 PM

COUNCIL CHAMBERS, CITY HALL

Amended to Add
Item #11 (M)
2/25/2011
4:00pm

AGENDA

1. Mayor Connors calls the meeting to order
2. Pledge of Allegiance
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
 - A. Correspondence from Lake Geneva Economic Development Corporation Board of Directors commending the City Street Department for snow removal efforts
8. Update on status of Ad Hoc Committee to review transient rental regulations (Mayor Connors)
9. Approve Regular City Council Meeting minutes of February 14, 2011, as published and distributed
10. Continued Discussion/Action on requested capital items listed as “mid priority” (Administrator Jordan)
11. **Finance, License and Regulation Committee Recommendations – Alderman Krause**
 - A. **RESOLUTIONS**
 - 1) **Resolution 11-R07, establishing regulations for trapping on City property, as permitted under Section 54-34 of the Lake Geneva Municipal Code**
 - B. **ORDINANCES**
 - 1) **First Reading of Ordinance 11-06, establishing regulations for the use of dinghy pads**
 - 2) **First Reading of Ordinance 11-07, amending Chapter 70 Taxation of the Lake Geneva Municipal Code regarding the reporting of monthly room tax returns**
 - C. **LICENSES & PERMITS**
 - 1) Temporary Class “B” Retail License Application for Lake Geneva Jaycees for sale of fermented malt beverages at Venetian Festival, August 16, 2011 through August 21, 2011, from 6:00am to 12:30am

- 2) Street Use Permit Application filed by Lake Geneva Jaycees for Venetian Festival using portions of Wrigley Drive and Center Street from August 15, 2011 to August 22, 2011
- 3) Original Operator Licenses for Adam Mayster and Amanda Soto
- D. Discussion/Action on directing City Administrator to issue a Request for Proposals (RFP) for Parking System (*continued on 2/14/11*)
- E. Discussion/Recommendation on 2010 transfers from Parking and Lakefront to the General Fund
- F. Discussion/Action on emergency services agreement with Town of Geneva
- G. Discussion/Action on roof repair work at Riviera
- H. Discussion/Action on Change Order for fire protection work at Riviera (*recommended by Public Works Committee on 2/17/11*)
- I. Discussion/Action on tuckpointing repairs at the Fire Station
- J. Discussion/Action on disallowance of claim filed by David and Cheryl Hawkins for sewerage backup pursuant to Wis. Stats. 893.80 (1g)
- K. Discussion/Action on disallowance of claim filed by Shuichi and Pat Sasaki for sewerage backup pursuant to Wis. Stats. 893.80 (1g)
- L. Discussion/Action on authorization to collect unpaid room tax funds from Geneva Hospitality of Lake Geneva (The Cove)
- M. Discussion/Action on ordinance for Kayak Rack selection policy

12. Plan Commission Recommendations – Alderman Hartz

- A. **Conditional Use Resolution 11-R08**, authorizing issuance of Conditional Use Permit to Michael Raymond Custom Homes for construction of a new single-family residence in the ER-1 District using the setback requirements of the SR-4 District at 1641 N. Lake Shore Drive, Lake Geneva, WI 53147, Tax Key Number ZLM 00019, including all staff recommendations
- B. **Conditional Use Resolution 11-R09**, authorizing issuance of a Conditional Use Permit to Lowell Management Services, Inc., for an alteration to an existing deck with the addition of a screen house to an existing single-family residence in the ER-1 District using the setback requirements of the SR-4 District, and also for lawn care located in the Lakeshore Overlay District at 845 Bayview Drive, Lake Geneva, WI 53147, Tax Key Number ZGB 00006, including all staff recommendations
- C. **Conditional Use Resolution 11-R10**, authorizing issuance of a Conditional Use Permit to Benny Singh to allow for a sign with electrical message center at 797 Wells Street, Lake Geneva, WI 53147, Tax Key Number ZOP 00399, including all staff recommendations
- D. **First Reading of Ordinance 11-08**, amending the Zoning Map of the City of Lake Geneva, Walworth County, Wisconsin, to assign standard zoning district designations on certain expired Planned Developments

- E. **First Reading of Ordinance 11-09, amending the Zoning Map of the City of Lake Geneva, Walworth County, Wisconsin, to rezone certain real property recently annexed to the City (N2292 Wilmot Blvd)**
 - F. **First Reading of Ordinance 11-10, providing for direct annexation by unanimous consent of electors and property owners of territory located in the Town of Bloomfield, Walworth County, Wisconsin, to the City of Lake Geneva, Walworth County, Wisconsin (Potter)**
 - G. Discussion/Action on Application for Certified Survey Map/Lot Line Adjustment filed by the Frandolig Family Loving Trust, W3320 S. Lake Shore Drive, Lake Geneva, WI 53147, for land located in the Town of Linn, and within the City's Extra-Territorial Platting jurisdiction
 - H. Discussion/Action on authorizing approval of easement proposed by AT&T at the Host Drive water tower site, 1003 Host Drive, including staff recommendations
- 13. Discussion/Action on directing City Attorney to draft residential rental inspection ordinance
 - 14. **Presentation of Accounts – Alderman Krause**
 - A. Purchase Orders
 - B. Prepaid Bills in the amount of \$43,958.76
 - C. Regular Bills in the amount of \$255,337.21
 - 15. **Closed Session**

Motion to go into Closed Session 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 special assessment
 - 16. Motion to return to open session pursuant to Wisconsin Statutes 19.85 (2) and take action on any items discussed in Closed Session
 - 17. Adjournment

02/25/11 4:00 PM

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.

*CC: Mayor & Council
Administrator, Attorney, Treasurer, Department Heads, Media*



LAKE GENEVA ECONOMIC DEVELOPMENT CORPORATION

*Developers of the Lake Geneva Business Park
and Business Commons of Lake Geneva*

February 24, 2011

TO: Mayor and Common Council
City of Lake Geneva

RE: Snow Removal

At the February 23, 2011 meeting of the Lake Geneva Economic Development Corporation Board of Directors a motion was adopted to commend the management and staff of the Lake Geneva Street Department for their outstanding snow removal after the recent heavy snow.

Their efforts provided City residents the opportunity to move around the City as needed plus assisting our local businesses to stay open to serve the public. The ultimate success of the Winterfest activities was dependent on their efforts. Without clear streets and parking visitors would not have been able to attend and the weekend would have been a disaster for all involved.

The Board wants to thank all involved for their long hours and devotion to our community.

Sincerely,



Joe Cardiff
Executive Director

Cc: The Lake Geneva Regional News

REGULAR CITY COUNCIL MEETING
MONDAY, FEBRUARY 14, 2011 – 7:00 PM
COUNCIL CHAMBERS, CITY HALL

Mayor Connors called the meeting to order at 7:02pm.

The Pledge of Allegiance was led by Alderman Krohn.

Roll Call. Present: Aldermen Krohn, Tolar, Krause, Hartz, Mott, Marsala, Kehoe, and Fesenmaier. Also present: Administrator Jordan, City Attorney Draper, DPW Winkler, and City Clerk Reale.

Awards, Presentations, and Proclamations. None.

Re-consider business from previous meeting. None.

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

Barbara Philipps, 1600 Evergreen Lane, spoke in support of issuing the Request for Proposals for the design and construction of a skateboard plaza and revitalization of the existing skateboard park, which she noted was in dire need of repair. Ms. Philipps remarked that several youth had been in attendance during the Finance, License and Regulation Committee meeting to demonstrate support for this project, adding that they were also willing to help with the project in any way needed.

Royce DeBow, Southeastern Wisconsin Governmental Affairs Director for the Wisconsin Realtors Association, addressed the Council with respect to its consideration of Ordinance 11-03. He suggested that the Council consider forming a study group to review the issue and report back to the Council with recommendations for a possible compromise on the issue of transient rentals in the community. Mr. DeBow also pointed out that there were several dramatic changes pending before the State legislature that would be expected to have a significant impact on revenues to local government, adding that a system of regulated transient rentals could provide the City an opportunity to create an additional revenue stream to offset some of the potential losses from the State.

Mike VanderBunt, Association Executive for the Lakes Area Realtors Association, rose to speak on the subject of Ordinance 11-03, stating that he also supported putting together a study group to review the transient rental issue and develop a solution that would benefit all parties. He added that we want to bring as many people to the Lake Geneva area as possible, as these tourists and vacationers frequent local merchants and businesses, bringing money into the local economy.

Cass Kordecki, 715 North Street, addressed the Council regarding Ordinance 11-03. Ms. Kordecki relayed her personal story about renovating a home and her desire to be able to rent this improved property to vacationers or transients. She noted that this type of activity is very common in tourism areas throughout the country, where transient and vacation rentals are regulated and taxed to provide additional revenue sources to local government. She reiterated the call for a study committee to review and address this item before taking any action on the proposed ordinance. Ms. Kordecki added that any study committee should also review and address issues with full-time rentals and incorporate all of these regulations into a comprehensive rental ordinance.

Jesse Jacobs, 1575 Orchard Lane, addressed the Council as a member of the Police and Fire Commission to express support for including funding for the purchase of a new aerial fire truck as part of any capital borrowing plan. He stated a concern that failure to provide funding for a new truck could jeopardize public safety, adding that the current truck needed to be retired.

Mark Pienkos, 703 S. Lake Shore Drive, member of the Police and Fire Commission, discussed a memorandum that had been provided to the members of the Council outlining the need for capital items as recommended by the Commission. Mr. Pienkos spoke in support of borrowing funds for the replacement of the aerial ladder truck for the fire department. He noted that original cost estimates for the new truck had been \$1.2 million, adding that Chief Connelly had worked diligently to find a truck that would meet all of the City's needs for a significantly lower price of \$800,000.00. He also stated that it was important to act on this item now, as the costs of both borrowing and the purchase of a new truck would only increase in the future. Mr. Pienkos stated that he had calculated the cost of a new truck to amount to roughly \$8.00 per resident, per year for the lifespan of the vehicle.

Acknowledgement of Correspondence

City Clerk Reale reported the following items of correspondence had been placed on file in the City Clerk's office:

- 1) Correspondence from Maureen Duffy in support of Ordinance 11-03, received February 6, 2011
- 2) Correspondence from Thomas J. Anthony expressing opposition to transient rentals in residential neighborhoods, received February 9, 2011
- 3) Correspondence from Jim Mercurio in support of permitting transient rentals subject to appropriate regulations, received February 12, 2011
- 4) Correspondence from Casey Schiche in support of the recommendations from the Piers, Harbors and Lakefront Committee for agenda items #19A, B, and C.

Approval of Minutes

Krause/Mott motion to approve Regular City Council Meeting minutes of January 24, 2011, as published and distributed. Unanimously carried.

Public Hearing on Petition for Discontinuance of a Public Way pursuant to Sec. 66.1003, Wis. Stats., filed by James E. Davis Trust, et al. (roadway off of South Lake Shore Drive)

Petitioner James Davis addressed the Council to discuss the plans for the roadway, which provided access to Lake Shore Drive for the four adjoining properties. He noted that the ultimate plan would be to install a gate across the roadway. City Attorney Draper stated that he had reviewed the agreement document and believed that it provided for access to the road and easements for utility and other services. DPW Winkler also noted that he was satisfied with the terms of the agreement. In response to a question from Alderman Mott, Mr. Davis stated that maintenance and snow removal on the roadway would be the responsibility of the four petitioning property owners.

Tolar/Kehoe motion to close the public hearing. Unanimously carried.

Discussion/Action on Petition for Discontinuance of a Public Way pursuant to Sec. 66.1003, Wis. Stats., filed by James E. Davis Trust, et al. (roadway off of South Lake Shore Drive)

Hartz/Krause motion to approve the petition for discontinuance. Unanimously carried.

Second Reading and Approval of Ordinance 11-01, amending Section 54-34 of the Lake Geneva Municipal Code to permit trapping on certain City property

Krause/Marsala motion to approve Ordinance 11-01. Administrator Jordan noted that the language of the ordinance had been modified, as previously recommended by Council, to establish that the northern boundary of the White River estuary was effectively the WE Energies property line. Alderman Fesenmaier noted that a resolution would be forthcoming from the City Attorney to specify the local regulations for trapping activity and applicable permit procedures. Unanimously carried.

Second Reading and Approval of Ordinance 11-03, amending the Zoning Ordinance to clarify the regulation of free-standing commercial indoor lodging uses (tabled on 1/24/11)

Marsala/Mott motion to remove from the table. Motion carried by vote of 7 to 1, with Alderman Fesenmaier opposed.

Fesenmaier/Tolar motion to continue Ordinance 11-03 to an unspecified date, pending the formation of an ad hoc committee to review the issue of transient rentals and report back to Council with recommendations. Alderman Fesenmaier stated that the City needed to take the time to review the proposal and any possible alternatives, so as to ensure that the concerns of all parties would be adequately addressed. Alderman Hartz clarified that the proposed ordinance was not providing a blanket ban on all short-term rentals; rather, it was concentrated on activities within

residentially-zoned districts in the City. Alderman Marsala added that the proposal merely sought to clarify definitions in the existing ordinance to bring it into conformity with State terminology. He stated that he had spoken to Building and Zoning Administrator Brugger, who had ensured him that the ordinance would not have the effect of changing anything that the City already did in practice with respect to transient rentals in residential areas.

Roll Call: Krohn, Tolar, Krause, Hartz, and Fesenmaier voted "yes". Mott, Marsala, and Kehoe voted "no". Motion carried by vote of 5 to 3.

Second Reading and Approval of Ordinance 11-04, prohibiting the sale and/or possession of synthetic chemical cannabinoids (synthetic marijuana)

Krause/Mott motion to approve Ordinance 11-04. City Attorney Draper noted that the ordinance combined provisions from several jurisdictions to cover otherwise legal chemicals and substances that were known to be used by individuals to achieve effects similar to those experienced from the use of illegal products. Unanimously carried.

Second Reading and Approval of Ordinance 11-05, amending the Zoning Map of the City of Lake Geneva, Walworth County, Wisconsin, to assign standard zoning district designations on certain expired Planned Developments

Hartz/Tolar motion to approve Ordinance 11-05. Unanimously carried.

Discussion/Action on specifying the new expiration date for Southland Farms, LLC General Development Plan. (The Council previous approved the First Amendment to the Developer's Agreement and an extension of the General Development Plan for Southland Farms, LLC, but did not specify the number of years the GDP was to be extended.) (Mayor Connors)

City Attorney Draper noted that under the original Zoning Ordinance, there was a provision allowing for an extension of a general development plan for up to five additional years. Although it had not been specified during the Council's prior approval of the extension for Southland Farms, LLC, he stated that he believed it would be appropriate to authorize such extension for the full additional period as allowable by ordinance. This would extend the lifespan of the GDP to August 2016.

Kehoe/Krohn motion to authorize the extension of the Southland Farms, LLC General Development Plan for a period of five additional years from the initial expiration date. Unanimously carried.

Discussion on State Transportation Aids (Administrator Jordan)

Administrator Jordan stated that he had requested this item be placed upon the agenda to provide City officials with an opportunity to respond to recent public comments made about the City's spending of State transportation aids (GTA funds). He noted that State statutes provided that these funds could be used for transportation-related expenditures, which would include such things as street sweeping, crack filling, manhole repairs and the like. He also reported that he had solicited feedback from colleagues in other municipalities, with the majority indicating that they put these transportation aids into their general funds. This information contradicted public claims made at previous meetings that these aids were specifically for road construction expenses, with the inference that the City had been spending these funds improperly for other purposes.

Discussion/Action on requested capital items for Capital Budget (continued on 1/24/11)

Krause/Kehoe motion to approve bonding the amount of \$3.2 million over a 10-year period for three-year capital projects spending. Alderman Krause reported that seven of the eight aldermen had providing priority rankings of the various requested capital items for compilation by the City Clerk. The responses were averaged, with items then being divided into "high priority", "mid priority", and "low priority" categories. He noted that the items considered "high priority" totaled approximately \$1.9 million, with "mid priority" items totaling roughly \$386,000.00 and "low priority" requests at about \$80,000.00. Alderman Krause noted that none of these figures included the costs for a new aerial truck for the Fire Department, as the Council had previously agreed to discuss that item separately. He stated that his motion would provide for the funding of all "high" and "mid" priority items, including the aerial truck, plus any additional administrative fees.

Alderman Krause stated that the motion would exclude only the "low priority" items, which included: Willow Road, carpeting for the library, office furniture for Emergency Government, Emergency Operations Center expenses, and

Veterans Park volleyball courts. Mayor Connors noted that the Willow Road project would be funded through the Street Improvement Program and could therefore be eliminated from the list altogether. He also remarked that the proposed borrowing would include funding for new office furniture for the Police Department and suggested that Emergency Government could utilize the older furniture being replaced. Alderman Hartz stated that he was comfortable with approving borrowing for the "high priority" items; however, he would prefer more discussion and information about some of the "mid priority" requests before taking action on them. He specifically mentioned the purchase of the aerial truck, citing the fact that there had been conflicting information as to whether or not a delay in replacing the existing ladder truck would have a significant impact on ISO ratings for the City.

Alderman Kehoe responded that she believed the reduction in the original request for the aerial truck from \$1.2 million to \$800,000.00 demonstrated that Chief Connelly had worked diligently to identify a piece of equipment that would be adequate to service the City's needs at a reasonable cost. She further stressed that several capital items on the list were directly related to public safety and needed immediate approval. With the cost of borrowing fairly favorable at the present time, Alderman Kehoe reasoned that it would be prudent for the Council to take action on these requests now. Alderman Hartz reiterated the importance of having accurate information before taking action on such significant expenditures. Mayor Connors suggested that the Council should move forward to borrow for the aerial truck, given current interest rates and the fact that State-shared revenues would likely continue to decline.

Alderman Krause stated that he had not made the motion lightly; adding that he understood that borrowing of this magnitude would cost taxpayers about \$1.2 million in interest over the life of the bond. Although he agreed that the City needed to begin setting aside funds to plan for future needs without additional borrowing, he noted that the City was currently in relatively good shape with respect to its debt. Administrator Jordan had confirmed that the City had approximately \$4.3 million in debt. Alderman Krause added that the Council would need to consider possible means to generating additional revenues to be able to begin setting aside funds sufficient to cover future equipment replacements without relying upon borrowing. Alderman Marsala stated that the Council needed to exercise frugality and focus on providing only for immediate needs with the current borrowing proposal, further commenting that he did not believe the aerial truck was a critical need at the present time. Mayor Connors remarked that because the City had neglected to set aside funds for capital for such a long period of time, he doubted that the City was in a position to be able to save enough money to cover these large purchases within a reasonable time.

Roll Call: Krause, Mott, and Kehoe voted "yes". Krohn, Tolar, Hartz, Marsala, and Fesenmaier voted "no". Motion failed by vote of 3 to 5.

Hartz/Marsala motion to approve bonding the amount of \$1.932 million over a 10-year period for three-year capital projects spending to cover items rated as "high priority" on the list compiled by the City Clerk.

Alderman Hartz stated that there appeared to be a general consensus among the aldermen as to which items represented immediate priorities. This motion would ensure adequate funding for those priority items, and still give the Council an opportunity to further discuss some of the requests of lesser priority. Administrator Jordan responded that the City department heads had worked to pare down the original list of capital requests and focus on genuine priorities. Notwithstanding the priority rankings supplied by the aldermen, he felt that several items on the "mid priority" list were indeed critical priorities. Alderman Hartz stated that he would like to get some accounting of the annual operational costs associated with the proposed capital improvement, as this would give the Council a sense of the implications that this borrowing would have for future operating budgets.

Fesenmaier motion to amend to remove the trash receptacles from the list of "high priority" items and add the tree replacement program to the "high priority" list. Motion died for lack of a second.

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

Mott/Hartz motion to approve including the additional amount of \$386,158.00 in the 10-year bond issue, to cover items rated as "mid priority" on the list compiled by the City Clerk. Alderman Mott clarified that this motion did not include funding for the aerial truck. Alderman Marsala noted that there was a fair amount of variation in the

aldermen's rankings of many of the items in question, suggesting that the Council should instead vote on each of the "mid priority" items on an individual basis.

Roll Call: Mott voted "yes". Krohn, Tolar, Krause, Hartz, Marsala, Kehoe, and Fesenmaier voted "no". Motion failed by vote of 1 to 7.

Finance, License and Regulation Committee Recommendations – Alderman Krause

RESOLUTIONS

Resolution 11-R06, establishing wages, salaries and benefits for non-represented employees of the City for the 2010 Budget Year

Krause/Hartz motion to approve Resolution 11-R06.

Roll Call: Krohn, Tolar, Krause, Hartz, Mott, Marsala, Kehoe, and Fesenmaier voted "yes". Unanimously carried.

LICENSES & PERMITS

Original "Class A" Retail Liquor and Class "A" Fermented Malt Beverage License application for 433 Broad Street, Inc., d/b/a Roses, 433 Broad Street, Lake Geneva, Eric B. Rose, Agent

Krause/Marsala motion to approve. Unanimously carried.

Temporary "Class B" Retail License application for Catholic Daughters Court #914, for the sale of wine at St. Francis De Sales Church, 148 Main Street, Lake Geneva, for Wine Tasting on March 8, 2011 from 6:00pm to 9:00pm

Krause/Tolar motion to approve. Unanimously carried.

Temporary Class "B" Retail License application for St. Francis De Sales – Parish Life, for the sale of fermented malt beverages at St. Francis De Sales Church, 148 Main Street, Lake Geneva, for Irish Dinner on March 12, 2011 from 5:00pm to 9:00pm

Krause/Tolar motion to approve. Unanimously carried.

Street Use Permit application filed by Geneva Lakes YMCA for "Shamrock Shuffle" 5K Walk/Run using a section of Geneva Parkway North on March 20, 2011, from 8:30am to 10:30am

Krause/Marsala motion to approve. Unanimously carried.

Park Board application filed by Cathy Nickels, representing Geneva Lakes YMCA, for "Shamrock Shuffle" 5K Walk/Run in Veterans Park on March 20, 2011, from 8:30am to 10:30am (recommended by Board of Park Commissioners on 2/8/11)

Krause/Mott motion to approve. Unanimously carried.

Executive Order authorizing the declaration of a Snow Emergency in the City of Lake Geneva pursuant to Sec. 74-10 (a) of the Lake Geneva Municipal Code from 12:00pm February 1, 2011 until 12:00pm February 4, 2011

Krause/Marsala motion to approve the executive order. Mayor Connors acknowledged and thanked the City streets, police, fire, and emergency government personnel for their efforts during the winter storm. He also thanked the news media and the public for their cooperation during the snow emergency. Unanimously carried.

Discussion/Action on Change Order #3 for Riviera remodeling project, providing for six contract changes resulting in a net deduction of \$865.00 from the contract price

Krause/Hartz motion to approve Change Order #3, as amended to reflect an additional ten percent adjustment for the drapery change order contractor fee, resulting in a net deduction of \$1,715.00 from the contract price. Alderman Krause noted that the Committee had recommended deducting an additional ten percent from the proposed change order for the draperies (PCO#1) to subtract the standard contractor fee.

Roll Call: Krohn, Tolar, Krause, Hartz, Mott, Marsala, Kehoe, and Fesenmaier voted "yes". Unanimously carried.

Discussion/Action on approval of compensation package for former City Assessor, as recommended by the Personnel Committee (recommended by Personnel on 1/25/11)

Krause/Tolar motion to authorize total payout in the amount of \$4,884.63 for sick leave and vacation benefits. It was noted that the former Assessor was, by contract, entitled to this payout for unused benefits subsequent to her removal from office.

Roll Call: Krohn, Tolar, Krause, Hartz, Mott, Marsala, Kehoe, and Fesenmaier voted "yes". Unanimously carried.

Discussion/Action on authorizing application for Wisconsin Environmental Education Board (WEEB) Grant for Lakefront Solar Recycling Project (recommended by Board of Park Commissioners on 2/8/11)

Krause/Marsala motion to authorize the application, as amended. DPW Winkler had explained that the project to be covered by the grant would involve a collaborative effort between the City and Eastview School to create public awareness of recycling through the purchase and installation of a recycling container and solar garbage compactor in the lakefront area. If the grant application was approved, the project would necessitate an initial commitment of \$4,740.00 from the City. Alderman Fesenmaier had recommended two modifications to the grant application, to change the applicant mailing address to City Hall and to amend the budget summary sheet to reflect the fact that both the recycling container and garbage compactor were solar-powered units. Mayor Connors asked if this project would be TIF-eligible. Administrator Jordan responded that he believed it would, adding that he would verify this. Unanimously carried.

Discussion/Action on proposal to increase Waiting List fee to \$50.00, make the fee non-refundable, and apply the amount toward the first rental (recommended by Piers, Harbors and Lakefront on 1/27/11)

Krause/Marsala motion to approve the proposal, as recommended. Alderman Marsala had reported that the waiting list fee had been set at \$5.00 for several years. The Committee had recommended the increase in an effort to deter individuals from adding their names to the list without being serious about pursuing a rental. The waiting list fee would then be applied toward the applicant's first rental fee. It was also noted that any individuals currently on waiting lists would be grandfathered. Mayor Connors noted that the meeting agenda had specified "slip waiting list" and clarified that the reference to "slip" should be stricken, as the recommendation applied to all lakefront waiting lists. Alderman Marsala confirmed that clarification.

Roll Call: Krohn, Tolar, Krause, Hartz, Mott, Marsala, Kehoe, and Fesenmaier voted "yes". Unanimously carried.

Discussion/Action on request from the League of Wisconsin Municipalities for waiver of fees for the use of the Riviera (recommended by Piers, Harbors and Lakefront on 1/27/11)

Krause/Marsala motion to authorize use of the Riviera on July 6, 2011 for a minimum payment of \$400.00. The League had requested a fee waiver to use the Riviera on a weekday date, which would not conflict with any other rentals. It had been recommended to approve the date and specify that a minimum payment of \$400.00 would be required. Administrator Jordan had confirmed that this event would include the Executive Board members and their spouses, for a total of approximately sixteen attendees.

Roll Call: Krohn, Tolar, Krause, Hartz, Mott, Marsala, Kehoe, and Fesenmaier voted "yes". Unanimously carried.

Discussion/Action on directing the City Administrator to issue a Request for Proposals (RFP) for parking system (forwarded from Committee of the Whole on 2/7/11)

Krause/Hartz motion to continue this item to the next regular meeting on February 28, 2011. Alderman Kehoe requested that this item also be placed upon the next agenda for recommendation from the Parking Commission. Unanimously carried.

Discussion/Action on directing staff to issue a Request for Proposals (RFP) to design and build a pre-cast Skateboard Plaza and to revitalize the existing skateboard park (recommended by Board of Park Commissioners on 2/8/11)

Krause/Hartz motion to strike the reference to "pre-cast" and approve issuance of the RFP, as amended. Alderman Fesenmaier had recommended deleting the reference to "pre-cast", as this would open the project to additional potential bidders. It was noted that DPW Winkler had offered to develop the RFP, as directed. Unanimously carried.

Piers, Harbors & Lakefront Committee Recommendations – Alderman Marsala

Discussion/Action on policy to restrict the use of a dinghy pad to individuals renting buoys and to limit dinghy pad use to dinghies only

Marsala/Mott motion to instruct the City Attorney to draft an ordinance providing for the restrictions, as recommended. Unanimously carried.

Discussion/Action on kayak rack selection policy to number racks and issue on a first-come, first-served basis

Marsala/Tolar motion to instruct the City Attorney to draft an ordinance providing for the selection policy, as recommended. Mayor Connors inquired about notification of the new policy. Alderman Marsala responded that there would be a notice period provided in advance of the date, to give individuals adequate time to prepare for the change. Unanimously carried.

Discussion/Action on restricting dogs from the West End Pier, providing an exception for those dogs boarding boats with their owners

Marsala/Mott motion to instruct the City Attorney to draft an ordinance providing for the restrictions, as recommended. In subsequent discussion, questions were raised regarding the enforcement of the restrictions. City Attorney Draper noted that there was a City ordinance on leash requirements already in place that would address the issue of dogs swimming in the West End Pier area.

Fesenmaier/Krohn motion to refer back to committee. Unanimously carried.

Presentation of Accounts – Alderman Krause

Purchase Orders. None.

Krause/Hartz motion to approve Prepaid Bills in the amount of \$30,193.83.

Roll Call: Krohn, Tolar, Krause, Hartz, Mott, Marsala, Kehoe, and Fesenmaier voted “yes”. Unanimously carried.

Krause/Marsala motion to approve Regular Bills in the amount of \$311,006.21.

Roll Call: Krohn, Tolar, Krause, Hartz, Mott, Marsala, Kehoe, and Fesenmaier voted “yes”. Unanimously carried.

Krause/Marsala motion to accept the monthly report of the City Treasurer, as submitted. Unanimously carried.

Closed Session

Krause/Kehoe motion to enter into Closed Session pursuant to Wis. Stats. 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: Town of Bloomfield incorporation.

Roll Call: Krohn, Tolar, Krause, Hartz, Mott, Marsala, Kehoe, and Fesenmaier voted “yes”. Unanimously carried.

The Council entered into Closed Session at 9:16pm. Also present were: Administrator Jordan, City Attorney Draper, and City Clerk Reale.

Krause/Kehoe 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: Krohn, Tolar, Krause, Hartz, Mott, Marsala, Kehoe, and Fesenmaier voted “yes”. Unanimously carried.

The Council reconvened in open session at 9:44pm.

Hartz/Marsala motion to direct the City Attorney to file a motion to the Court to reconsider its decision regarding incorporation of the Village of Bloomfield. Unanimously carried.

Adjournment

Hartz/Krause motion to adjourn at 9:46pm. Unanimously carried.

/s/ Jeremy A. Reale, City Clerk

THESE ARE NOT OFFICIAL MINUTES UNTIL APPROVED BY THE COMMON COUNCIL

CITY OF LAKE GENEVA



626 GENEVA STREET
LAKE GENEVA, WISCONSIN 53147
(262) 248-3673 • Fax (262) 248-4715
www.cityoflakegeneva.com

Memorandum

Date: February 25, 2011
To: Mayor Connors & Common Council
From: Jeremy Reale, City Clerk
Re: Second Tier ("Mid Priority") Capital Items

For your consideration at the Regular Meeting of February 28, 2011, the following list contains all items previously rated as "mid priority" based upon the priority lists submitted by seven aldermen. The total represented by the following is \$386,158.00 **and does not include the aerial truck.**

Copy Machine (Fire Department)	\$6,000
Replace Doors (Fire Department)	\$14,000
Bay Floor Repair (Fire Department)	\$21,000
Pro-Phoenix-MDTs (Fire Department)	\$70,000
Lap Top (MDC) (Emergency Govt)	\$4,000
2-way (Emergency Govt)	\$17,195
Miscellaneous Upgrades (Council Tech)	\$2,268
Squad Camera System (Police)	\$9,000
Taser System (Police)	\$10,000
Portable Light Tower (Police)	\$7,000
Office Furniture (Police)	\$12,000
Computers (Police)	\$22,500
Tree Replacement Program (DPW)	\$45,000
Retrofitting Program – Doors, etc. (DPW)	\$5,000
Street Department Parking Lot Paving (DPW)	\$25,000
16' Mower – City golf course land (DPW)	\$20,000
Dunn Field Surface Stormwater Repair (DPW)	\$6,000
Playground Equipment Repair/Replacement (DPW)	\$3,000
Veterans Park Water Faucets (DPW)	\$8,000
Park Mower (DPW)	\$15,000
Brush Chipper (DPW)	\$45,000
Connectivity to all City Buildings	\$12,000
Digital Video (Connectivity)	\$7,195

**AN ORDINANCE AMENDING WATERWAYS
OF THE LAKE GENEVA MUNICIPAL CODE**

NOW THEREFORE, the Common Council of the City of Lake Geneva, Wisconsin does ordain as follows:

ORDINANCE NO. 11-06

1. The following portion of Chapter 90 of the Lake Geneva Code (Waterways) is amended as follows:

A. Amend Section 90-191 "Season Rental" adding the following at the end of said provision:

"Only individual boat owners who lease a mooring buoy from the City shall be permitted to lease a dinghy space during that corresponding rental season. Only a dinghy not exceeding ten feet in length shall be placed in a dinghy space."

B. Amend 90-123 "Boat launching facility" by adding "Dinghy" to the definitions as described below:

Dinghy means a small boat used as a tender or lifeboat.

2. This ordinance shall take effect upon passage and publication as provided by law

3. Adopted, passed, and approved by the Common Council of the City of Lake Geneva, Walworth County, Wisconsin, this _____ day of _____, 2011.

JAMES R. CONNORS, Mayor

Attest: _____
JEREMY A. REALE, City Clerk

First Reading: 2/28/11
Second Reading: _____
Adoption: _____
Published: _____

ORDINANCE 11-07

AN ORDINANCE AMENDING CHAPTER 70, TAXATION,
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, Section 70-58, of Chapter 70 of the Lake Geneva Municipal Code is amended as follows:

Sec. 70-58. Monthly returns

This article shall be administered by the Treasurer. The tax imposed is due and payable by the last day of the month following the end of the reporting month, which shall be each calendar month ~~within 15 days of the end of each calendar month.~~ A monthly and annual return shall be filed with the Treasurer by those furnishing at retail such rooms and lodging within the City on or before the same date on which such tax is due and payable upon a form approved by the City. Attached to the return shall be copies of sales tax forms filed with the State of Wisconsin Department of Revenue for the corresponding month of the monthly return and room tax forms filed with the City Treasurer.

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 _____, 2011.

JAMES R. CONNORS, Mayor

Attest:

JEREMY A. REALE, City Clerk

First Reading: 02/28/2011
Second Reading: _____
Adoption: _____
Published: _____

ORDINANCE 10-16

**AN ORDINANCE AMENDING CHAPTER 70, TAXATION,
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, Sections 70-58 and 70-59, of Chapter 70 of the Lake Geneva Municipal Code are amended as follows:

Sec. 70-58. Quarterly Monthly returns

This article shall be administered by the Treasurer. The tax imposed is due and payable ~~by the last day of the month following the end of the reporting month which shall be each calendar quarter~~ month. A monthly and annual return shall be filed with the Treasurer by those furnishing at retail such rooms and lodging within the City on or before the same date on which such tax is due and payable upon a form approved by the City. Attached to the return shall be copies of sales tax forms filed with the State of Wisconsin Department of Revenue for the corresponding ~~three months~~ month of the monthly return and room tax forms filed with the City Treasurer.

Deleted: within 30 15 days

Deleted: quarterly

Sec. 70-59. Annual return

Every person required to file ~~quarterly~~ monthly returns shall file an annual calendar year return. Such annual return shall be filed within 30 days of the close of each calendar year. The annual return shall summarize the ~~quarterly~~ monthly returns, reconcile and adjust for errors in the ~~quarterly~~ monthly returns, and shall contain certain additional information as the Treasurer requires.

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 10th day of January, 2011.

JAMES R. CONNORS, Mayor

Attest:

JEREMY A. REALE, City Clerk

First Reading: 12/13/2010
Second Reading: 01/10/2011
Adoption: 01/10/2011
Published: 01/20/2011

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: 2-18-11

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 8-16-11 and ending 8-22-11 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 Lake Geneva Jaycees

(b) Address PO Box 411 Lake Geneva, WI 53147
Street Town Village City

(c) Date organized _____

(d) If corporation, give date of incorporation _____

(e) Names and addresses of all officers:

- President Craig Evans - 717 Geneva St. LG, WI 53147
- Vice President Chad Bittner - 1535 Mill St Burlington WI 53105
- Secretary Jeremy Kinsey - 928 Clover St. Lake Geneva, WI 53147
- Treasurer Bon Steitzer - 100 Evelyn Lane Unit #10 Lake Geneva, WI 53147

(f) Name and address of manager or person in charge of affair:
Brian Olson 129 S Curtis St. #111 Lake Geneva, WI 53147

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

(a) Street number 100 Block of Center St.

(b) Lot Flat Iron parking lot Block 100 Block of Center St.

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

(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:
Beer garden

3. NAME OF EVENT

(a) List name of the event Venetian Festival

(b) Dates of event 8-16-8-21

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 [Signature]
(Signature/date)

(Name of Organization)

Officer [Signature]
(Signature/date)

Officer _____
(Signature/date)

Officer _____
(Signature/date)

Date Filed with Clerk 2-18-11

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: Lake Geneva Jaycees
Name of Event: Venetian Festival
Date of Event: 8.16 - 8.21
Time of Event: 6:00am (Beginning) 12:30am (Ending)
Event Contact Person: Brian Olsen
Contact Phone: 262 249 9645 (Day)
4 (Evening)

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

CITY OF LAKE GENEVA STREET USE PERMIT APPLICATION

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

EVENT INFORMATION

Applicant Name: Brian Olsen

Organization Name: Lake Geneva Jaycees

Mailing Address: PO Box 411

City, State, Zip: Lake Geneva, WI 53147

Phone: 262 249 9645 Fax: _____

Event Chair/Contact Person: Brian Olsen

Chair/Contact Phone: 262 249 9645

Title of Event: Venetian Festival

Date of Event: 8.17 - 8.21

Hours: 8:15 - ~~8:00~~ 8:22

Start Time

End Time

Estimated Attendance Number: 20,000

Basis for Estimate: LGPD

Brief Description of Event and proposed Street Use: Wrigley Dr. Closed from
Center St. to intersection by Harbor Side Cafe, Center St.

All parking stalls on West side up to Chicago Pizza Co. and
parking lot on West side.

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: PD - traffic control / parking closures
Fire/ems - Fire works lighting - Streets - Closing streets

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

YES NO
delivering picnic tables and garbage cans to fair

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.

Brian Olsen
SIGNATURE OF APPLICANT

2/18/11
DATE

For Office Use Only

Date Filed with Clerk: 2-18-11

Forwarded to Police Chief: 2-18-11

Recommendation: [Signature] 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

Date: 2/25/2011

Time: 10:35 AM

Page: 1

Operator's Regular

<u>License No</u>	<u>Customer</u>	<u>Address</u>	<u>Total</u>
2010 274	Adam J. Mayster Employer: Medusa Grill & Bistro, LLC	501½ Broad Street Gregory Anagnos	Lake Geneva, WI 53147 25.00
2010 275	Amanda L. Soto Employer: Bella Vista Suites Hotel	207 N. Broad St., Apt. 3 Attention: Tom Hyslop	Elkhorn, WI 53121 335 Wrigley Dr. Lake Geneva, WI 53147 25.00
Operator's Regular		Count: 2	Totals for this Type: 50.00

City of Lake Geneva, WI

626 Geneva Street

Lake Geneva, WI, 53147

REQUEST FOR PROPOSAL MULTI-SPACE PARKING PAY STATIONS

RFP Coordinator	Dennis Jordan – djordan@cityoflakegeneva.com
RFP Issue Date	February 8 th , 2011
RFP Due Date	March 4 th , 2011
Questions Due	February 16 th , 2011
Responses Due	February 23 rd , 2011

GENERAL

The City of Lake Geneva manages approximately 937 parking spaces consisting of a combination of surface lot and on-street parking. Of these parking spaces, approximately 937 are single metered parking. Based on pre-determined locations as set out by the staff of the City of Lake Geneva, 74 multi-space units are requested at this time, however, the City reserves the right to change the quantity.

3 bound copies of RFP response due at City Hall office above no later than 11:00am CST February 28th, 2011. Any responses received after this date will not be considered.

Requests for clarification or additional information should be made by e-mail to the RFP Coordinator Dennis Jordan. Responses to all requests will be supplied to all potential proposers. All requests must be made by e-mail by February 9th, 2011 at 5pm local time. Requests received after that deadline will not be answered.

SCOPE OF SERVICES

The City of Lake Geneva is looking to convert and consolidate designated parking from single meter parking to multi-space meter parking with the capability of coin and bill acceptor, credit/smart card reader. This system must have the ability to be managed and monitored remotely and be capable of operating in a Pay-and-Display, Pay-by-Space or Pay-by-License Plate mode without any hardware changes to move from one payment scheme to another. This system must also be capable of adding or removing payment types without any hardware changes beyond the actual payment components and support systems.

As part of this proposal, the respondent must be able to demonstrate and provide on-site support, training, installation, and extended warranty options.

Pay stations must be quoted with coin, bill and credit cards payment modes, with AC power and Ethernet capabilities. Please show upgrade costs for Solar pay stations, and wireless

communication. The City of Lake Geneva reserves the right to change the payment modes prior to submission of order.

TECHNICAL SPECIFICATIONS

Please indicate your compliance or non-compliance with the following technical specifications:

I. Hardware

1. Cabinet and Pedestal

- Cabinet must be minimum 12-gauge cold rolled steel. Stainless steel must be quoted as an option.
- Pedestal must be minimum 12-gauge steel with four locations for anchor bolt fasteners. Anchor bolts cannot be exposed outside the pedestal.
- Surface finish must be a powder-coating paint that is electro statically charged and baked on.
- Unit must be available in a variety of colors and with the option for customized decals.
- In general, the cabinet must have an aesthetically pleasing design that is easily recognizable as parking related.

2. Physical Security and Lock

- The main access door must be tamper-resistant with multiple locking points.
- No locks can be exposed beyond the flush mount of the cabinet.
- Locks must have programmable keys.
- Pay station must have vibration and shock sensing audible alarms.
- Cash Status, Audit Report, Stall Reports, and Revenue Reports must all be printable at the pay station without opening the cabinet door; password protection to reports is mandatory.

3. LCD Display

- The unit must have a color LCD screen, which is easy to read in various lighting conditions.
- All instructions and rates are to be provided through the LCD display, eliminating the need for external signage. Describe the cost to effecting rate changes.
- The screen must be recessed and protected by a Lexan cover.
- The screen must be vandal-resistant, weatherproof, and corrosion-resistant.
- The screen must be modular and easily unplugged and replaced with basic tools for easy servicing.
- For increased contrast, the screen must display dark lettering on light background, or light lettering on dark background. These contrast settings must be selectable and allow for automatic changing from one to the other and back at predetermined times during the day.
- The LCD must have the ability to display at least five menu or rate options simultaneously.

- The LCD must be able to display a color graphic and/or photograph or message for a user-defined amount of time when the pay station is turned on.
- All prompts on the pay station must be user configurable.

4. Keypad

- If pay-by-space, the unit must have a numeric keypad. If pay[by-license, the unit must have an alpha-numeric keypad.
- When a key is pressed, an audible indication must be given to provide feedback to the parker.
- The keypad must be vandal-resistant, weatherproof, and corrosion-resistant.
- The keypad must be modular and be easily unplugged and removed with basic tools for easy servicing.
- The keypad will be used to turn the pay station on when it is in sleep mode.

5. Receipt/Ticket Cup

- The receipt/ticket cup must be protected by a sliding door.

6. Coin Slot

- Coin slot shall accept all U.S. coins through a single slot.

7. Coin Acceptor

- Must be capable of accepting quarters and dollars (both Susan B. Anthony and Sacagawea).
- All excess coins are to be channeled to a coin compartment for subsequent removal.
- Must reject fraudulent and foreign coins immediately through a coin return cup.
- Must be modular construction to allow for easy removal with basic tools.

8. Coin Compartment

- All denominations of coins must be held in a double-locked metal coin canister.
- The metal coin canister must be secure when removed, and must have a minimum capacity of 900 coins.
- A key is required to remove the metal coin canister from inside the pay station and a separate key is required to open the metal coin canister.
- Maintenance personnel without keys must not be able to remove the metal coin canister.

9. Bill Acceptor

- The bill acceptor must electronically accept \$1. and \$5. bills or any combination thereof. The ability to determine what bills are accepted must be configurable in the back-office software and loaded onto the pay station manually or remotely through a wireless connection.
- The bill acceptor must be four-way and accept bills in any direction (face up or face down).
- The bill acceptor must have an acceptance rate of 98 percent for street quality bills. All rejected bills must be returned.
- The bill acceptor must be programmable on site for any new bank notes issued by the U.S. Mint.
- The bill acceptor must be modular and be easily unplugged and removed with basic tools for easy servicing.
- Maintenance personnel must be able to clear bill jams without the use of special tools and without accessing the bill storage compartment within five seconds of opening the pay station.

10. Bill Stacker

- All denominations of bills must be held in their own metal vault.
- The bill stacker must support a 1,000-note stacker.
- The bill stacker vault must be a self-sustaining lockable unit. A key is required to open the unit after it is removed from the bill acceptor.
- The bill stacker must be modular and be easily unplugged and removed with basic tools for easy servicing.

11. Credit Card Reader and Operation

- The credit card (CC) reader must be flush-mounted with no part of the reader protruding outside the cabinet.
- The CC reader must only partially ingest the card thereby affording the parker control of the card at all times.
- The CC reader must accept and process Visa, MasterCard, Amex, Diner's Card, Discover or any combination thereof, and must be configurable via back-office software.
- The CC reader must be modular and be easily unplugged and removed with basic tools for easy servicing.
- The CC reader must read Tracks 1, 2, and 3 of all magnetic stripe cards conforming to ISO 7810 and 7811.
- The CC reader must read and write to chip-based smart cards conforming to ISO 7810 and 7816.
- The CC reader must be able to read and write to Parcsmart (PXT Payments) and/or POM chip-based cards.

12. Transaction Process

- Bidder-supplied software should provide management control and reporting of credit card process via Internet.
- System should allow both offline batch credit card processing and online real-time credit card processing.
- There should be a simple, one-step process to automatically transfer credit card data to the clearinghouse. No duplicate checks or transfer of data between files or spreadsheets should be required.
- The system must process and reconcile transactions with a PCI compliant credit card processor or gateway.
- The pay station must be PA-DSS validated.
- Credit card/smart card transactions that are declined should automatically populate a file of bad credit cards/smart cards to prevent future acceptance of bad credit cards/smart cards.
- Pay station must be capable of being used as a smart card reload station with the ability to check card balances.
- Bidder-supplied management software should allow for manual entry of cards into a bad credit card/smart card file. Bad credit cards/smart cards should be prevented from use in any payment machine in the network.
- Bidders supplying parking equipment to the City of Lake Geneva must meet the Payment Card Industry (PCI) Compliance standards as Service Provider and Payment Application Data Security Standards (PA-DSS) for all hardware and software proposed. All bidders must provide a letter from a Qualified Payment Application Security Professional (QPASP) or Visa confirming the successful completion of meeting the latest standards. Bidders must also appear on the Visa Web site to be current for both compliant Service Providers and validated Application Vendors. The provision of voluntary security scan reports and self questionnaires as proof of compliance will not be acceptable. More details on these standards may be found at www.pcisecuritystandards.org.

13. Printer

- The printer must be a high quality thermal printer with a simple paper path and a reliable cutting edge.
- The paper roll must easily be removed and replaced in less than 60 seconds.
- The printer must be modular and be easily unplugged and removed with basic tools for easy servicing.
- Payment machine should allow report and receipt printing in the field. Payment machine should have capacity of producing at least 2,500 tickets/reports prior to replacing a print roll.

14. Receipt Paper

- The receipt paper must have the capability to be pre-printed with customized messages on the back and logo watermarks on the front of the receipt.

- The tickets must be heat-, fade-, and curl-resistant, and must be capable of being left on a vehicle dashboard for extended periods of time.
- Paper must be 100 percent recyclable.

15. Power Operation and Recharging System

- The pay station must operate on battery power with either an AC or solar recharging system for the batteries.
- If a solar panel is provided, the solar panel must be able to rotate 360 degrees to enable the solar panel to be moved to maximize its exposure to direct sunlight.
- The battery must be a minimum of a 12V 35Ah, sealed gel-cell.
- A battery voltage check system must be integrated into the pay station cabinet and the voltage of the battery must be determined in less than five seconds either by accessing the pay station or by reviewing real-time updates over the Internet.
- The battery storage area must allow the battery to be removed and replaced in less than 60 seconds for servicing.
- Describe the pay station's unique power management capabilities.

16. Electrical and Electronic Components

- All major components must be modular and be easily unplugged and removed with basic tools for easy servicing.
- All electronic connection plugs must be physically differentiated and must only fit one way.

17. Temperature Specifications

- -40° F to + 140° F (-40° C to +60° C) in AC operated environments with an optional heater; -4° F to + 140° F (-20° C to +60° C) in non-AC environments; up to 85% relative humidity (non-condensing).
- Pay stations must provide option for heater that can operate on AC power for environmental conditions outside of this temperature range.

18. CPU/Black Box

- The CPU must be specifically designed for operation with the pay station.
- The CPU must be custom designed, built, and supported by the manufacturer.
- The CPU must contain Flash memory that can record a minimum of 10,000 transactions to allow data to be preserved when power has been removed.
- The CPU must not require a battery backup to preserve memory.
- The CPU must be modular and be easily unplugged and removed with basic tools for easy servicing.
- The pay station must have a bad card maintenance list that can store up to 16,000 card numbers for offline processing.

- To enable seamless additional application integration, the pay station operating system must be Microsoft Windows CE-based or another non-proprietary-based operating system.
- The pay station must be able to automatically adjust its internal clock for Daylight Savings Time changes.
- The pay station must be able to be configurable to support multiple languages.

19. Online Communication

- The pay station must be able to support direct Ethernet connection without any additional hardware.
- For wireless communication, an optional choice of GSM/CDMA modem and Wi-Fi (802.11b/g) modem must be available.
- Central server system and the bidder's proposed pay stations must be able to work with the latest technologies in metro Wi-Fi technology.
- All quoted communications options must be backed with a reference of a proven existing field installation where the communication method has been shown to be reliable.

II. Software

1. Payment Options

- The pay station must support the following payment options:
 - **U.S. bills:** The denominations accepted must be configurable for each pay station.
 - **U.S. coins:** The denomination accepted must be configurable for each pay station.
 - **Credit cards:** Type of credit cards accepted must be configurable for each pay station.
 - **Smart cards:** Must be configurable for each pay station:
 - Parcxmart (PXT Payments) and/or POM chip-based smart cards
 - **Magnetic stripe-based value cards:**
 - Blackboard, TotalCard, Nuvision
 - **Cell phone payment:** The solution must have an option of paying for parking with cell phone in a Pay-by-Space deployment.
- The pay station may have the ability to allow for adding time to the existing time purchased in either Pay-by-Space or Pay-and-Display or Pay-by-License deployment. For Pay-by-Space and Pay-and-Display deployment, a PIN number printed on the ticket must be entered when adding time to ensure that only the original parker can add time.
- The parker may be able to pay for any space from any pay station provided the pay stations are online (communicating to the central server).

2. Pay-by-Phone Integration

- The solution may have an option to pay for parking with a cell phone in a Pay-by-Space or Pay-by-License Plate deployment. Bidder must identify which Pay-by-Phone partner it integrates with and the integration capabilities that such a partnership brings.
- If the initial payment was made at the pay station, the parker may have the ability to add time through the cell phone.
- If the initial payment was made through the cell phone, the parker may be able to have the ability to add time at the pay station.
- If payment was made through the cell phone, the system may be able to notify the parker through the cell phone prior to expiration of the parking time.
- For enforcement purposes, the enforcement officer may be able to print a report at a pay station for valid spaces paid for regardless if they were paid for at the pay station or by cell phone.

3. Pay-by-License Plate

- The Pay-by-License Plate system proposed by the bidder shall fully integrate with the supplied License Plate Recognition (LPR) enforcement system. Please provide details of LPR enforcement integration partners.
- The pay station system back-end shall be able to accept Pay-by-Phone payments and provide the information to the LPR enforcement system.
- The parking equipment shall be capable of transferring data in real-time between the pay stations, the central server system, and the LPR enforcement system.
- The pay station shall support license plate entry through an alphanumeric keypad.
- The bidder must list all aspects of the management modules available to monitor finance, maintenance, operation and administration of a Pay-by-License Plate system with the central server system.

4. Enforcement

- At the pay station, the enforcement officer may be able to:
 - Generate Valid Stall reports within the entered stall range regardless of how (pay station or cell phone) and at which machine the spaces were paid for. The report must clearly display the expiration time for each valid space.
 - Generate an Expired Stall report within entered stall range which clearly displays the spaces that have not been paid.
- The City of Lake Geneva has a goal of integrating Pay-by-Space or Pay-by-License Plate data at the pay station with the City of Lake Geneva selected enforcement system for consolidated reporting purposes. The bidder should identify at least one option where this integration capability can be provided today as well as additional options that might be available in future.

- The central server system must be able to integrate with one or more of the leading mobile enforcement providers for real-time stall information. The bidder must outline all potential partners where integration exists today.

5. Management Software Capabilities

The management software must have the following capabilities:

- Ability to set up unlimited amount of pay stations at unlimited amount of lots (depending only on available computer memory).
- Password access at the pay station for collection and service personnel.
- The ability to set sleep timer mode for the pay station.
- The ability to configure the pay station to operate in Pay-by-Space (with a maximum of 99,999 stalls), Pay-and-Display, and/or Pay-by-License Plate environments.
- Enable/disable additional time to be added to paid stalls.
- Ability to configure credit cards that will be accepted.
- Ability to configure smart cards that will be accepted.
- Ability to configure magnetic stripe-based value cards that will be accepted.
- Ability to restrict payment types on a rate-by-rate basis.
- Enable online “real-time” credit card authorization (with Ethernet connection or modem option).
- Enable a “Store and Forward” mechanism to process credit cards that are accepted when online communications have been disrupted.
- Enable/disable issuance of printed refund slip.
- Enable/disable issuance of refund slip for cancelled payment.
- Allow a four-line custom message on introduction LCD screen.
- Allow for a color BMP image to be displayed on the pay station LCD screen.
- Allow a four-line custom message on exit screen.
- Allow a four-line custom message on receipt header.
- Allow a four-line custom message on receipt footer.
- Allow a four-line custom message on refund receipt.
- Allow configuration of special stalls (in Pay-by-Space mode) for exclusion from transient parking on specified days and times.
- Allow for the remote upload of all rate and configuration parameters to the pay station via the central server at no charge as many times as the operator wishes.
- Have the capability to allow City residents to receive two hours of free parking.

6. Standard Rate Capabilities

Please confirm that the equipment provided can address the following rates desired by the City of Lake Geneva:

Standard rate capabilities must include:

- Rates by the minute, hour, day, week, and month.
- Special event pricing.
- Different values can be assigned to different hourly increments (for example, first hour at \$2.00; each additional hour thereafter at \$1.00).
- Progressive, regressive, flat, evening, and early bird rates.
- Programmable minimum and maximum time periods.
- Ability to preset special rate structures up to a year in advance.
- One-step uploads of bad credit card/smart card file.
- Incremental rates with minimum increment being five minutes.
- Ability to set a minimum credit card value for incremental rates.
- Ability to provide monthly passes.
- Rate descriptions must be user configurable up to 20 characters in length.
- The pay station must be able to display rates and instructions in multiple languages.
- Rates must have the option to add up to two tax rates to the transaction price and these taxes must be itemized on the receipt and on management reports.

7. Management Reports

- Bidder should provide samples of all reports to allow for evaluation of reporting features.
- The pay station must issue a report from the printer with the following information:
 - Machine serial number
 - Date and time of collection
 - Date and time of previous collection
 - Total amount of money in the collection
 - Total amount of bills by denomination
 - Total amount in coins
 - Total amount of credit card payments by credit card type
 - Total number of tickets issued
 - Total amount of refunds issued
 - Total amount of change issued
 - Pay station firmware version
 - Stall reports showing valid stalls, unpaid stalls, or paid since last stall report
- The pay station must issue a report with the history of the machine with the following information:
 - Audit details:
 - Date of the transactions with “from” and “to” parameters
 - Total deposits
 - Overpayments
 - Total transactions
 - First transaction number

- Last transaction number
- Revenue detail must have the capability of providing the following information at the pay station:
 - Today's total
 - Last 24 hours total
 - Yesterday's total
 - This month's total
 - Last month's total
 - This year's total
 - Last year's total
 - 3rd year back
 - 4th year back
 - 5th year back
 - History total since commissioning of pay station
- In the back-office software, reports must be able to be generated based on the following parameters:
 - Transaction Date
 - Transaction Time
 - Payment Method
 - Rate
 - Pay Station Number
 - Credit card type

8. Remote Management

The City of Lake Geneva would like the bidder to host remote management options. The capabilities provided through remote management must include the following:

a) Real-Time Reporting/Pay Station Configuration

Real-time reporting:

- The pay station must provide as an option the ability to generate all of the reports as listed under "Reports" above through any computer with an Internet connection using up-to-date real-time information.

Remote pay station configuration:

- The solution must allow for changes in the rate structure remotely from the office provided the pay stations are online.
- The solution must allow for other changes listed under "Management Software Capabilities" to be configured from a remote PC and capable of being uploaded to the pay station in real-time (with a maximum upload delay of five minutes) provided the pay station is online.

b) Real-Time Monitoring/Intelligent Dispatch

The pay station must provide as an option the ability to monitor at a minimum the following parts and systems and communicate any malfunctions or supply requirements through e-mail or cell phone:

Critical alarms:

- Alarm on
- Shutdown due to low battery power
- Shock from being bumped, tilted, or shaken

Major alarms:

- Coin jam
- Bill acceptor jam
- Bill acceptor unable to stack
- Battery voltage low
- Printer paper low
- Printer lever disengaged
- Printer paper out

The alarms must be transmitted within 10 seconds of the event occurring at the pay station.

Monitoring:

Items without alarms that may be monitored on a secure Internet connection include:

- Number of coins
- Number of bills
- Battery voltage levels
- Solar charging condition – charging/not charging
- Pay station temperature level
- Pay station humidity levels

c) Real-Time Credit Card Authorization

- The pay station must provide as an option to have credit cards processed in real-time.
- The unique authorization number received from the credit card clearinghouse must be clearly displayed on the receipt.
- The authorization number must be available in the back-office software to be used as criteria for credit card transaction searches.
- The pay station must be configurable to accept or not accept credit card payment in the event that the communication to the pay station becomes temporarily unavailable.
- Assuming adequate communication signals are in place, real-time credit card authorization must be completed within three seconds typically, and within 10 seconds maximum.
- For online credit card transactions, batch processing of the credit cards at the end of the day is not acceptable.
- The back-end system must allow partial and full refunds of credit card transactions.

d.) Configuration Software Must:

- Enable manual updates and retrieval of information from each pay station using a portable device such as a USB key.
- Download all configuration and rate table settings.
- Upload all transactional data from the pay station.
- The process to download/upload transactions must be easily done by on-site personnel.
- Bidder should demonstrate adequate security of data through password protection and layered levels of privileges.

9. Future Capabilities

The identification of features that will be available after the equipment is deployed may also be mentioned, but descriptions should clearly state when features will be available for deployment and any hardware upgrades associated with such upgrades.

TRAINING AND SUPPORT

Bidder shall provide training on an individual location basis or in a group setting as approved by the City of Lake Geneva. The bidder shall provide additional training, if needed or as requested at prevailing rates throughout the length of the contract. Additional training shall be determined by the City of Lake Geneva's need and provided based on practicality and reasonableness.

Bidder shall provide a training program for technicians and staff responsible for:

- Installation, startup, and maintenance of the units.
- Coin collection.
- Programming rates, valid parking times, etc., through the management software.
- Monitoring the equipment.
- Data file collection, credit card file downloading, system monitoring and auditing, setup and maintenance of user account passwords, etc.
- Bidder shall provide a thorough outline of the training content and provide a training schedule for both software and hardware. The schedule shall include periodic refresher training (continuing education), including, but not limited to, emphasis on particular areas of the City of Lake Geneva's choice and upgrades of software and/or hardware.
- The successful bidder shall provide a minimum of 16 hours of training at a designated City of Lake Geneva facility for each City of Lake Geneva technician to develop expertise in the maintenance and repair of their product, including, but not limited to:
 - a. Installation
 - b. Maintenance
 - c. Troubleshooting repairs

- d. Operations – programming, inventory, and collections
 - 3 copies of operating manual in English for installation, maintenance, and use (complete with wiring diagrams and specifications) are to be provided at the time the units are delivered.

AFTER SALES SUPPORT

The bidder must provide access to 24/7 telephone support. The bidder must also outline what support options are made available with regard to online knowledge databases.

The bidder must be able to prove they are within a 60 minute driving distance to the City of Lake Geneva in the event that on-site support is required. On-site support must be available within the first year at no extra cost for situations that cannot be addressed over the phone.

The bidder must be able to prove that they have installed and serviced over 250 pay stations in surrounding areas.

REFERENCES

Bidder must supply at least 3 references using the product proposed. References should focus on clients with similar climates and applications. Information shall consist of name and address, contact name, phone number, and how long equipment has been in operation.

PRICING

Bidder must identify, itemize, and price every component or sub-system required for payment machines to perform satisfactorily as a fully functioning system. Any software, hardware, cabling, communications connections, printer, paper, batteries, ribbons, lubricants, adapters or other item required for proper operation as a working network of machines must be offered during submittal.

Bidder should identify and price any components that are recommended as “spare” or stocking repair parts or supplies to provide timely repairs for broken equipment. Bidder must identify an authorized provider for installation, repairs, service, and warranty.

WARRANTY

The bidder guarantees for a period of a minimum of one (1) year from the date of shipment to repair and/or replace any part or modular component determined to be defective in material or workmanship under normal use and service at no additional cost.

Extended warranty options must be made available and outlined within this proposal.

EMERGENCY SERVICES AGREEMENT
BETWEEN TOWN OF GENEVA
AND CITY OF LAKE GENEVA

WHEREAS, the Town of Geneva, without its own Fire services department, finds it necessary to contract with other municipal entities, including the City of Lake Geneva Fire Department (LGF), to provide these services to Town of Geneva citizens and property, together with those traveling in or through the Town of Geneva; and

WHEREAS, the parties deem it to be in the best interests of the Town of Geneva and the City of Lake Geneva to maximize fire protection, by entering into an agreement regarding providing such services; and

WHEREAS Section 66.0301, Stats, allows municipalities to contract with other municipalities for the receipt or furnishing of services required or authorized by law;

NOW, THEREFORE, the Town of Geneva, Wisconsin, and the City of Lake Geneva, Wisconsin, hereby agree as follows:

1. Term. Except as otherwise provided herein, the term of this agreement shall be from January 1, 2011 to December 31, 2012.
2. Coverage. The area to which the City of Lake Geneva shall provide services as described herein to the Town of Geneva is described in more detail in a map attached to this agreement as Exhibit 1, and incorporated herein by reference.
3. Services to be provided. The City of Lake Geneva, Walworth County, Wisconsin, shall provide fire protection, utilizing City of Lake Geneva equipment and personnel pursuant to the contract herein. Services provided herein shall include, but not be limited to, responding on behalf of the Town of Geneva to fires, fire protection calls, fire inspections, and similar services.
4. Compensation.
 - A. General annual retainer fee. The general annual retainer fee shall be \$20,000 per year. Payment of this fee shall be in one lump sum, in full, in the first quarter of a new calendar year.

B. Fire response fee. There will be an additional \$1,000 per fire response fee. For the purposes of this agreement, one fire response as stated herein, shall be defined as an emergency call that the LGFD is dispatched out to respond, regardless of the number of LGFD vehicles, and regardless of the duration of any such response. Dispatches shall be by the Walworth County Dispatch, direct calls to the LGFD or Lake Geneva Police Department or by similar procedures to summon a response. The initial response shall be such equipment that are required according to LGFD protocol or by the standard operating procedures of the LGFD. If excess equipment or personnel arrive, as determined by the incident commander, any such excess equipment or personnel shall be returned to the City of Lake Geneva or made available as soon as possible to respond to other incidents. On those occasions when the LGFD is called on a simultaneous dispatch with the Elkhorn Area Fire Department, the response fee stated herein shall be payable. If LGFD responds outside the LGFD territory shown on Exhibit 1 and no other department responds, then LGFD shall be paid the Fire Response Fee. It is understood and agreed that on all responses by the LGFD in the LGFD territory described in Exhibit 1, LGFD shall be the incident commander. It shall also be the incident commander in all responses wherein no other fire department responds. The Town of Geneva shall not be liable for any fire response fee herein, for any response whose response location is outside the service area in Exhibit 1, from a call to the Lake Geneva Fire Department or Lake Geneva Police Department directly. The Town of Geneva understands and agrees that any such calls from outside the service area in Exhibit 1 shall be "hot keyed" to Walworth County dispatch and the City of Lake Geneva, the Lake Geneva Fire Department and the Lake Geneva Police Department shall not be responsible or liable for any delays in response by following such procedure, and shall have no obligation to respond directly to any such calls from residents located in areas from outside the service area in Exhibit 1.

C. "False" Alarms. If LGFD is dispatched to respond to a call that is subsequently determined to be a "false alarm," as defined herein, the above response fee shall be reduced to \$500, as opposed to \$1,000. A "false alarm" shall be defined as an act of God that causes an automated alarm system to activate erroneously, resulting in a dispatch of the LGFD to the Town. Lightning strikes, severe storms, and faulty alarm systems, together with unfounded calls into the 9-1-1 system, which cause the LGFD to respond to what are ultimately determined to be non-emergency situations, shall also be recognized as false alarms. The reduced rate of \$500 per response shall also apply to "cooking smoke" alarms, such as burned food causing a home fire

system to activate and to cause a fire call response to the location. All dispatched fire equipment and personnel shall continue to the location of the dispatch or alarm until it is verified by the incident commander that the alarm is non-emergency in nature. A telephone call by an alarm company or a homeowner shall not be recognized by the LGFD to constitute sufficient grounds to cease an emergency response.

D. Fire Inspections. The LGFD shall conduct fire inspections semi-annually for all public businesses located in the LGFD service territory for the Town as shown on exhibit 1.

Inspections shall be conducted under Comm. 14 Wis. Admin. Code, employing the NFPA 1 standards. LGFD shall bill the town an annual \$4,500, to be paid quarterly as compensation for these inspections. Any violations which are not corrected as directed by the Fire Inspector shall be reported to the Town of Geneva Building Inspector, who shall report said violations to the Town of Geneva Police Department for the issuance of a citation and prosecution in the Municipal Court. The Fire Inspector shall cooperate as necessary to prosecute such violations, as part of the fee herein.

E. Ambulance Transports. The LGFD shall be the back up responder to Paratech for all ambulance calls in the LGFD territory shown on Exhibit 1. The LGFD shall have the right to bill the end user or receiver of any ambulance transport or emergency services, including any applicable response fees shown on the attached Exhibit 2.

F. Dispatch. The Town of Geneva acknowledges and agrees that all calls directly to the Lake Geneva Police Department or LGFD will be handled in the following manner: The Police Department or LGFD will dispatch its own equipment and personnel according to their internal protocol. The call will then be forwarded to the Walworth County dispatch for handling. It is explicitly understood that LGFD and Lake Geneva Police Department shall not be responsible for dispatching Paratech in such instances.

5. Insurance Coverage. The LGFD shall be an independent contractor for the Town of Geneva for these services. LGFD shall maintain liability, errors and omissions and motor vehicle collision, workman's compensation, and liability coverage for all LGFD personnel performing services pursuant to this agreement, and shall indemnify and hold harmless the Town of Geneva for any and all services performed under or pursuant to this contract. LGFD personnel shall be compensated by the City of Lake Geneva, without contribution from the Town of Geneva, other than as provided herein. Nevertheless, the Town of Geneva agrees and understands that the LGFD is a municipal body for the purposes of sec. 893.80, Wis. Stats., and for the purposes of any municipal immunities available to municipal fire departments in the State of Wisconsin.

6. Opt Out. The parties to this agreement may terminate this agreement prior to the final date to the term stated herein, after one year from the date both parties approve this agreement, as follows. At least six months prior to the date of termination of this agreement, the party terminating this contract shall deliver to the municipal offices for the other participant to this contract, a written notice terminating this agreement. Termination herein may be made with or without good cause. The 6-month notice of termination shall be intended to provide adequate notice to the parties to make other safety arrangements for their citizens and constituents, and/or to make other financial and other arrangements as necessary to effectuate the best interests of each respective municipality. If either party elects to opt out of this agreement as provided herein, such election shall be effective at the end of a calendar month. If this agreement is terminated during a calendar year, any unused portion of the \$20,000 general annual retainer fee, broken down by months, for which service has been opted out, shall be reimbursed to the Town of Geneva, within sixty days of the termination of this agreement.

7. Monthly Activity Reports. The LGFD Fire Chief shall provide a written summary of all activities performed pursuant to this contract to the Town of Geneva at the monthly meeting at the City of Lake Geneva Police and Fire commission. Said report shall include a listing and identification of all fire calls, EMS calls, "false" alarms, and fire inspection calls, together with any other work performed herein.

8. Payment Procedures. The City of Lake Geneva shall provide a bill to the Town of Geneva on a quarterly basis (March, June, September and December of each year herein) for all fees then due. The annual retainer of \$20,000 shall be billed to the Town in the first quarter. The Town shall make payment pursuant to any quarterly bill within 30 days thereafter.

9. Arbitration of Differences. If the parties have a disagreement regarding the implementation or interpretation of any aspect of this agreement, either party may elect to arbitrate said differences, using the arbitration procedures of Chapter 788, Wis. Stats. However, rather than use a panel of three arbitrators, the parties, if they agree, may jointly select a single arbitrator to decide the dispute. Each party shall pay their own attorney fees and costs related to said arbitration, but costs for the arbitrator and court reporter shall be divided equally between the parties. Specific procedures regarding preparation and conduct for arbitration proceedings shall be determined by the parties, or as ordered by the arbitrator. Any right to seek relief in a court of record, shall be governed pursuant to the provisions of Ch. 788, Wis. Stats.

IN WITNESS WHEREOF, the undersigned having lawful authority from their respective municipalities have set their hand and seal on the dates set forth below.

Date Dan Lauderdale,
Town of Geneva Chairman and
Authorized Representative of
The Town of Geneva, Walworth County, WI

Date James Connors,
Mayor and Authorized Representative of
The City of Lake Geneva,
Walworth County, Wisconsin

Approved by: _____
Date Scott Storms, President
City of Lake Geneva Police
And Fire Commission

-----PROPOSAL-----

Renaissance Roofing

N C O R P O R A T E D

Tile & Slate Roof Systems

www.claytileroof.com

1-800-699-5695

BELVIDERE/CHICAGO OFFICE
P.O. Box 5024 Rockford, IL 61125-0024
2231 Hawkey Dr., Belvidere, IL 61008
815/547-1725 Fax 815/547-1425

ST. LOUIS OFFICE
2306 Lemp Ave.
St. Louis, MO. 63104
314/772-6222 Fax 314/772-6224

February 16, 2011

Daniel S. Winkler, P.E.
City of Lake Geneva
Director, Public Works & Utilities
361 Main Street
Lake Geneva, WI 53147

Job site: Riviera Building
810 Wrigley Drive
Lake Geneva, WI 53147

O) 262-248-2311 Cell) 262-903-5524 Fax) 262-248-0589

RE: CLIENT CARE CLUB: SPRING 2011 ROOF MAINTENANCE PROGRAM

We hereby propose to do the following roof maintenance on your clay tile roof at the Riviera Building located at the job site address above:

Roof Maintenance

- A) Provide safe work environment.
- B) Perform full evaluation of entire roof.
- C) Replace all missing or damaged field tiles, as needed.
- D) Clean up and remove all debris created by our work from the job site.

E) CAULK AS REQUIRED INCLUDING FLASHINGS.

*The above work to be completed for the total investment of \$ 2,200.00 and payable as follows:

F.) SEAL OR REPLACE UP TO 4 STATIC ROOF VENTS AS NEEDED.

\$ 1,100.00 initial deposit payable upon acceptance of this proposal

\$ 1,100.00 installment payable upon 100% completion of work

*Acceptance Total Investment (\$ 2,200.00) _____

(Credit cards accepted (VISA/MC), a 4% convenience fee applies.)

(Signature Required)

Date: _____

Investment amount(s) are valid for thirty (30) days from the date of the proposal.

Document - R11-007

-----PROPOSAL-----

General Terms and Conditions

By accepting this proposal, owner agrees to accept any and all financial responsibility for all necessary permits and fees, directly associated with the proposed work, as required by the local municipalities.

All proposed adjustments or additional work that was not included in the original proposal will be completed on a change order form indicating additional cost, labor, and materials. This is to be signed by the sales person/operations manager and customer.

NOTICE: Moisture that has entered into the building prior to our installation or repair of the roofing system may result in mold growth. We disclaim any and all responsibility for damages to person or property arising from or relating to the presence of mold in the building. By executing the contract, Owner 1) releases us from any and all claims Owner and Owner's (a) family members, (b) employees, (c) tenants or (d) any other building occupants may have as a result of such mold growth and 2) agrees to defend, indemnify and hold us harmless from any and all penalties, actions, liabilities, costs, expenses and damages arising from or relating to the presence of mold in Owner's building.

If Renaissance Roofing, Inc. ("company") is not paid according to proposal terms, it is agreed that the account is considered delinquent and will be charged 1.5% of the unpaid proposal price per 28 days including the costs of collection and handling late payments, shall be due on the 30th day, and each 30th day thereafter, from the time payment is due. If this company brings action to collect any amounts owed by you to this company, this company shall be entitled to recover reasonable attorneys' fees, court costs and other collection costs from you, IN ADDITION to any other relief to which this company shall be entitled.

*Acceptance _____
(Signature Required)

Date: _____

Renaissance Roofing, Inc will issue its' standard 5-year written warranty that the workmanship performed on the parts that are warrantable to remain free of defects in workmanship. This warranty will be issued only when the work is completed and all payments by the owner are made in full as per the proposal.

Respectfully submitted,



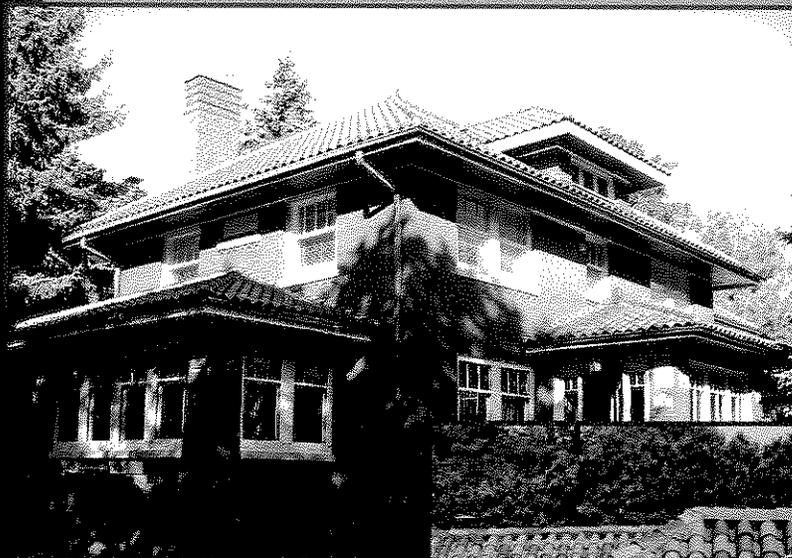
Jeffrey A. Kassel
Operations Manager

Investment amount(s) are valid for thirty (30) days from the date of the proposal.

Document - R11-007

Client Care Club

Professional Roof Maintenance Program



RENAISSANCE ROOFING, INC.

TILE, SLATE, AND METAL ROOF SPECIALISTS

2231 Hawkey Drive, Belvidere, IL 61008

TEL: 815-547-1725 FAX: 815-547-1425

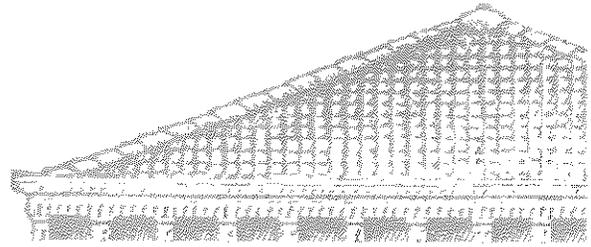
2306 Lemp Avenue, St. Louis, MO 63104

TEL: 314-772-6222 FAX: 314-772-6224

www.ClayTileRoof.com

Client Care Club

Roof Maintenance Program



CLIENT CARE CLUB FEATURES & BENEFITS:

- ☑ **Full Roof Evaluation:** With each visit, we will perform a full evaluation of your entire roof by a qualified and trained roofing professional. We will provide you an evaluation report including current roof condition pictures and recommendations.
- ☑ **Priority Guaranteed Appointment:** When you need help, you'll move to the front of the line and we'll be there to serve you within 48-72 hours of your call.
- ☑ **Priority Scheduling of Work:** We will do everything we can to accommodate your work including re-arranging schedules, if needed, to get your work done as promptly as possible.
- ☑ **Emergency Service Discounts:** You will receive a \$100 discount toward our emergency service fee. We answer our phones 24-hours a day, 7-days a week so that you can reach us any time of day.
- ☑ **Gutter Cleaning:** This includes removal of leaves and other debris. We will also remove debris from behind chimneys, valleys, etc. (up to 250 feet)
- ☑ **Skylight Cleaning:** We will clean the glass of your skylights.
- ☑ **Replacement of up to (5) Field Tiles or Slate:** We will replace up to 5 pieces of broken, missing, or damaged field tiles or slates with each maintenance visit. *Additional charges will apply for additional field tiles/slates needed; hip, ridge, rake, or other trim or decorative tiles or slates replaced; any hard to access areas; rare or hard to obtain tiles or slates. Any additional charges to be pre-approved prior to commencement of work.*
- ☑ **Additional Services:** Snow removal from your roof, extra cleaning, and extra inspections. Call us for pricing and options.

SAMPLE EVALUATION REPORT

Written Report

CLIENT CARE CLUB: ROOF MAINTENANCE PROGRAM

Spring 2010

CLIENT NAME: _____

ADDRESS: _____ ZIP CODE: _____

PHONE: _____

TILE/SLATE TYPE: 16" x 10" and 16" x 12" Vermont Unfading Green slate

Job Site Evaluation

FOREMAN _____

VISIT DATE May xx, 2010 TIME 10:30am-12:00pm

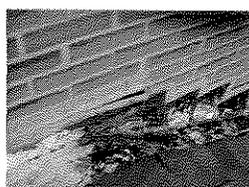
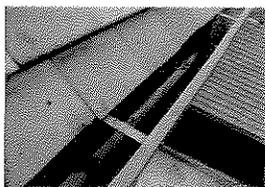
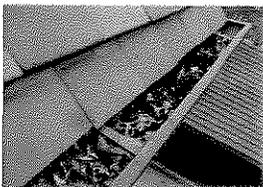
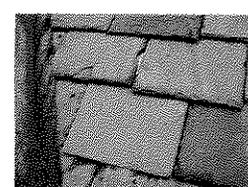
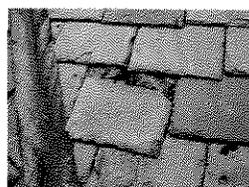
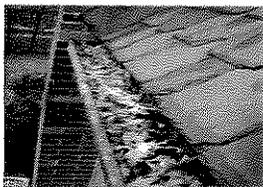
Tile/Slates Replaced: 4 slates replaced (2 on north face of north valley and 2 on northwest side)

Amount of Debris Removed 5-gallon buckets 2 45 gallon trash cans _____

AREAS OF CONCERN

- Cleared all gutters.
- Roof slate is in deteriorated condition.
- Many improperly faced nailed slates.
- Nails are galvanized and rusting away causing some slates to slip.
- East chimney is dramatically leaning and may be unstable.
- Flashings on east chimney in poor condition.
- There are no flashings on sides of west chimney.
- Recommend chimney repair and to replace flashings around chimney if roof is not to be restored in the near future.

Full Color Photos



Before and after pictures of your gutter cleanings to:

- See how much debris is in your gutters and if you should consider additional cleanings each year.
- See the condition of your gutters.
- Peace of mind knowing those hard to see places have been cleaned.

Receive pictures of any areas of concern to see:

- Slates/tiles that need to be or were replaced.
- Damage or worn flashings.
- Critter damage.
- Other areas of concern you may not be able to see from the ground.

A Brief History of Renaissance Roofing, Inc.

With over three decades of experience in the tile and slate roofing industry, Robert Raleigh Jr. established Renaissance Roofing, Inc. in 1992. Along with his son, Robert Raleigh III and James Zipse the company has grown exponentially over this time and as a result has become one of the most well known and highly reputable tile and slate roofing companies in the United States.

Renaissance Roofing, Inc. utilizes only the highest quality of Grade 1 tile and slate roofing materials along with all correlating architectural sheet metal for all of the company's roof system projects. Along with the highest quality of materials, Renaissance Roofing, Inc. also employs highly trained craftsmen and office personnel in order to ensure the highest quality of service, professionalism, and overall knowledge of the tile and slate roofing industry.

Renaissance Roofing, Inc. is a nationally recognized company who conducts roofing projects throughout the United States. Projects typically include high profile restorations such as government projects, universities, churches, and historic structures that demand only the greatest attention to details.

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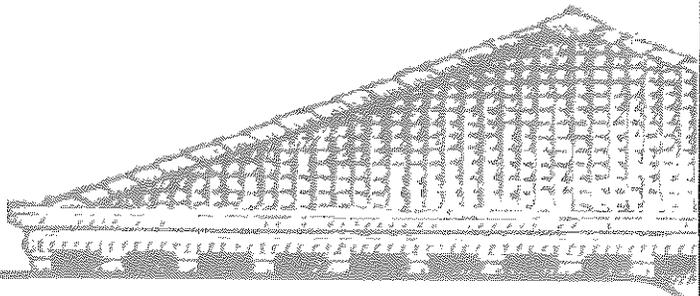
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Thank you for taking the time to learn more about Renaissance Roofing, Inc. and all that it has to offer.



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TEL: 815-547-1725 FAX: 815-547-1425

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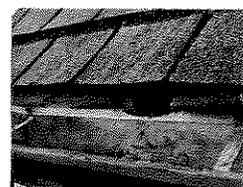
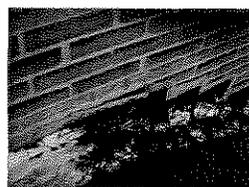
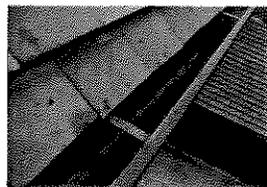
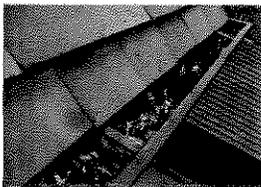
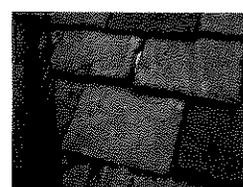
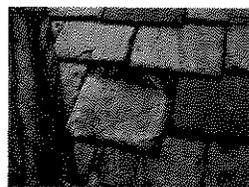
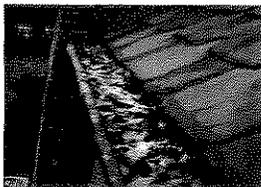
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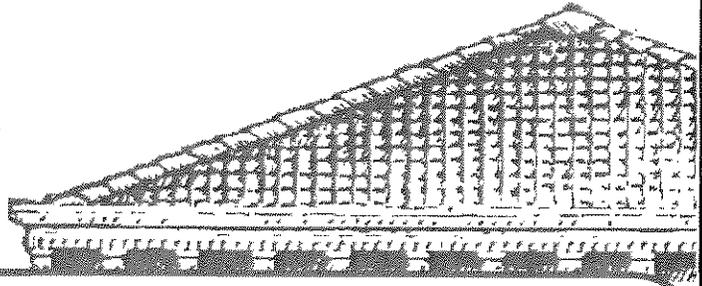
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LAKE GENEVA UTILITY COMMISSION

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: February 24, 2011

MEMORANDUM

TO: Mayor Jim Connors & Members of the Common Council

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

SUBJECT: Riviera Change Order, Fire Alarm System

Background

This memorandum discusses a fire alarm system change order.

Discussion

The Public Works Committee discussed adjustments to the fire alarm system at the Riviera. PWC was presented with various alarm system area coverage options per the attachment. They selected Alternative No. 2, providing all the additional devices on the second floor ballroom level per the Fire Department reviewer's direction, and coverage of the main hallway on the concourse level. Also recommended by PWC is the substitution of tamperproof pull boxes at all 11 alarmed outside exits in lieu of the standard pull box.

Alternative No. 2, including the 11 tamper switches, will result in a net reduction of (\$31.76) to the contract. The other discussed option was Alternative No. 3, to alarm protect all the public spaces on the first floor which would have been an addition to the contract including 13 tamper switches in the amount of \$6,208.00. Both alternatives include the general contractor's add-on or deduction to the contract.

Discussion

It was recommended by PWC to approve Alternative No. 2 in the net savings amount of \$31.76. If the City wishes to expand the alarm system to other areas of the first floor at a later date, the alarm system control panels have the capacity to accommodate the additional devices.

Cc: Dennis Jordan
Jeremy Reale
Scott Tesmer
Cindy Borkhuis
File

Agenda Items:

1. Chair Selection – Riviera Ballroom (Continued from Last Meeting).
2. Proposed Street Light at 421 Elmwood Avenue (Continued from Last Meeting).
3. Fire Protection System Change Order Work-Riviera.
4. Bird City USA Signage Placement.
5. Crime Stopper Signage Placements (Same Locations Proposed as Neighborhood Watch).

Agenda Item No. 1-Banquet Chair Selection – Riviera Ballroom (From Last Meeting)

The Committee looked closely at the two chair samples. The third chair previously discussed had not arrived. DPW Winkler said he would order one in the lighter color for the Committee to review and make a final decision and a recommendation to Council (The chair was actually ordered on 2/18) at its next regular meeting.

Agenda Item No. 2- Proposed Street Light at 421 Elmwood Avenue

Administrator Jordan explained the situation including the fact that a light exists about 150' away. Cost was also discussed. It was determined the issue was a police problem not a lighting problem. It was moved by Ald. Mott to deny the request for a street light. The motion was seconded by Ald. Krohn and passed 3-1 with Ald. Kehoe against.

Agenda Item No. 3- Fire Protection Change Order Work-Riviera.

DPW Winkler explained the proposed change order regarding fire protection for the concourse level at the Riviera. After much discussion, it was moved by Ald. Krohn and seconded by Ald. Kehoe to recommend approval of Alternate #2 (coverage of the main concourse only) to include the tamperproof pull switches. There would be little or no added cost to the project and Mr. Winkler was asked to verify the amount with the contractor. The motion passed 4-0.

(This item needs to go to Finance Committee and Council for consideration)

Agenda Item No. 4- Bird City USA Signage Placement

Administrator Jordan explained we have the two Bird City signs and requested a location for placement. After some discussion, it was moved by Chair Tolar and seconded by Ald. Mott to place the signs somewhere near the Tree City USA signage entering the City for the east and west directions. The motion passed 4-0.

Agenda Item No. 5- Crime Stopper Signage Placements (Same Locations Proposed as Neighborhood Watch).

Placement of the crime stopper signage was discussed. Administrator Jordan suggested 4 spots in conjunction with the neighborhood watch signs. It was believed there are 6 neighborhood watch signs around the City, and by consensus the Committee wanted the signs placed on the same post. They also by consensus left up to the Police Department to decide which 4 signs will get the additional sign.

Scherrer Construction Company, Inc.

P.O. Box 740, Burlington, Wisconsin 53105
 Telephone: (262)539-3100 Fax (262)539-3101

PROPOSED CHANGE ORDER QUOTATION

PCO # 16

Project:	City of Lake Geneva Riviera Building Remodeling	A/E Job No. 1026	
Owner:	Architect:	Date: 2/16/11	
City of Lake Geneva 626 Geneva Street Lake Geneva, WI 53147	McCormack and Etten Architects 400 Broad Street Lake Geneva, WI 53147	Distribution:	
Att: Mr. Dennis Jordan	Att: Mr. Ken Etten	Owner <input checked="" type="checkbox"/>	
		A/E <input checked="" type="checkbox"/>	
		Field <input type="checkbox"/>	
		File <input checked="" type="checkbox"/>	
		Other <input type="checkbox"/>	

We propose to provide for the following change(s) to our contract for the above referenced Project, with the Contract amount being adjusted by Contract Change Order by the amount(s) stated:

This PCO replaces both PCO #5 and #7.

Fire alarm system has been modified per the direction of the City of Lake Geneva. This proposal is structured on an ascending basis for the amount of work desired by the city and the scope of work in this proposal supersedes all work identified in the original construction documents.

The Alternates for the work are listed below. Please choose which of the options you prefer to accept.

- | | Contract Adjustment | |
|--|---------------------|---|
| 1 All alarm work on second floor with partial work on first floor near elevator.
Line 3 of the attached calculation sheet. | (\$5,896.00) | |
| 2 In addition to the work identified above complete additional alarm work in the main corridors.
Line 4 of the attached calculation sheet. Add \$4,826.00 | (\$1,070.00) | <p>ALT #2
 NET
 - \$3176</p> |
| 3 In addition to the work identified above complete additional alarm work in Main Floor Bath areas and connecting corridors.
Line 5 of the attached calculation sheet. Add \$6,051.00 | \$4,981.00 | <p>13 +</p> |
| 4 In addition to the work identified above provide tamper switches to the thirteen pull station alarms in the building.
Line 6 of the attached calculation sheet. Add \$1,227.00 | + \$6,208.00 | <p>ALT #3 NET
 + \$6,208.00</p> |

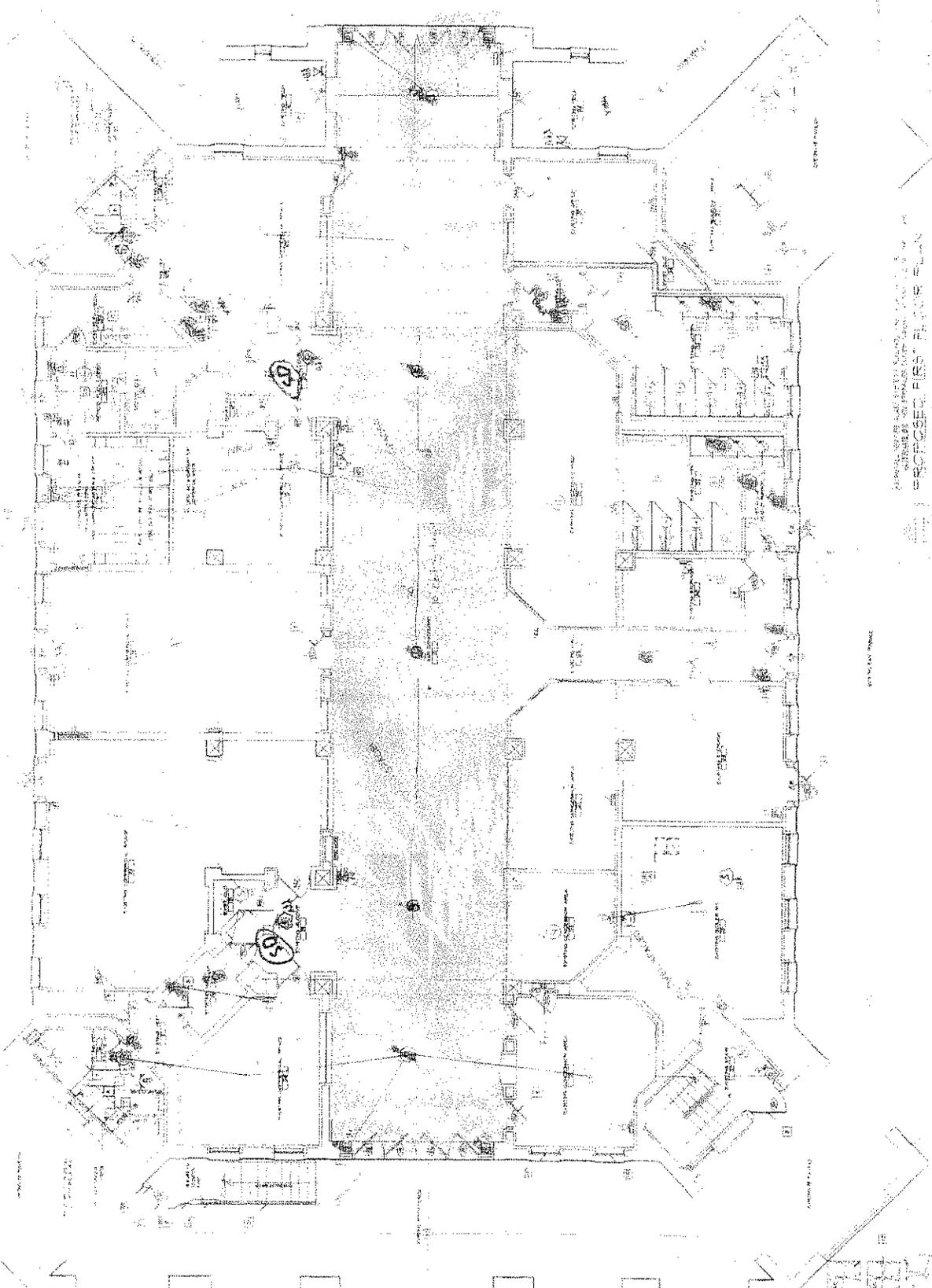
\$9420/PULL

Submitted By: Scherrer Construction Co., Inc.	By: <small>Signature</small>	Requested Response Date
Architect Review: McCormack and Etten Architects	By: _____ <small>Signature</small>	Date: _____
<input type="checkbox"/> Recommend/No Exception <input type="checkbox"/> Revise & Resubmit <input type="checkbox"/> Rejected	Comments: _____	
Owner Response: City of Lake Geneva	By: _____ <small>Signature</small>	Date: _____
<input type="checkbox"/> Accepted & Authorized <input type="checkbox"/> Revise & Resubmit <input type="checkbox"/> Rejected	Comments: _____	

Owner acceptance authorizes Contractor to proceed with change immediately and include change on future Contract Change Order

1. ALL DIMENSIONS ARE IN FEET AND INCHES. DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
2. FINISHES ARE TO BE AS SHOWN ON THE FINISH SCHEDULE.
3. ALL WORK IS TO BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE BUILDING CODES AND SPECIFICATIONS.
4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS.
5. THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES AT ALL TIMES.
6. ALL UTILITIES SHALL BE PROTECTED AND MARKED PRIOR TO CONSTRUCTION.
7. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES.
8. ALL MATERIALS AND WORKMANSHIP SHALL BE SUBJECT TO INSPECTION AND APPROVAL BY THE ARCHITECT.
9. THE CONTRACTOR SHALL MAINTAIN A NEAT AND ORDERLY WORK SITE AT ALL TIMES.
10. ALL WASTE MATERIALS SHALL BE PROPERLY DISPOSED OF.
11. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING STRUCTURES.
12. ALL WORK SHALL BE COMPLETED WITHIN THE SPECIFIED TIME FRAME.
13. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING SERVICES.
14. ALL WORK SHALL BE COMPLETED IN ACCORDANCE WITH THE ARCHITECT'S INTENT.
15. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING MATERIALS.
16. ALL WORK SHALL BE COMPLETED WITHIN THE SPECIFIED TIME FRAME.
17. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES.
18. ALL WORK SHALL BE COMPLETED IN ACCORDANCE WITH THE ARCHITECT'S INTENT.
19. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING MATERIALS.
20. ALL WORK SHALL BE COMPLETED WITHIN THE SPECIFIED TIME FRAME.

AL ADAMS ELE.
ARCHITECTS
1000 15th St. N.W.
Washington, D.C. 20004
Tel: 202-462-1000
Fax: 202-462-1001

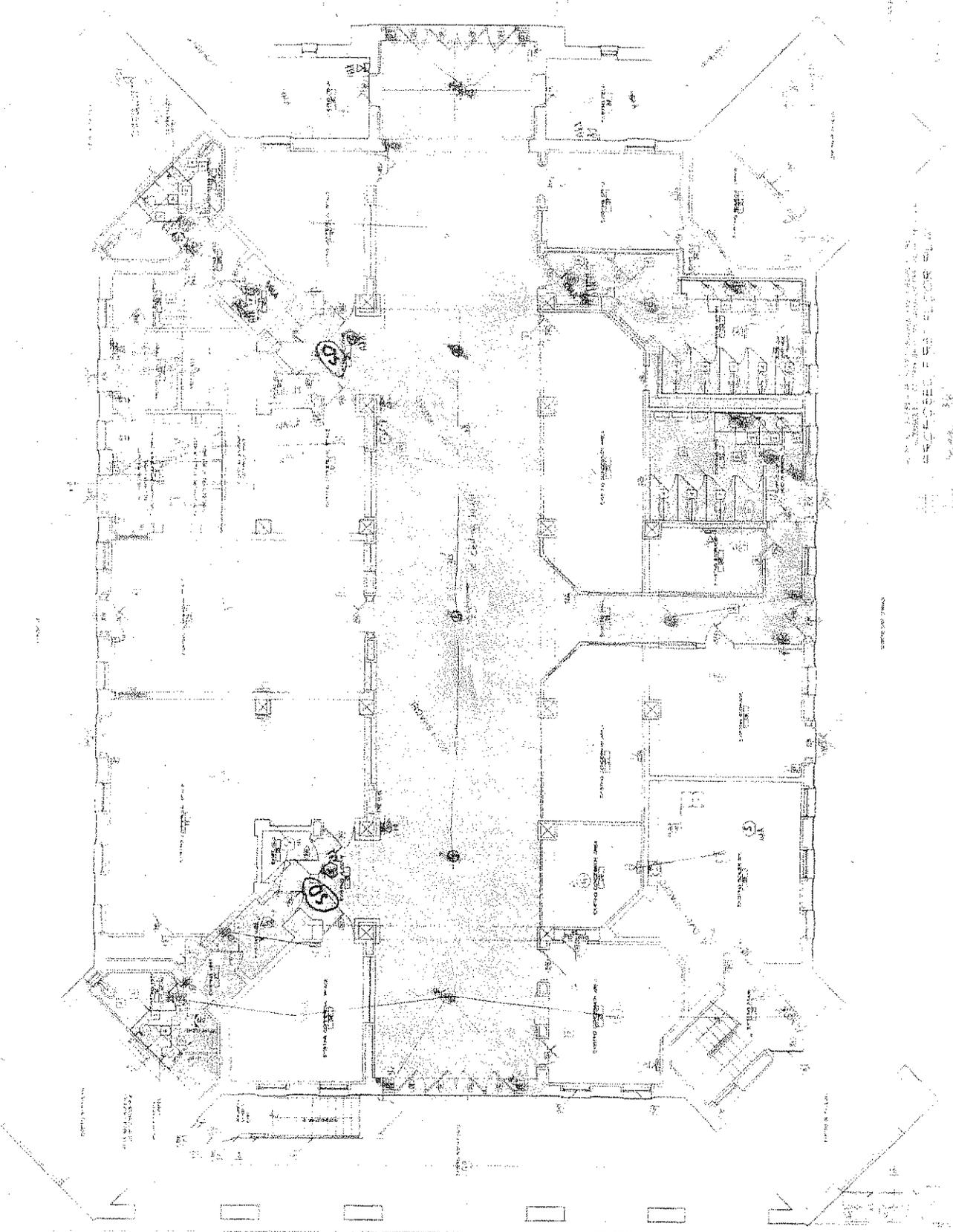


GENERAL NOTES:
1. ALL WORK IS TO BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE BUILDING CODES AND SPECIFICATIONS.
2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS.
3. THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES AT ALL TIMES.
4. ALL UTILITIES SHALL BE PROTECTED AND MARKED PRIOR TO CONSTRUCTION.
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES.
6. ALL MATERIALS AND WORKMANSHIP SHALL BE SUBJECT TO INSPECTION AND APPROVAL BY THE ARCHITECT.
7. THE CONTRACTOR SHALL MAINTAIN A NEAT AND ORDERLY WORK SITE AT ALL TIMES.
8. ALL WASTE MATERIALS SHALL BE PROPERLY DISPOSED OF.
9. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING STRUCTURES.
10. ALL WORK SHALL BE COMPLETED WITHIN THE SPECIFIED TIME FRAME.
11. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING SERVICES.
12. ALL WORK SHALL BE COMPLETED IN ACCORDANCE WITH THE ARCHITECT'S INTENT.
13. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING MATERIALS.
14. ALL WORK SHALL BE COMPLETED WITHIN THE SPECIFIED TIME FRAME.

ALTERNATE #2

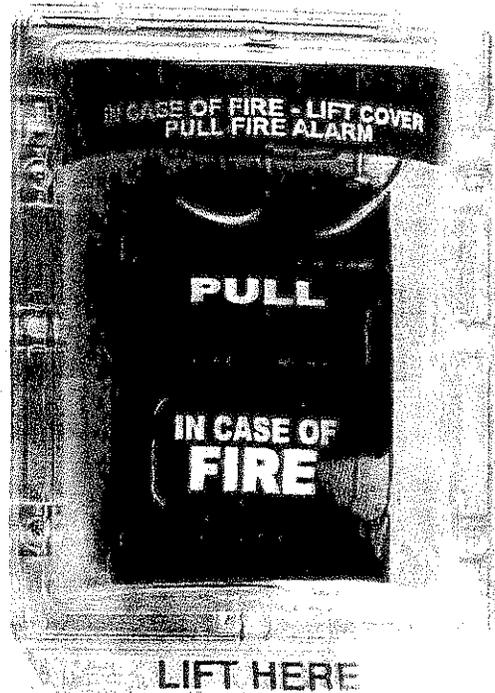
1. ALL DIMENSIONS ARE IN FEET AND INCHES UNLESS OTHERWISE NOTED.
2. ALL WALLS ARE 12" THICK UNLESS OTHERWISE NOTED.
3. ALL DOORS ARE 36" WIDE UNLESS OTHERWISE NOTED.
4. ALL WINDOWS ARE 48" WIDE UNLESS OTHERWISE NOTED.
5. ALL CEILING HEIGHTS ARE 10' UNLESS OTHERWISE NOTED.
6. ALL FLOOR FINISHES ARE 1/2" GYP BOARD ON 2" X 4" JOISTS.
7. ALL ROOF FINISHES ARE 2" GYP BOARD ON 2" X 4" JOISTS.
8. ALL EXTERIOR WALLS ARE 12" CMU WITH 1" GYP BOARD ON INSIDE.
9. ALL EXTERIOR ROOFING IS 2" GYP BOARD ON 2" X 4" JOISTS.
10. ALL INTERIOR WALLS ARE 1/2" GYP BOARD ON 2" X 4" JOISTS.
11. ALL INTERIOR CEILING IS 1/2" GYP BOARD ON 2" X 4" JOISTS.
12. ALL INTERIOR FLOOR IS 1/2" GYP BOARD ON 2" X 4" JOISTS.
13. ALL INTERIOR ROOF IS 1/2" GYP BOARD ON 2" X 4" JOISTS.
14. ALL INTERIOR STAIRS ARE 36" WIDE UNLESS OTHERWISE NOTED.
15. ALL INTERIOR ELEVATORS ARE 36" WIDE UNLESS OTHERWISE NOTED.
16. ALL INTERIOR HALLWAYS ARE 36" WIDE UNLESS OTHERWISE NOTED.
17. ALL INTERIOR ROOMS ARE 36" WIDE UNLESS OTHERWISE NOTED.
18. ALL INTERIOR OFFICES ARE 36" WIDE UNLESS OTHERWISE NOTED.
19. ALL INTERIOR BATHS ARE 36" WIDE UNLESS OTHERWISE NOTED.
20. ALL INTERIOR KITCHENS ARE 36" WIDE UNLESS OTHERWISE NOTED.
21. ALL INTERIOR DINING AREAS ARE 36" WIDE UNLESS OTHERWISE NOTED.
22. ALL INTERIOR LIVING AREAS ARE 36" WIDE UNLESS OTHERWISE NOTED.
23. ALL INTERIOR RECEPTION AREAS ARE 36" WIDE UNLESS OTHERWISE NOTED.
24. ALL INTERIOR CONFERENCE AREAS ARE 36" WIDE UNLESS OTHERWISE NOTED.
25. ALL INTERIOR STORAGE AREAS ARE 36" WIDE UNLESS OTHERWISE NOTED.
26. ALL INTERIOR BREAK ROOMS ARE 36" WIDE UNLESS OTHERWISE NOTED.
27. ALL INTERIOR LOBBIES ARE 36" WIDE UNLESS OTHERWISE NOTED.
28. ALL INTERIOR CORRIDORS ARE 36" WIDE UNLESS OTHERWISE NOTED.
29. ALL INTERIOR STAIRWELLS ARE 36" WIDE UNLESS OTHERWISE NOTED.
30. ALL INTERIOR ELEVATOR SHAFTS ARE 36" WIDE UNLESS OTHERWISE NOTED.
31. ALL INTERIOR HALLWAY LIGHTS ARE 4' X 4' UNLESS OTHERWISE NOTED.
32. ALL INTERIOR OFFICE LIGHTS ARE 4' X 4' UNLESS OTHERWISE NOTED.
33. ALL INTERIOR BATH LIGHTS ARE 4' X 4' UNLESS OTHERWISE NOTED.
34. ALL INTERIOR KITCHEN LIGHTS ARE 4' X 4' UNLESS OTHERWISE NOTED.
35. ALL INTERIOR DINING LIGHTS ARE 4' X 4' UNLESS OTHERWISE NOTED.
36. ALL INTERIOR LIVING LIGHTS ARE 4' X 4' UNLESS OTHERWISE NOTED.
37. ALL INTERIOR RECEPTION LIGHTS ARE 4' X 4' UNLESS OTHERWISE NOTED.
38. ALL INTERIOR CONFERENCE LIGHTS ARE 4' X 4' UNLESS OTHERWISE NOTED.
39. ALL INTERIOR STORAGE LIGHTS ARE 4' X 4' UNLESS OTHERWISE NOTED.
40. ALL INTERIOR BREAK ROOM LIGHTS ARE 4' X 4' UNLESS OTHERWISE NOTED.
41. ALL INTERIOR LOBBY LIGHTS ARE 4' X 4' UNLESS OTHERWISE NOTED.
42. ALL INTERIOR CORRIDOR LIGHTS ARE 4' X 4' UNLESS OTHERWISE NOTED.
43. ALL INTERIOR STAIRWELL LIGHTS ARE 4' X 4' UNLESS OTHERWISE NOTED.
44. ALL INTERIOR ELEVATOR SHAFT LIGHTS ARE 4' X 4' UNLESS OTHERWISE NOTED.
45. ALL INTERIOR HALLWAY VENTILATION IS 10' X 10' UNLESS OTHERWISE NOTED.
46. ALL INTERIOR OFFICE VENTILATION IS 10' X 10' UNLESS OTHERWISE NOTED.
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52. ALL INTERIOR CONFERENCE VENTILATION IS 10' X 10' UNLESS OTHERWISE NOTED.
53. ALL INTERIOR STORAGE VENTILATION IS 10' X 10' UNLESS OTHERWISE NOTED.
54. ALL INTERIOR BREAK ROOM VENTILATION IS 10' X 10' UNLESS OTHERWISE NOTED.
55. ALL INTERIOR LOBBY VENTILATION IS 10' X 10' UNLESS OTHERWISE NOTED.
56. ALL INTERIOR CORRIDOR VENTILATION IS 10' X 10' UNLESS OTHERWISE NOTED.
57. ALL INTERIOR STAIRWELL VENTILATION IS 10' X 10' UNLESS OTHERWISE NOTED.
58. ALL INTERIOR ELEVATOR SHAFT VENTILATION IS 10' X 10' UNLESS OTHERWISE NOTED.
59. ALL INTERIOR HALLWAY AC IS 10' X 10' UNLESS OTHERWISE NOTED.
60. ALL INTERIOR OFFICE AC IS 10' X 10' UNLESS OTHERWISE NOTED.
61. ALL INTERIOR BATH AC IS 10' X 10' UNLESS OTHERWISE NOTED.
62. ALL INTERIOR KITCHEN AC IS 10' X 10' UNLESS OTHERWISE NOTED.
63. ALL INTERIOR DINING AC IS 10' X 10' UNLESS OTHERWISE NOTED.
64. ALL INTERIOR LIVING AC IS 10' X 10' UNLESS OTHERWISE NOTED.
65. ALL INTERIOR RECEPTION AC IS 10' X 10' UNLESS OTHERWISE NOTED.
66. ALL INTERIOR CONFERENCE AC IS 10' X 10' UNLESS OTHERWISE NOTED.
67. ALL INTERIOR STORAGE AC IS 10' X 10' UNLESS OTHERWISE NOTED.
68. ALL INTERIOR BREAK ROOM AC IS 10' X 10' UNLESS OTHERWISE NOTED.
69. ALL INTERIOR LOBBY AC IS 10' X 10' UNLESS OTHERWISE NOTED.
70. ALL INTERIOR CORRIDOR AC IS 10' X 10' UNLESS OTHERWISE NOTED.
71. ALL INTERIOR STAIRWELL AC IS 10' X 10' UNLESS OTHERWISE NOTED.
72. ALL INTERIOR ELEVATOR SHAFT AC IS 10' X 10' UNLESS OTHERWISE NOTED.
73. ALL INTERIOR HALLWAY EXHAUST IS 10' X 10' UNLESS OTHERWISE NOTED.
74. ALL INTERIOR OFFICE EXHAUST IS 10' X 10' UNLESS OTHERWISE NOTED.
75. ALL INTERIOR BATH EXHAUST IS 10' X 10' UNLESS OTHERWISE NOTED.
76. ALL INTERIOR KITCHEN EXHAUST IS 10' X 10' UNLESS OTHERWISE NOTED.
77. ALL INTERIOR DINING EXHAUST IS 10' X 10' UNLESS OTHERWISE NOTED.
78. ALL INTERIOR LIVING EXHAUST IS 10' X 10' UNLESS OTHERWISE NOTED.
79. ALL INTERIOR RECEPTION EXHAUST IS 10' X 10' UNLESS OTHERWISE NOTED.
80. ALL INTERIOR CONFERENCE EXHAUST IS 10' X 10' UNLESS OTHERWISE NOTED.
81. ALL INTERIOR STORAGE EXHAUST IS 10' X 10' UNLESS OTHERWISE NOTED.
82. ALL INTERIOR BREAK ROOM EXHAUST IS 10' X 10' UNLESS OTHERWISE NOTED.
83. ALL INTERIOR LOBBY EXHAUST IS 10' X 10' UNLESS OTHERWISE NOTED.
84. ALL INTERIOR CORRIDOR EXHAUST IS 10' X 10' UNLESS OTHERWISE NOTED.
85. ALL INTERIOR STAIRWELL EXHAUST IS 10' X 10' UNLESS OTHERWISE NOTED.
86. ALL INTERIOR ELEVATOR SHAFT EXHAUST IS 10' X 10' UNLESS OTHERWISE NOTED.
87. ALL INTERIOR HALLWAY FIRE ALARMS ARE 10' X 10' UNLESS OTHERWISE NOTED.
88. ALL INTERIOR OFFICE FIRE ALARMS ARE 10' X 10' UNLESS OTHERWISE NOTED.
89. ALL INTERIOR BATH FIRE ALARMS ARE 10' X 10' UNLESS OTHERWISE NOTED.
90. ALL INTERIOR KITCHEN FIRE ALARMS ARE 10' X 10' UNLESS OTHERWISE NOTED.
91. ALL INTERIOR DINING FIRE ALARMS ARE 10' X 10' UNLESS OTHERWISE NOTED.
92. ALL INTERIOR LIVING FIRE ALARMS ARE 10' X 10' UNLESS OTHERWISE NOTED.
93. ALL INTERIOR RECEPTION FIRE ALARMS ARE 10' X 10' UNLESS OTHERWISE NOTED.
94. ALL INTERIOR CONFERENCE FIRE ALARMS ARE 10' X 10' UNLESS OTHERWISE NOTED.
95. ALL INTERIOR STORAGE FIRE ALARMS ARE 10' X 10' UNLESS OTHERWISE NOTED.
96. ALL INTERIOR BREAK ROOM FIRE ALARMS ARE 10' X 10' UNLESS OTHERWISE NOTED.
97. ALL INTERIOR LOBBY FIRE ALARMS ARE 10' X 10' UNLESS OTHERWISE NOTED.
98. ALL INTERIOR CORRIDOR FIRE ALARMS ARE 10' X 10' UNLESS OTHERWISE NOTED.
99. ALL INTERIOR STAIRWELL FIRE ALARMS ARE 10' X 10' UNLESS OTHERWISE NOTED.
100. ALL INTERIOR ELEVATOR SHAFT FIRE ALARMS ARE 10' X 10' UNLESS OTHERWISE NOTED.

AL ADAMS ETC
ARCHITECTS
1000 PINE STREET
PHILADELPHIA, PA 19107
TEL: 215-595-1234
WWW.ALADAMSETC.COM



ALTERNATE #3

STI Stopper® II



FEATURES

Proven effective for more than 30 years to help stop false fire alarms without restricting legitimate alarms.

Can be used as a guard against physical damage to a manual pull station, with or without the optional warning horn.

Optional horn has a choice of 95 or 105 dB at one foot.

Standard red units have "In Case of Fire..." label unless specified with "no label" or "custom label" (extra charge for custom label).

Horn housing is available in red, blue, green or yellow with optional custom labeling.

When covering a pull station outside UL requires stations to be listed for outdoor use.

Larger sizes and surface mounted pull stations accommodated with STI-3100 conduit spacer.

Weather models have closed cell gaskets.

Power source is a 9V DC alkaline battery included on standard Stopper II (remote powered unit available).

"RC" models include one form "C" dry relay contact and are capable of operating from 9-24V DC remote power or 9V DC battery power.

Protect devices such as EPOs, call boxes, telephones and emergency shutdowns by changing the color and messaging.

With backplate and gaskets, UL Listed to NEMA 3R Standards.

Cover is UV-stabilized against sun deterioration.

Typical working properties of polycarbonate are -40° to 250°F (-40° to 121°C).

UL Listed to U.S. and Canadian safety standards (also for custom labeling).

Lifetime guarantee against breakage of polycarbonate in normal use (one year on electro mechanical and electronic components).

PRODUCT OVERVIEW

This unique and patented cover has been helping to stop false fire alarms around the world for more than 30 years without restricting legitimate alarms. All models offer excellent protection against physical damage (both accidental and intentional) and several against severe environments both inside and out. It is ideal for schools, colleges, hospitals, nursing homes, stores, hotels and public buildings of almost every kind where there is a threat of false alarms.

HOW IT WORKS

Stopper II consists of a clear, tamperproof, super tough polycarbonate shield and frame, but the line includes models with the option of a piezo horn, spacer, Form "C" dry relay contact and gaskets. The cover accommodates most manual pull stations. When the Stopper II with horn is lifted to gain access to the protected alarm, a piercing self-contained 95 or 105 dB warning horn (at one foot) sounds. Immediate attention is drawn to the area and a prankster will either run or be caught. The cover is connected to the frame by a cable. When the cover is lifted, it drops off of the frame and a horn will sound (models with horn) until the cover is snapped back onto the frame or for the life of the battery.



STI Stopper® II

Commercial and Residential Fire Alarm

MODELS AVAILABLE

Stopper II Models Indoor Use

- STI-1100 Stopper II with horn
- STI-1100RC* Stopper II with horn and remote control
- STI-1130 Stopper II with horn
- STI-1130RC* Stopper II with horn and remote control
- STI-1200 Weather Stopper II with gasket
- STI-1230 Weather Stopper II with gasket

Weather Stopper® with gaskets (Indoor/Outdoor rated)

- STI-1150 Stopper II with horn and gasket
- STI-1150RC* Stopper II with horn and remote control and gasket
- STI-1155 Stopper II with horn and gasket
- STI-1155RC* Stopper II with horn and remote control and gasket
- STI-1250 Weather Stopper II with gasket
- STI-3150 Weather Stopper II with gasket

Accessories

- STI-3100 2" depth spacer with 1/4" depth entry protection and 1/2" depth entry gasket
- STI-3104 2" depth spacer with 1/4" depth entry protection and 1/2" depth entry gasket
- STI-1102 Replacement horn for cover with alarm
- CUSTOM-LBL Custom label message for horn housing
- STI-1280 Backplate for Stopper II and Weather Stopper series

APPROVALS & WARRANTY

TESTING

STI Stopper II fire alarm devices are tested to meet the requirements of the following standards:

- UL 197B (UL 197B-1) for fire alarm pull stations
- UL 197B (UL 197B-2) for fire alarm pull stations
- UL 197B (UL 197B-3) for fire alarm pull stations
- UL 197B (UL 197B-4) for fire alarm pull stations
- UL 197B (UL 197B-5) for fire alarm pull stations
- UL 197B (UL 197B-6) for fire alarm pull stations
- UL 197B (UL 197B-7) for fire alarm pull stations
- UL 197B (UL 197B-8) for fire alarm pull stations
- UL 197B (UL 197B-9) for fire alarm pull stations
- UL 197B (UL 197B-10) for fire alarm pull stations
- UL 197B (UL 197B-11) for fire alarm pull stations
- UL 197B (UL 197B-12) for fire alarm pull stations
- UL 197B (UL 197B-13) for fire alarm pull stations
- UL 197B (UL 197B-14) for fire alarm pull stations
- UL 197B (UL 197B-15) for fire alarm pull stations
- UL 197B (UL 197B-16) for fire alarm pull stations
- UL 197B (UL 197B-17) for fire alarm pull stations
- UL 197B (UL 197B-18) for fire alarm pull stations
- UL 197B (UL 197B-19) for fire alarm pull stations
- UL 197B (UL 197B-20) for fire alarm pull stations
- UL 197B (UL 197B-21) for fire alarm pull stations
- UL 197B (UL 197B-22) for fire alarm pull stations
- UL 197B (UL 197B-23) for fire alarm pull stations
- UL 197B (UL 197B-24) for fire alarm pull stations
- UL 197B (UL 197B-25) for fire alarm pull stations
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- UL 197B (UL 197B-40) for fire alarm pull stations
- UL 197B (UL 197B-41) for fire alarm pull stations
- UL 197B (UL 197B-42) for fire alarm pull stations
- UL 197B (UL 197B-43) for fire alarm pull stations
- UL 197B (UL 197B-44) for fire alarm pull stations
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- UL 197B (UL 197B-87) for fire alarm pull stations
- UL 197B (UL 197B-88) for fire alarm pull stations
- UL 197B (UL 197B-89) for fire alarm pull stations
- UL 197B (UL 197B-90) for fire alarm pull stations
- UL 197B (UL 197B-91) for fire alarm pull stations
- UL 197B (UL 197B-92) for fire alarm pull stations
- UL 197B (UL 197B-93) for fire alarm pull stations
- UL 197B (UL 197B-94) for fire alarm pull stations
- UL 197B (UL 197B-95) for fire alarm pull stations
- UL 197B (UL 197B-96) for fire alarm pull stations
- UL 197B (UL 197B-97) for fire alarm pull stations
- UL 197B (UL 197B-98) for fire alarm pull stations
- UL 197B (UL 197B-99) for fire alarm pull stations
- UL 197B (UL 197B-100) for fire alarm pull stations

PATENTS

Patent Pending No. 4,831,444 (UL 197B)

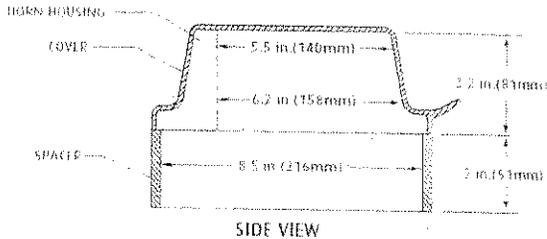
WARRANTY

STI Stopper II fire alarm devices are warranted for one year against defects in materials and workmanship under normal use and service.

IMPORTANT NOTICE

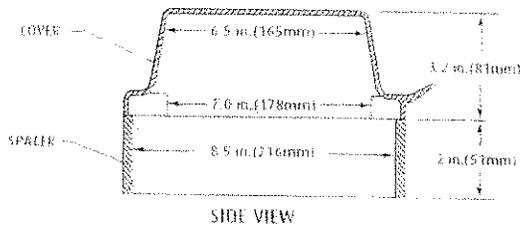
Stopper II fire alarm devices are intended to be used in areas where the risk of false fire alarms from manual pull stations is high or has proven to be a serious problem. Any disadvantage of this device is more than balanced when one considers the consequences of false fire alarms, especially if fire service personnel and equipment are responding to a false fire alarm when they are needed for a real fire somewhere else. Add to this the disruption to the facility when false alarms occur. If you have or may have a problem with false fire alarms or physical weather damage to your fire alarm activated devices, the Stopper II could prove invaluable.

WARNING: For RC models, UL listing does not permit tele-contacts to connect to the fire alarm or a life safety fire alarm. The power supply for horns according to UL listing, must be connected to a UL listed fire alarm system. For electrical specifications see install book. RC models contain one set of 6mm (1/4") dry contact contacts rated 24 VAC, VDC, 1 amp.



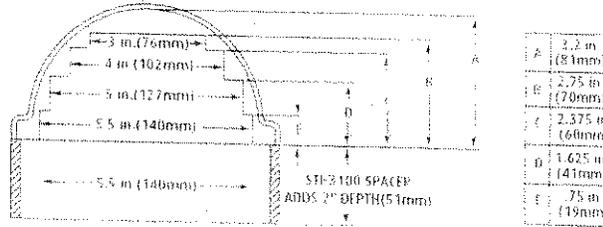
SIDE VIEW

MODELS WITH HORN (STI-1100 Series)



SIDE VIEW

MODELS WITHOUT HORN (STI-1200 AND STI-3150 Series)



ALL MODELS END VIEW

EXTERNAL DIMENSIONS: • Flush 7.2 W x 10.2 H x 3.3 D in. (185x259x84mm) • Surface 7.2 W x 10.2 H x 5.5 D in. (185x259x140mm)



Safety Technology International, Inc.

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Agenda Item No. 1-Banquet Chair Selection - Riviera Ballroom (From Last Meeting)

To revisit this item, the Council approved separate City purchasing of the banquet tables and chairs for the Riviera to save cost. As there is a big variation in the price and style of banquet chair, staff began obtaining samples for approval prior to ordering the 300 banquet chairs. Only one chair was available for viewing at our last meeting. The past discussion included perhaps a lighter color chair and the fancier oval back rest like is presently at the Riviera. Samples will be available for further discussion.

It is recommended the Committee decide on the vendor, style and upholstery material and staff will present a purchase order to Council for consideration.

Motion to _____
by _____ Second by _____ Passed _____

Agenda Item No. 2- Proposed Street Light at 421 Elmwood Avenue

Administrator Jordan has received a request for installation of a street light near the above address as a deterrent to crime, but he asked this item be continued to give him time to obtain a police report. The cost for a street light is approximately \$1,500 to \$2,500 for a standard street light on wood pole installed, plus about \$150 per year for electricity, plus sod restoration. Staff will follow up with firm costs from the power company if the Committee wishes to proceed with the pole. Capital cost for the pole would come from contingency and the annual electricity cost would be added to the citywide street light bill in the Street Department budget.

Direction is requested.

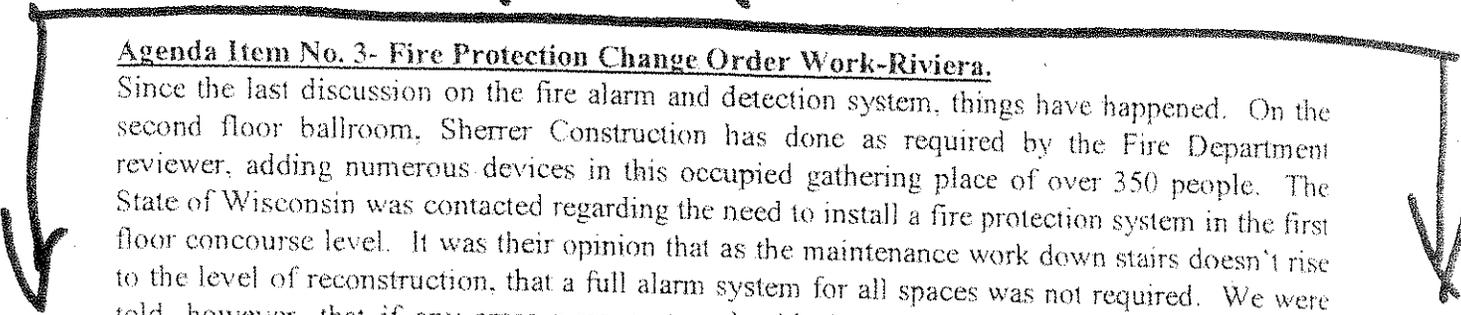
Motion to _____
by _____ Second by _____ Passed _____

PINC
AGENDA
ITEM

Agenda Item No. 3- Fire Protection Change Order Work-Riviera.

Since the last discussion on the fire alarm and detection system, things have happened. On the second floor ballroom, Sherrer Construction has done as required by the Fire Department reviewer, adding numerous devices in this occupied gathering place of over 350 people. The State of Wisconsin was contacted regarding the need to install a fire protection system in the first floor concourse level. It was their opinion that as the maintenance work down stairs doesn't rise to the level of reconstruction, that a full alarm system for all spaces was not required. We were told, however, that if any areas were protected with devices that they had to meet the code requirements for spacing and numbers of devices.

Sherrer's subcontractor, Adams Electric, was asked to break down pricing for the protection of the public spaces downstairs. The overall options are to not do anything downstairs which would result in a savings of \$5,896 on the project, install devices through the main hallway only which would net out a small savings of \$1,070 on this item, or install the devices per the Fire Department review protecting all public spaces within the concourse level including all hallways and all restrooms at an additional cost to the Fire Protection System of \$4,981.



We previously were provided the added cost to protect all spaces of the entire lower level per the Fire Department's reviewer which was in the \$20,000 range, but this option is not being pursued as the cost was too pricey.

Considering the alternatives, and to provide a good level of protection on the concourse level, staff recommends installation of the fire protection system option which protects all corridors and public bathrooms in the amount of \$4,981. We further recommend upgrading the 13 fire alarm pull switches located both upstairs and down from the standard style, to pulls with alarmed lift covers at a price of \$1,227. What happens with the upgrade is that to activate the fire alarm pull, a person has to raise the clear cover over the pull which sets off an alarm at that pull station only, calling attention to nearby persons before anyone actually can pull the switch setting off the entire building alarm. This upgrade will reduce the number of false alarms dramatically. The total recommended increase for the fire alarm system is \$6,208 including the pull switches upgrade. PCO#16 provides the City with the four options. Also included is a chart with device counts and a map showing the options downstairs.

The working budget for the overall remodeling project is \$800,000. The main contract award-\$507,000, tuckpointing-\$91,000, banquet tables-\$5,000, banquet chairs can range anywhere from \$10,000 to \$41,000 depending upon chair selected, and architectural/engineering fees estimated at this point at \$70,000 to \$90,000 depending upon construction management costs paid out hourly. Seawall maintenance work could run \$50,000 to \$75,000 depending upon scope.

All together, the project budget may range from \$749,000 to \$825,000. This figure includes the net change order increase on this project to date of approximately \$16,800 but excludes the sales tax credit (deduct) and an upcoming credit (deduct) on plumbing work in the elevator pit. The overall project budget is thus still very attainable, especially given the \$30,000 variance in banquet chair costs.

Motion to _____
by _____, Second by _____, Passed _____

Agenda Item No. 4- Bird City USA Signage Placement

Administrator Jordan has received two Bird City USA signs for placement someplace in the City. We are looking for suggestions as to where the Committee would like to have them placed. As a suggestion, perhaps as one enters the City from Big Foot State Park and the other entering the City by Four Seasons Nature Preserve.

Direction is requested.

Motion to _____
by _____, Second by _____, Passed _____

Agenda Item No. 5- Crime Stopper Signage Placements (Same Locations Proposed as Neighborhood Watch).

Administrator Jordan has received Crime Stopper signs for placement someplace in the City. We are looking for suggestions as to where the Committee would like to have them placed. As a

CITY OF LAKE GENEVA

626 GENEVA STREET
LAKE GENEVA, WISCONSIN 53147
(262) 249-4098 • Fax (262) 248-4715
www.cityoflakegeneva.com



DENNIS E. JORDAN
CITY ADMINISTRATOR

TO: MAYOR CONNORS AND COMMON COUNCIL

DEJ
FROM: CITY ADMINISTRATOR, DENNIS JORDAN

DATE: FEBRUARY 28, 2011

RE: FIRE HOUSE TUCKPOINTING

Background: Staff has been aware for several years that the pilasters and brick have been separating on the main fire station. We solicited quotes in 2009 for the repairs and the least expensive proposal was for \$4400. The separation has progressively gotten worse and we need to address the situation. I asked Dan Winkler to get a quote from Holton Brothers while they were here to do work on the Riviera Building. They have given us a proposal to do the repair work for an amount not to exceed \$2,500. It is important to do this repair before it advances to another level of repair. I would recommend that we take the repair money out of the City's Contingency account.

Recommendation: Approve the repair of the pilasters and brick at the Main Fire Station for an amount not to exceed \$2,500.00 to be transferred from Contingency Account #11-10-00-5780 to Fire House Repair Account #11-22-00-5240



Holton Brothers, Inc. Contractors

1002 - 11th Avenue
Grafton, WI 53024

Phone: 262-377-7887
Fax: 262-377-0616

Masonry Repairs - Tuckpointing - Caulking - Waterproofing

February 10, 2011

Proposal Submitted To:

Project Site:

Lake Geneva Water Commission
Po Box 187
Lake Geneva, WI 53147

Lake Geneva Fire Department

Attn: Daniel Winkler

We hereby propose to furnish, labor, materials, equipment and insurance complete in accordance with the following specifications.

EXTERIOR RESTORATION

The south interior and exterior elevation above the garage door lintels, to include the west interior elevation have been visually inspected by this contractor. It is our opinion that the proper procedure for repair should be as outlined in the following specifications.

EXTERIOR CAULKING

All exterior movement and structural cracks in face brick masonry, located on the south elevation adjacent to the garage door lintels shall have these areas routed out one quarter inch (1/4") in order to attain a neat and uniform appearance. Joints shall then be sealed with a one part urethane sealant. This will be applied directly from a pressure type gun, sealing the joints completely.

TUCKPOINTING ABOVE GARAGE DOOR LINTELS

All garage door lintels, where presently open shall be tuckpointed with mortar to allow for proper airflow and moisture weepage.

EXTERIOR CAULKING IN THE FOLLOWING AREAS

- 1) All movement and structural cracks in brick masonry
- 2) Defective garage door lintels in brick masonry
- 3) Joints at which cement block walls abut overhead spancrete on the interior south and west elevations of the fire truck bays

The above mentioned areas located on the Fire Department shall be sealed with Tremco Dymonic FC, a one part urethane sealant.

Sealant shall be white or colored as required to match existing work.

Joint backing where necessary shall be close-cell, non-staining polyethylene in round or square shapes, such as ethafoam joint backing. Joint backing shall be compatible with sealants used.

PREPARATION OF JOINTS

Building joints shall be examined prior to application and any conditions detrimental to achieving a positive weather-tight seal shall be remedied.

All openings, joints or channels to be sealed shall be thoroughly clean, dry and free from dust, oil, grease or any other foreign matter.

Where joints are deeper than 1/2", polyethylene joint backing shall be used and packed into the joint at within 1/2" of the surface. A size shall be selected so as to allow for a minimum of 30% compression of the backing when inserted into the joint. Where joints are 3/4" wide, the backing shall be placed so the depth of the joint to receive the sealants does not exceed 3/8".

APPLICATION OF SEALANTS

Sealants shall be gun applied through a nozzle of such diameter so the full bead of sealant is gunned into the joint, filling the joint completely.

All heads shall be tooled immediately after application to insure firm, full contact with the inner faces of the joints. Excess material shall be struck off with a tooling stick or knife.

The finished bead shall be flush with the surfaces or as otherwise indicated. Caulking shall be outlined with masking tape as necessary so as to obtain a neat and uniform appearance. Movement and structural cracks which are caulked shall be dusted with a fine grade lake sand so as to attain the appearance as closely as possible of mortar.

COST BREAKDOWN

Not-To-Exceed \$2,500.00
will be billed accordingly.

NOTE: Work can be completed on a Time and Material Basis and

TERMS AND CONDITIONS

The following terms and conditions (these 'Terms') between Holton Brothers, Inc., ('HB') and HB's customer identified in the Proposal to which these Terms are attached ('Contracting Party') (Contracting Party is one of the following: 'Property Owner' or 'Management Company as Authorized Agent for Property Owner' or 'General Contractor'), together with the Proposal, represent the agreement between the parties for construction and other contracted services to be performed at the location listed on the Proposal.

PROPOSAL TERMS

1. **Payment Amount:** The amount due to HB from Contracting Party is the amount listed on the Proposal as the 'Total Amount,' plus the total sum of all change orders referenced in Paragraph 6, and any fees or interest assessed pursuant to these Terms.
2. **Payment Due Date:** As agreed upon by the parties, HB may require periodic payments during the construction period. Payment in full must be received by HB no later than the 30th day after the work has been completed.
3. **Late Payments:** Any invoice amounts outstanding after the 30th day following the completion of the work will result in a late payment fee of 1.5% of the outstanding balance, assessed monthly until paid in full. In addition to a late payment fee, HB reserves its right to pursue all available remedies, including filing and perfection of a lien as described in Paragraph 4.
4. **LIEN NOTICE:** AS REQUIRED BY THE WISCONSIN CONSTRUCTION LIEN LAW, IIB HEREBY NOTIFIES CONTRACTING PARTY AND PROPERTY OWNER THAT PERSONS OR COMPANIES PERFORMING, FURNISHING, OR PROCURING LABOR, SERVICES, MATERIALS, PLANS, OR SPECIFICATIONS FOR THE CONSTRUCTION ON PROPERTY OWNER'S LAND MAY HAVE LIEN RIGHTS ON PROPERTY OWNER'S LAND AND BUILDINGS IF NOT PAID. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO HB, ARE THOSE WHO CONTRACT DIRECTLY WITH THE CONTRACTING PARTY OR PROPERTY OWNER OR THOSE WHO GIVE THE CONTRACTING PARTY OR PROPERTY OWNER NOTICE WITHIN SIXTY (60) DAYS AFTER THEY FIRST PERFORM, FURNISH, OR PROCURE LABOR, SERVICES, MATERIALS, PLANS, OR SPECIFICATIONS FOR THE CONSTRUCTION. ACCORDINGLY, CONTRACTING PARTY OR PROPERTY OWNER PROBABLY WILL RECEIVE NOTICES FROM THOSE WHO PERFORM, FURNISH, OR PROCURE LABOR, SERVICES, MATERIALS, PLANS, OR SPECIFICATIONS FOR THE CONSTRUCTION, AND SHOULD GIVE A COPY OF EACH NOTICE RECEIVED TO CONTRACTING PARTY'S OR PROPERTY OWNER'S MORTGAGE LENDER, IF ANY. HB AGREES TO COOPERATE WITH THE OWNER AND THE OWNER'S LENDER, IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMANTS ARE DULY PAID.
5. **Work Performed:** All work performed by HB is subject to the Proposal, which lists all of the work specifications, as well as all change orders (as of the date of the Proposal) contemplated in Paragraph 6.
6. **Changes to Proposed Work:** Any alterations or deviations from the work specifications included in the Proposal that result in additional costs shall be agreed to via written agreement between the parties. Any costs associated with the changes shall be paid by Contracting Party. All written change orders shall be considered a part of the original proposal.
7. **Work Schedule:** Work shall commence on a date agreed upon by both parties. HB shall perform the work during normal business hours. As the project progresses, the parties may agree to vary the work schedule and adjust the costs accordingly.
8. **Work Completion:** The completion date shall be date Contracting Party receives a final invoice from HB. HB shall provide such notice when the work specified in the Proposal has been completed, inclusive of all change orders contemplated in Paragraph 6, and HB has removed all of its materials from the project location.
9. **Workmanlike Manner:** IIB shall complete all work in a workmanlike manner according to standard industry practices.
10. **Agreement Applies to General Contractor:** Where this agreement includes language making a section applicable to a general contractor, it is assumed that IIB is acting as the subcontractor, was hired by, and will be paid by the general contractor. Where HB acts as the subcontractor, the guarantees in Paragraph 9 are assumed to be made to the general contractor and not to the property owner. In the event that the property owner pursues an action against HB based on those guarantees, general contractor agrees to indemnify and defend HB in such action. General Contractor guarantees that the property owner is aware of all responsibilities and liabilities listed in these terms and conditions.

11. Subcontractors: HB reserves the right to hire subcontractors at its discretion to fulfill the proposed work specifications, and agrees to pay the subcontractors for their efforts at an agreed upon price.
12. Force Majeure: HB is not liable for the failure to complete the work specifications included in the Proposal when the failure is caused by acts of God, such as, but not limited to, fire, tornado, flooding, and other natural disasters, labor disputes, strikes, materials shortages, terrorist activities, or government action affecting construction.
13. Suspension of Work: HB may suspend work on account of weather or natural disasters, LATE PAYMENTS BY CONTRACTING PARTY, government action, or other emergencies not anticipated by this agreement. Any additional charges that result from the suspension shall be paid for by Contracting Party.
14. Clean-up: HB shall dispose of materials used in construction, including hazardous materials, and will leave the worksite in a clean and orderly condition following completion of construction.
15. HB's Insurance and Hiring Practices: HB shall carry general liability insurance, employer's liability insurance, worker's compensation insurance, and automotive insurance. HB shall provide a certificate evidencing such policies upon request by Contracting Party. HB shall seek and retain qualified and skilled craftspeople to complete the proposed work and will not discriminate on the basis of race, color, sex, age, handicap, veterans status, religious belief, or national origin when hiring its employees.
16. Information and Access: Contracting Party shall provide HB directly with all relevant information necessary to complete construction, and shall do so in a timely manner. Contracting Party will be responsible for any resulting defects, damage, or additional costs caused by a failure to provide HB with such relevant information. Contracting Party shall provide HB and any subcontractors retained by HB with ready access to the work site.
17. Property Owner's Insurance: The property owner shall maintain general liability and property insurance, including waiver of subrogation, where applicable. The property owner shall provide a certificate evidencing such policies if requested by HB.
18. Termination: HB reserves the right to terminate this agreement, at its discretion, in the event that Contracting Party is late in procuring payment, or if HB has a reasonable belief that Contracting Party will not pay following the completion of the proposed work.
19. Governing Law and Dispute Resolution: This agreement is governed by the laws of the State of Wisconsin, irrespective of conflicts of laws principles. Any disputes or claims arising under the Proposal, these Terms, or any contract entered into thereunder shall be resolved by binding arbitration administered by a single arbitrator in accordance with the American Arbitration Association's Construction Industry Arbitration Rules in effect as of the date of submission of any such dispute or claim. All disputes or claims shall be aggregated and resolved in one arbitration proceeding. The arbitration proceeding shall take place in Milwaukee, WI/Wis.
20. Attorneys' Fees: Contracting Party shall be liable for HB's attorneys' fees incurred in connection with enforcing these Terms and/or the Proposal, collecting payment, or defending or pursuing claims in which HB is the prevailing party.
21. Waiver: Any exception made to any of the Terms or any extension granted by HB to any of the deadlines described in these Terms shall not be considered as a waiver of that provision.
22. Complete Agreement: These Terms shall be read in conjunction with the accompanying Proposal, shall constitute the final and complete agreement of the parties, and shall supersede any conflicting terms contained in any other document, or expressed orally. Any amendments to the Proposal in the form of change orders shall be considered as part of the original agreement and also subject to these Terms.
23. Execution of the Proposal: By signing the Proposal, Contracting Party accepts both the Proposal and these Terms and consequently agrees to be bound by them.

If accepted, please sign and return one copy. Thank you.

WE PROPOSE hereby to furnish material and labor - complete in accordance with above specifications, for the sum of: SEE COST BREAKDOWN

PAYMENT TO BE MADE WITHIN 30 DAYS OF COMPLETION OF WORK - Or a 1 1/2% Service Charge per month for any past due amount along with all attorney fees involved with collection.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alterations or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delay beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

ACCEPTANCE OF PROPOSAL

The work specifications, pricing, payment terms, and other terms and conditions (including the attached Proposal Terms, which are incorporated by reference) are hereby accepted; and Holton Brothers is hereby authorized to perform the proposed services in accordance with the foregoing Proposal. Holton Brothers reserves the right to withdraw or modify this proposal at any time prior to acceptance.

RESPECTFULLY SUBMITTED,

HOLTON BROTHERS, INC. (License # 1096385 - Expires 3-10-13)

By: *Matt Lempke*
Matt Lempke, Sales Representative

CUSTOMER (please sign and return one executed contract)

Property Owner

(name)

Date: _____

February 15, 2011



1700 Opdyke Court
Auburn Hills, Michigan
48326
(248) 371-3100
(800) 225-6561
(248) 371-3091 fax
www.midwestclaims.com

City of Lake Geneva
Attn: Dennis Jordan
626 Geneva St.
Lake Geneva, WI 53147

Re: Program: League of Wisconsin Municipalities
Our Insured: City of Lake Geneva
Date of Loss: 9/2/2010
Our Claim #: 149025
Claimant: David and Cheryl Hawkins

Dear Mr. Jordan:

Midwest Claims Service is the claims administrator for the League of Wisconsin Municipalities Mutual Insurance of which the City of Lake Geneva is an insured member. We have received notice of the above-stated claims in which Mr. and Mrs. Hawkins have alleged property damage due to a sewer backup incident which occurred on or about September 2, 2010.

Our investigation did not reveal any clear or proven negligence on behalf of the City of Lake Geneva with regard to this matter. Therefore, we recommend the City deny this claim pursuant to the Wisconsin statute for disallowance of claim 893.80(1g). The disallowance of the claim in this manner will allow us to shorten the statute of limitations period to six (6) months.

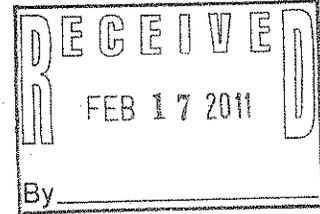
The basis of the denial is that our investigation found that the sewer backup was caused by a plug in the main line of which the City had no prior notice. A municipality has no liability unless it knew, or should have known of the existence of the defect and had a reasonable amount of time to make repairs. Once the City was notified of a problem in this area, the blockage was cleared which allowed the system to flow properly. The City's response was immediate and appropriate repairs were made timely.

Please send your denial, directly, to the claimants by registered or certified mail. Also, please carbon copy Midwest Claims Service on the letter and reference this claim number. If you have any questions, please contact me at (800) 225-6561 extension 3083.

Sincerely,

Sharon DePriest, AIC
Claims Manager

February 14, 2011



City of Lake Geneva
Attn: Jeremy Reale
626 Geneva Street
Lake Geneva, WI 53147

1700 Opdyke Court
Auburn Hills, Michigan
48326
(248) 371-3100
(800) 225-6561
(248) 371-3091 fax
www.midwestclaims.com

Re: Program: League of Wisconsin Municipalities Mutual Insurance
Our Insured: City of Lake Geneva
Date of loss: 12/18/2010
Our Claim #: WI8 151576
Claimant: Shuichi Sasaki and Pat Sasaki
1050 Mobile Street, Lake Geneva, WI 53147

Dear Mr. Reale,

Midwest Claims Service, Inc. administers the claims for the League of Wisconsin Municipalities Mutual Insurance who provides the insurance coverage for the City of Lake Geneva. We are in receipt of the above-stated claim in which the claimant alleges property damages due to a sewer backup. The date of incident was December 18, 2010.

Our investigation has revealed that certain alleged facts regarding duty or causation are in dispute or unproven; therefore, we recommend that the City of Lake Geneva deny this claim pursuant to the Wisconsin statute for disallowance of claim 893.80(1g). The disallowance of the claim in this manner will allow us to shorten the statute of limitations period to 6 months.

The basis of this denial should be that there is no liability on behalf of the City of Lake Geneva. Our investigation has revealed that the cause of the sewer backup was due to grease and rags blocking the main sewer line. The City of Lake Geneva did not have prior notice of the blockage and upon notice remedied the situation. A municipality has no liability unless it knew, or should have known, of the existence of a defect and had a reasonable amount of time to repair the defect.

Please send your denial letter to the above-listed claimant. The denial letter should be sent certified or registered mail (restricted) and must be received by the claimant within 120 days after you received the claim. Please send copy of denial to our address as stated above. If you have any further questions, please feel free to call me at 800-225-6561 x3099.

Sincerely,


Shannon Fike
Claims Adjuster

cc : R&R INSURANCE

CITY CLERK'S OFFICE
ROUTED TO
ADMIN
DPW

COUNCIL (2/28/11)
AGENDA

CITY OF LAKE GENEVA



626 GENEVA STREET
LAKE GENEVA, WISCONSIN 53147
(262) 249-4098 • Fax (262) 248-4715
www.cityoflakegeneva.com

DENNIS E. JORDAN
CITY ADMINISTRATOR

TO: MAYOR CONNORS AND COMMON COUNCIL

D E J **FROM: CITY ADMINISTRATOR, DENNIS JORDAN**

DATE: FEBRUARY 28, 2011

RE: UNCOLLECTED ROOM TAXES

Background: The City has not received full payment from the Cove for the third quarter of 2010 and no payments for the fourth quarter of 2010. I have asked the City Attorney what options the City has to retrieve the money owed the City and to present these options to the City Council for action. After the Council discusses the options put forth, direct staff appropriately to actuate the process to collect the funds owed the City. The City is owed approximately \$75,000. for the third quarter of 2010 and an undetermined amount from the fourth quarter of 2010 (average \$22,000 to \$28,000 for 2007, 2008 and 2009).

Recommendation: Direct staff to collect unpaid room tax funds from Geneva Hospitality of Lake Geneva (The Cove) in the manner directed by the Common Council and the City Attorney.

**CITY PLAN COMMISSION
MONDAY, FEBRUARY 21, 2011 - 6:30 PM
COUNCIL CHAMBERS, CITY HALL**

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

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

Hartz/ Skates motion to approve minutes of January 17th, 2010 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.

Continued Public Hearing on a Conditional Use Application filed by Michael Raymond Custom Homes, 2000 W. Main Street E., St. Charles, IL 60174 for construction of a new single-family residence in the ER-1 District using the setback requirements of the SR-4 District at 1641 N. Lake Shore Drive, Lake Geneva, WI 53147 Tax Key Number ZLM 00019. Ray Shaffer from Michael Raymond Custom Homes approached the podium to explain the re-submitted materials in reference to his project. Commissioner Flower asked the applicant to explain his adjustments from the previous submittal. Mr. Shaffer explains that they have adjusted the cantilever space (as floor space on the first floor), adjusted the height, addressed the drainage issue and repositioned the home to make sure all setbacks were achieved. The driveway was also adjusted to recognize the neighbor's easement. Brugger explains how the driveway will be laid out and be a ten foot minimum width even though some of it will still encroach on Mr. Shaffer's lot and will not be covered with an easement. There will be landscaping installed to assist in catching the water in the yard and funnel it to the street before it gets to the neighbors yard. Hartz reiterated that the driveway will be at least ten feet in width for the neighbor. Mr. Shaffer agrees and then explains how it currently is and how it will be only slightly changed. Flower asked about the 874 contour and how it appears that the slope is going into the trees. Are the trees expected to stop the flow? Brugger explains that it is the intent to have the landscape catch the flow of water and send it to the street.

Jean Heffernan, 1633 Lake Shore Drive approached the podium and asked questions about the drainage and also requests more time to have a real estate lawyer review the easement on the property.

Richard Pucci 1643 Lake Shore Drive approached the podium and explains that he has not had a chance to review the revised plans. He has concerns about the proposed size of the house as it is quite a bit larger than the one that is proposed to be taken down.

Mr. Shaffer re-approached the podium and explains the breakdown of the square feet of the home. He also explains how the green space will be larger than it is currently. Hartz asked if the Manor Architectural Review Committee had approved the plan. Mr. Shaffer stated that they had, but would not make any more recommendations to the Plan Commission. Mr. Pucci stepped back up to the podium and asked if the spacing between the homes could be more equal.

Marcy Hollmann, 1566 Orchard Lane. She states that she spoke with David Frost on Sunday and believed that the Architectural Committee had not approved the plan. She hopes that the Council takes

into consideration the small homes that are in the Manor and how the large homes hurt the value of these small homes.

Flower/Olson to close the Public Hearing. Motion carried. Discussion followed on the time frame of the proposal and whether it can be continued or not according to the ordinance. Brugger stated that he wasn't sure that the Commission was ever going to get a recommendation for the Architectural Committee as was understood by what Mr. Frost had spoken to Barney about this project. There was no agreement among the Board members so they will leave it with that as no comment. Skates asked if proposals had been approved without recommendation by the Architectural Review Committee from the Manor. Brugger explains how it is an unofficial/ informal committee as far as he knows. Typically if they have an opinion, they will let us know. Hartz/ Poetzinger motion to approve the Conditional Use Application filed by Michael Raymond Custom Homes, 2000 W. Main Street E., St. Charles, IL 60174 for construction of a new single-family residence in the ER-1 District using the setback requirements of the SR-4 District at 1641 N. Lake Shore Drive, Lake Geneva, WI 53147 Tax Key Number ZLM 00019 including Staff recommendations. Hartz wanted to make sure that everyone was aware that with a Conditional Use Application have a notice sent out to the neighbors within 300 feet of the property with that proposed use. He believes that this is done to protect the neighbors from having things done without being notified. Motion carried unanimously.

Continued Public Hearing on a Conditional Use Application filed by Lowell Management Services, Inc., PO Box 926, Lake Geneva, WI 53147 on behalf of John Salyer, 1695 Braymore Drive, Barrington, IL 60010, for an alteration to an existing deck with the addition of a screen house to an existing single family residence in the ER-1 District using the setback requirements of the SR-4 District and also for Lawn care located in the Lakeshore Overlay District at 845 Bayview Drive, Tax Key Number ZGB 00006. Todd Kaufman, with Lowell Management approved the podium to explain the change to the previous plan of the deck proposal. They will be keeping the original shape, the original patio and add screening to the lower level patio that is already there. The existing house is staying as is. The deck is the only thing that is being worked with. The existing patio on the lower level is staying as is as well. Mr. Kaufman explains that the owner has been in touch with the neighbor that was at the last Plan Commission meeting and he has seen the new proposal drawings and seems to be in favor of the new drawings. The new deck is scaled back quite a bit. Originally the deck was being squared off so it was parallel with the house and now it is back to 3'7" out from the existing deck on the south end. Flower/Skates motion to close the Public Hearing. Motion carried. Hartz/ Olson motion to approve the Conditional Use Application filed by Lowell Management Services, Inc., PO Box 926, Lake Geneva, WI 53147 on behalf of John Salyer, 1695 Braymore Drive, Barrington, IL 60010, for an alteration to an existing deck with the addition of a screen house to an existing single family residence in the ER-1 District using the setback requirements of the SR-4 District and also for Lawn care located in the Lakeshore Overlay District at 845 Bayview Drive, Tax Key Number ZGB 00006 including Staff recommendations specifically a condition of approval that the plant list be submitted prior to installation. Motion carried unanimously.

Public Hearing on zoning map amendments to assign standard zoning district designations on expired Planned Developments for the following locations: ZA1784 00001 Geneva Meadows - Wells Street and Bloomfield Road, Planned Development (PD) to Multi-Family Residential (MR-8); ZYUP 00001A, ZYUP 00131 and ZYUP 00153 Hillmoor - 95 E. Main Street, Planned Development (PD) to Rural Holding (RH), ZYUP 00001C (also Hillmoor) from Planned Development (PD) to Rural Holding and Single Family Residential (SR-4), and ZOP 00001 (also Hillmoor) from Planned Development (PD) to Single Family Residential (SR-4); all parcels mentioned are in the City of Lake Geneva. An additional clarification of the tax parcels for Hillmoor was read into the record. The parcels that will be rezoned to Rural Holding only are: ZYUP 00153, ZYUP 00131 and ZOP 00001. The parcel that will be rezoned Rural Holding and Single Family Residential (SR-4) is ZYUP 00001C and the parcel that will be rezoned only Single Family Residential (SR-4) is ZYUP 00001A.

Joanne Williams, 307 Water Street approached the podium on behalf of her and her neighbors in favor of the property being zoned back to the original zoning.

Bonnie Webber, 825 Waverly approached the podium and also stated that she is in favor of zoning the property back to the Rural Holding. She also hopes that the City can acquire the land if the opportunity presents itself. Brugger wanted to clarify for the audience that the two parcels that are proposed for single family residences are the two that abut directly up to the Crawford Subdivision area and are on the Master Plan as Single Family, so they are in accordance to that plan. Webber asked how many homes could be built on those parcels. Brugger stated that without seeing the topography, he doesn't know. He did show a map of where those parcels were located and what the size of them were. Webber approached the front where Brugger showed her the map. Mayor Connors stated that if anyone wanted to see that map, they could contact Jennifer Special.

Skates/Poetzinger motion to close the public hearing. Motion carried. Hartz asked why the large RH designated parcel is not being rezoned Private Recreation. Brugger stated that there is no zoning district specific to Private Recreation, however, that use is allowed in most zoning districts and he thought that this designation (RH) was the most appropriate to do that. Flower asked why ZYUP 00001C is dual zoned. Brugger replied that the Comprehensive Plan designates the two different types of zoning. We can always amend the Land Use Map (Comprehensive Plan) after it is zoned according to the original plan. Hartz/ Poetzinger motion to approve the zoning map amendments to establish standard zoning districts on expired Planned Developments for *Geneva Meadows* ZA1784 00001, Planned Development (PD) to Multi-Family Residential (MR-8); *Hillmoor* ZYUP 00153, ZYUP 00131 and ZOP 00001, Planned Development (PD) to Rural Holding (RH), ZYUP 00001C (also *Hillmoor*) from Planned Development (PD) to Rural Holding and Single Family Residential (SR-4), and ZYUP 00001A (also *Hillmoor*) from Planned Development (PD) to Single Family Residential (SR-4) Motion carried unanimously.

Public Hearing on a zoning map amendment of Single Family Residential (SR-4) to be placed on the a parcel located at N2292 Wilmot Blvd., recently annexed to the City of Lake Geneva more specifically described as LOT 3, THE WEST 33 FEET OF LOT 2 AND THE WEST 73 FEET OF LOT 7 OF PARADISE VISTA SUBDIVISION, LOCATED IN SECTION 1, TOWN 1 NORTH, RANGE 17 EAST, TOWN OF LINN, WALWORTH COUTY, WISCONSIN, TAX KEY NO. IPV-00001A. Brugger explains that in order to have the newly annexed parcel be placed onto our zoning map, this is the procedural way to do that and it also complies with the Comprehensive Plan. This is also the same as the temporary zoning that was placed on the parcel at the time of annexation. Hartz/ Skates motion to close the public hearing. Motion carried. Flower/ Skates motion to approve the zoning map amendment of Single Family Residential (SR-4) to be placed on the a parcel located at N2292 Wilmot Blvd., recently annexed to the City of Lake Geneva more specifically described as LOT 3, THE WEST 33 FEET OF LOT 2 AND THE WEST 73 FEET OF LOT 7 OF PARADISE VISTA SUBDIVISION, LOCATED IN SECTION 1, TOWN 1 NORTH, RANGE 17 EAST, TOWN OF LINN, WALWORTH COUTY, WISCONSIN, TAX KEY NO. IPV-00001A. Motion carried unanimously.

Public Hearing on , on a Petition for Direct Annexation by Unanimous Consent of Electors and Property Owners of territory located in the Town of Bloomfield, Walworth County, Wisconsin, to the City of Lake Geneva, Walworth County, Wisconsin, pursuant to Section 66.0217(2), Wisconsin Statutes, and Temporary Zoning (PB-Planned Business) filed by Leo C. and Madeleine Potter of the Leo C. and Madeleine L. Potter Revocable Trust, W2285 Townline Road, Lake Geneva, WI 53147, as the sole and only owners of record of all the real property in the territory sought to be annexed, such territory being more particularly described as: PART OF LOT 2 OF CERTIFIED SURVEY MAP NO. 3976 LOCATED IN PART OF THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 6, TOWN 1 NORTH, RANGE 18 EAST, WALWORTH COUNTY, WISCONSIN, MORE PARTICULARLY DSCRIBED AS FOLLOWS: COMMENCING AT A CONCRETE MONUMENT FOUND MARKING THE NORTH 1/4 CORNER OF SAID SECTION 6; THENCE S 02DEG 48MIN 17SEC E, 33.04 FEET TO THE NORTHERLY MOST CORNER OF SAID LOT 2; THENCE ALONG THE BOUNDARY OF SAID LOT 2, S 02DEG 48MIN 17SEC E, 19.66 FEET; THENCE CONTINUE ALONG THE BOUNDARY OF SAID LOT 2, N 89DEG 55MIN 57SEC E, 254.17 FEET TO THE POINT OF BEGINNING; THENCE CONTINUE

ALONG THE BOUNDARY OF SAID LOT 2, N 89DEG 55MIN 57SEC E, 142.53 FEET; THENCE CONTINUE ALONG THE BOUNDARY OF SAID LOT 2, S 54DEG 37MIN 07SEC E, 120.38 FEET; THENCE CONTINUE ALONG THE BOUNDARY OF SAID LOT 2, S 02DEG 39MIN 54SEC E, 177.70 FEET TO THE EASTERLY MOST CORNER OF SAID LOT2; THENCECONTINUE ALONG THE BOUNDARY OF SAID LOT 2, S 89DEG 53MIN 05SEC W, 316.11 FEET; THENCE N 31DEG 02MIN 14SEC E, 104.84 FEET; THENCE N 04DEG 44MIN 59SEC E, 158.39 FEET TO THE POINT OF BEGINNING. (1.41 ACRES). TAX KEY NUMBER MA3976 00002. Attorney John Olson approached the podium on behalf of his clients the Potters. This carries out the agreement that was previously approved at prior meetings. Skates/ Olson motion to close the public hearing. Motion carried. Hartz/ Skates motion to approve the annexation as presented and assigning the temporary zoning of Planned Business and applying the terms of the previously approved pre-annexation agreement (in regards to the billboard sign) for Tax Key Number MA3976 00002. Motion carried.

Continued deliberation and decision on a Conditional Use Application filed by Benny Singh, 1840 Prestwick Drive, Lake Geneva, WI 53147 to allow for a sign with electrical message center at 797 Wells Street, Tax Key Number ZOP 00399. A photo was included in the packet to show a frame that was made to go around the electronic message center as requested. Flower/ Hill to approve the Conditional Use Application filed by Benny Singh, 1840 Prestwick Drive, Lake Geneva, WI 53147 to allow for a sign with electrical message center at 797 Wells Street, Tax Key Number ZOP 00399 for the hours that they are open (9am - 9pm) and including the Staff recommendations. Skates asked if the applicants intend to keep the spotlight over the area where the LED lighted sign will be. Brugger stated that he believed so but if it was not necessary, that they would not have it on. Flower commented that she thought the whole façade turned out very nicely. Motion carried.

Review and Recommendation on a Certified Survey Map for a Lot Line Adjustment submitted by the Frandolig Family Loving Trust, W3320 S. Lake Shore Drive, Lake Geneva, WI 53147, for land located in the Town of Linn within the City's Extra-Territorial Platting jurisdiction. The applicants are in the process of purchasing the property and it is currently in a non-conforming state. There are two homes on one parcel and the parcel is not large enough in square footage to accommodate two single family homes and in order for them to apply for conforming status, the zoning ordinance states that they need at least 40,000 sq. ft. per dwelling unit. So, they would like to add land to the parcel and have some other zoning to go through to get it conforming through Planned Development but at least they will have the property density per the County Zoning ordinance with this lot line adjustment. There are no new lots being made, only a lot line adjustment. Hartz/ Olson motion to recommend approval to the Council a Certified Survey Map for a Lot Line Adjustment submitted by the Frandolig Family Loving Trust, W3320 S. Lake Shore Drive, Lake Geneva, WI 53147, for land located in the Town of Linn within the City's Extra-Territorial Platting jurisdiction. Motion carried.

Review and Recommendation on an easement proposed by AT&T at the Host Drive water tower site at 1003 Host Drive. This item has been to Council and recommended to Plan Commission for review. Public Works has also reviewed this and recommend approval to the Council. Brugger stated that the applicant needs to run some underground utility wires and install a cabinet and would like to do that within an easement. This area is directly east of the existing box that is already there and the bike path. Skates/ Poetzinger to recommend an approval for an easement proposed by AT&T at the Host Drive water tower site at 1003 Host Drive including Staff recommendations. Exhibit A shows that they are tying their additional easement into the 8' foot easement already from Host Drive to the back side of the water tower. Then they would also like to add on a 6' wide easement for the lines where they already have a pedestal. They would like to add a new pedestal (10x10) to be placed behind the existing transformer. Motion carried unanimously.

Discussion and Concept Plan review on a proposed Planned Development submitted by Maureen Marks 834 Dodge Street Lake Geneva, WI 53147 for land located at 834 Dodge Street Lake Geneva, WI 53147 Tax Key Number ZOP 00097. Maureen Marks 834 Dodge Street approached the podium and explained her proposal. She would like to turn this property into a Bed & Breakfast. She explains how according to the ordinance requirements, she will need some flexibility. Brugger wants to clarify that the only place that she will need a fence is on the South property line. If she put the fence up according to the ordinance, it would be right outside the neighbor's window. Both requirements that she is seeking flexibility from are located within the Landscaping section of the ordinance. She is required to have a bufferyard area (a 20 ft setback, a 6' fence and a certain amount of landscaping). Her proposal is to achieve the entire buffer on that stretch just with landscaping material and a 17' setback instead of the 20' setback along the South property line. Skates asked how the parking will be handled. Marks stated that right behind the building is an area that is an unpaved driveway. The visitors will be able to park off the street onto the property. She also had a garage on the back of the other lot. Flower asked how they will fit two vehicles, plus hers with the landscaping that is required. Brugger stated that the driveway has a 5 foot setback from the property line and the landscaping will be going in that five foot setback. She would only need 10' for the driveway and that would leave her with a couple more feet. Discussion followed on the specifics of the property in regards to setbacks from the neighboring property and dimensions of the driveway. Hartz asked about the signage. Marks replied that she hopes to repurpose a sign she had from a previous Bed & Breakfast and turn it into a monument sign. Discussion followed on parking near the garage. Brugger asked Marks if she would be opposed to paving alongside the garage as opposed to behind the house for additional parking. This would be for the visitor parking (2 spaces). Marks stated that she would not have a problem with that. Brugger stated that there would still need to be some flexibility with that option as well. There was favorable feedback for this project from the Commissioners.

Downtown Design Review

RadioShack, 737 Main Street. Would like to include this wooden sign as a 3 square foot projecting sign (perpendicular to the wall face) in addition to their non-illuminated aluminum sign. It was asked that this item will be brought back for placement identification at next months meeting.

Bella Tile and Stone, 239 Cook Street. The sign is 16 sq ft. Hartz/Skates motion to approve the Bella Tile & Stone sign as depicted in the picture. Motion carried.

Flower/Skates motion to adjourn at 8:13 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: February 21, 2011

Agenda Item #6

Applicant:

Michael Raymond Custom Homes
2000 W. Main Street E.
St. Charles, IL 60174

Request:

Conditional Use for Construction of a new single-family residence in the ER-1 district using setback requirements of the SR-4 District at 1641 N. Lake Shore Drive.

Description: The applicant would like to raze the existing single family dwelling and construct a new dwelling utilizing the setback requirements of the SR-4 District.

Staff Recommendation: Staff review of the submitted site plan finds it is in compliance with ordinance requirements. Staff has no objection to approval.

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:

Lowell Management Services / John Salyer
PO Box 926/ 1695 Braymore Drive
Lake Geneva, WI 53147 / Barrington, IL 60010

Request:

Conditional Use for an alteration to an existing deck
with the addition of a screen house to an existing single
family residence in the ER-1 District using setback
Requirements of the SR-4 District and also for Lawn Care
Located in the Lakeshore Overlay District at 1845
Bayview Dr.

Description: The applicant would like to be able to modify their existing passive recreation area to alter an existing deck and to screen in an area under the deck. All modifications are above an existing brick patio. The plan has been modified so that no new construction will take place in the Lakeshore Overlay zoning area. The only alteration in the Lakeshore Overlay is to remove non-conforming lawn grass and replace it with landscaping.

Staff Recommendation: Staff has no objection to the request as the proposed modifications do not expand the existing passive recreation area disturbance within the Lakeshore Overlay district. The applicant has also proposed to restore some of the existing passive recreation area consisting of lawn grass with natural landscaping. As the specific planting have not yet been determined staff would request a condition on any approval that the plant list be submitted to staff for approval prior to installation.

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:

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

Request:

Zoning map amendments on expired Planned
Developments in the City specifically ZA1784 00001,
Geneva Meadows and ZOP 00001, ZYUP 00001A,
ZYUP 00131, ZYUP 00153 and ZYUP 00001C(Hillmoor).

Description: The Planned Development General Development Plan approvals on these parcels have expired and the undeveloped parcels need standard zoning.

Staff Recommendation: Staff would recommend approval as the proposed zoning designations are consistent with the recommendations in the Comprehensive Plan. Specifically, the plan recommends multi-family zoning, MR-8, for the Geneva Meadows parcel ZA1784 00001. The plan recommends private recreation zoning which would be allowed in all districts except GI and HI industrial for Hillmoor parcels ZYUP 00131, ZYUP 00153, ZYUP 00001A, and a portion of ZYUP 00001C; staff is recommending RH Rural Holding zoning for these parcels as it was the zoning in effect prior to PD approval. The plan recommends single family residential zoning, SR-4, for Hillmoor parcel ZOP 00001 and a portion of ZYUP 00001C.

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

1. The proposed Official Zoning Map amendment further the purposes of this Chapter as outlined in Section 98-005 and the applicable rules and regulations of the Wisconsin Department of Natural Resources and the Federal Emergency Management Agency.
2. The proposed amendment to the Official Zoning Map maintains the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.
3. The undeveloped portion of the expired Planned Development General Development Plan needs to be assigned a standard zoning designation.
4. The proposed amendment to the Official Zoning Map is consistent with the recommendations in the Comprehensive Plan.

Agenda Item #9

Applicant:

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

Request:

Zoning Map Amendment on recently annexed property to the City on the corner of Wilmot Blvd and South Street.

Description: This recently annexed parcel needs to be included on the official zoning map.

Staff Recommendation: Staff would recommend approval of SR-4 Single Family Residential zoning for this parcel in accordance with the recommendation in the Comprehensive Plan.

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

1. The proposed Official Zoning Map amendment further the purposes of this Chapter as outlined in Section 98-005 and the applicable rules and regulations of the Wisconsin Department of Natural Resources and the Federal Emergency Management Agency.
2. The newly annexed territory needs to be assigned a permanent zoning category.
3. The proposed amendment to the Official Zoning Map maintains the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property.

Agenda Item #10

Applicant:

Leo and Madeleine Potter Rev. Trust
W2285 Townline Road
Lake Geneva, WI 53147

Request:

Petition for Direct Annexation to the City of Lake Geneva from the Town of Bloomfield for part of land located at Townline and Edwards Blvd. Tax Key Number MB3976 00002.

Description: The applicant would like to annex this parcel to have access to City services.

Staff Recommendation: Staff would recommend approval of the annexation and assign temporary zoning of PB Planned Business as the annexation and zoning designation are consistent with the recommendations of the Comprehensive Plan and the approved pre-annexation agreement.

Agenda Item #11

Applicant:

Benny Singh
1840 Prestwick Drive
Lake Geneva, WI 53147

Request:

Conditional Use Application to allow for a sign with electrical message center at 797 Wells Street.

Description: The applicants would like to install an electronic message center sign. The applicant was asked to submit a plan for a frame around the message center sign and has done so.

Staff Recommendation: Staff has no objection as the applicant is aware of the limitation that the sign message cannot change more than once every 60 seconds. The frame is consistent with the existing business identification sign

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 #12

Applicant:

Frandolig Family Loving Trust
W3320 S. Lake Shore Drive
Lake Geneva, WI 53147

Request:

Review and Recommendation on a Certified Survey Map
for Lot Line Adjustment for land located in the Town of
Linn located within the City's Extra-Territorial Platting
Jurisdiction.

Description: The applicant would like to adjust the lot line between parcels to add enough square footage to an existing lot with two existing dwelling in order to bring the lot into compliance with zoning requirements.

Staff Recommendation: Staff would recommend approval as the CSM does not create additional buildable lots and will eliminate a non-conforming situation.

Agenda Item #13

Applicant:

AT&T

Request:

Review and Recommendation on an easement proposed at the Host Drive water tower site at 1003 Host Drive.

Description: The applicant would like to obtain an easement for utility lines at the Host Drive water tower site.

Staff Recommendation: Staff has no objection.

Agenda Item #14

Applicant:

Maureen Marks
834 Dodge Street
Lake Geneva, WI 53147

Request:

Discussion and Concept Plan review on a proposed Planned Development for land located at 834 Dodge Street.

Description: The applicant would like to operate a Bed and Breakfast renting two bedrooms out of her existing single family dwelling. She is applying for PD zoning to allow for flexibility on the landscape requirements for buffer yards. The ordinance would require a setback of 20 feet with a 6 foot solid fence in addition to landscape plantings. The rear of the existing structure is 17 feet from the property line and the adjacent dwelling butts up to that property line. If a fence were to be installed, it would only be a few feet from the adjacent structure. The applicant would propose a buffer of landscape plantings only.

Staff Recommendation: Staff has no objection to the request for a Bed and Breakfast nor the requested flexibility. Staff feels that a dense vegetative buffer would adequately serve as a buffer.

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



Zoning Administrator

CONDITIONAL USE RESOLUTION 11-R08

A Resolution authorizing issuance of a Conditional Use Permit for construction of a new single-family residence in the ER-1 District using the setback requirements of the SR-4 District at 1641 N. Lake Shore Drive, Lake Geneva, WI 53147, Tax Key Number ZLM 00019

WHEREAS, the City Plan Commission has considered the application filed by Michael Raymond Custom Homes, 2000 W. Main Street, E., St. Charles, IL 60174; and

WHEREAS, The City Plan Commission held a Public Hearing thereon pursuant to proper notice given on February 21, 2011.

NOW, THEREFORE, BE IT RESOLVED, that the Zoning Administrator be, and is hereby authorized, to issue a Conditional Use Permit to Michael Raymond Custom Homes, 2000 W. Main Street, E., St. Charles, IL 60174, for construction of a new single-family residence in the ER-1 District using the setback requirements of the SR-4 District at 1641 N. Lake Shore Drive, Lake Geneva, WI 53147, Tax Key Number ZLM 00019, including all staff recommendations.

Granted by action of the Common Council of the City of Lake Geneva this 28th day of February, 2011.

James R. Connors, Mayor

ATTEST:

Jeremy A. Reale, City Clerk

CONDITIONAL USE RESOLUTION 11-R09

A Resolution authorizing issuance of a Conditional Use Permit for an alteration to an existing deck with the addition of a screen house to an existing single-family residence in the ER-1 District using the setback requirements of the SR-4 District, and also for lawn care located in the Lakeshore Overlay District at 845 Bayview Drive, Lake Geneva, WI 53147, Tax Key Number ZGB 00006

WHEREAS, the City Plan Commission has considered the application filed by Lowell Management Services, Inc., P.O. Box 926, Lake Geneva, WI 53147, on behalf of John Salyer, 1695 Braymore Drive, Barrington, IL 60010; and

WHEREAS, The City Plan Commission held a Public Hearing thereon pursuant to proper notice given on February 21, 2011.

NOW, THEREFORE, BE IT RESOLVED, that the Zoning Administrator be, and is hereby authorized, to issue a Conditional Use Permit to Lowell Management Services, Inc., P.O. Box 926, Lake Geneva, WI 53147, for an alteration to an existing deck with the addition of a screen house to an existing single-family residence in the ER-1 District using the setback requirements of the SR-4 District, and also for lawn care located in the Lakeshore Overlay District at 845 Bayview Drive, Lake Geneva, WI 53147, Tax Key Number ZGB 00006, including all staff recommendations.

Granted by action of the Common Council of the City of Lake Geneva this 28th day of February, 2011.

James R. Connors, Mayor

ATTEST:

Jeremy A. Reale, City Clerk

John and Barbara Salyer Residence
845 Bayview Road
Lake Geneva WI 53147

Intended Use Description -

Zoning – ER.

Single Family Residential Sewered – Existing, No Change

Site Info –

Existing Single Family Residence To Remain, No Change

Lot Area – 18,502.87 SF - .425 Acres

Dwelling Floor Area – 2,549 SQ FT

Dwelling Floor Area Ratio – 13.7%

Impervious Surface Area – 5,322 SQ FT

(Including house floor area)

Impervious Surface Ratio – 28.7%

Building Height – 13’-4”

(Measured grade at street side entry to ridge)

Added Deck Area -

within the 100’ lake setback.

Original Deck – 556 SQ FT

Added Deck – 24 SQ FT (within the 100’ lake setback)

New Natural Landscape Area By Shore Path/ Lakeshore – 192 SQ FT min.

The existing interior and exterior of house to remain as is.

No floor area change or exterior material changes.

Deck material and finishes to match the existing deck areas to remain.

Lower outdoor passive recreational area to remain as is with screening added at deck columns to improve usage.

Retaining wall to be reworked to repair & improve neighbors sight line

Natural landscape are will be added by existing terrace. Approximately 150 SF

Additional Natural Landscape Area by Lake Path & Lake Shore of 192 Sq Ft min

This deck is being changed as an improvement in the existing use and appearance to the residence and will not negatively impact neighbors.

Sayler surrounding neighbors within 300' -

ZGB 00002	Bonnie L. Clatch 18 Friar Tuck Lincolnshire, IL 60069
ZGB 00003	Thomas & Virginia Frattinger 1350 Avalon Court Wheaton, IL 60189
ZGB 00004	Robert & Mary Byers 3378 St. Augustine Road Saukville, WI 53080
ZGB 00005	Robert Larson 2403 Comstock Court Naperville, IL 60564
ZGB 00007	Tico Inc.
ZGB 00010	1809 South Route 31 McHenry, IL 60050
ZGB 00008	Bill & Carla Young 1119 Sheridan Road Winnetka, IL 60093
ZGB 00009	Birdell J. Brellenthin 35 North Lake Shore Drive Lake Geneva, WI 53147
ZGB 00026	Michael Wisbrod 9933 St. Moritz Drive Fort Myers, FL 33913
ZGB 00028	Virginia Magda Living Trust 2060B NE Ocean Blvd. Stuart, FL 34996
ZA254600001	Covent Harbor Bible Camp 1724 Main Street Lake Geneva, WI 53147

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

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

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

III. JUSTIFICATION OF THE PROPOSED CONDITIONAL USE

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

PROPOSED CHANGE WILL ENHANCE PROPERTY & LAKESHORE WHICH WILL BE A BENEFIT TO THE NEIGHBORHOOD AND FEEL WITHIN THE POLICIES & PROGRAMS OF THE CITY OF LAKE GENEVA COMPREHENSIVE PLAN, URBAN LAND USE CATEGORY, SINGLE FAMILY RESIDENTIAL, URBAN.

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?

PROPOSED CONDITIONAL USE ENHANCES THE PROPERTY AND WAS DESIGNED FOLLOWING THE SINGLE FAMILY RESIDENTIAL AND NATURAL RESOURCES GUIDELINES IN THE CITY OF LAKE GENEVA COMPREHENSIVE PLAN.

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 MAIN GOAL IS FOR THE NEIGHBORHOOD AND LAKESHORE TO BE ENHANCED BUT NOT CHANGE THE AESTHETICS OF EITHER. NEW DECK IS TO REPLACE AN EXISTING DECK IN THE SAME LOCATION. ALL NEW DESIGN, NATURAL LANDSCAPE AREA HAVE BEEN DONE TO NOT DISTURB LAKESHORE, TOPOS OR GROUNDWATER

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?

CONDITIONAL USE IS FOR AN ENHANCEMENT AND A HIGHER QUALITY OF USE OF AN EXISTING SINGLE FAMILY RESIDENCE. THIS WILL NOT CHANGE LAND USE OR THE LAND USE INTENSITY.

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?

LOCATION & SIZE OF THE PROPOSED CONDITIONAL USE TO CLOSELY MATCH EXISTING CONDITIONS AND WILL NOT BE A BURDEN TO CITY SERVICES, OR NEIGHBORHOOD UTILITIES & SERVICES AND WILL NOT IMPACT LAKE SHORE. WE WILL PROVIDE A NEW NATURAL LANDSCAPE AREA BY LAKE SHORE.

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?

IMPROVED NATURAL LANDSCAPE AREAS & ENHANCED NEIGHBORHOOD WILL PROVIDE A BETTER LAKE SHORE ENVIRONMENT WITHOUT A NEGATIVE IMPACT.

IV. FINAL APPLICATION PACKET INFORMATION

____ Receipt of 5 full scale copies in blue line or black line of complete Final Application Packet by Zoning Administrator: Date: _____ by: _____

____ Receipt of 25 reduced (8.5" by 11" text and 11" x 17" graphics) copies of complete Final Application Packet by Zoning Administrator: Date: _____ by: _____

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

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

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

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

APPLICATION FOR CONDITIONAL USE

City of Lake Geneva

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

LOT 6 OF BLOCK 1 OF GENEVA BAY ESTATES. LOCATED IN NW 1/4 OF SEC 7
TOWN 1 NORTH RANGE 17 EAST OF THE SW 1/4 OF THE SE 1/4 SECT. 35, TOWN 2 NORTH
RANGE 17 EAST CITY OF LAKE GENEVA, WILSON COUNTY, WI.

NAME AND ADDRESS OF CURRENT OWNER:

JOHN & BARBARA SLYER 1695 S. BRAYMORE DR.
BARRINGTON, IL 60010-6453

TELEPHONE NUMBER OF CURRENT OWNER:

847-271-5876

NAME AND ADDRESS OF APPLICANT:

LOWELL MANAGEMENT SERVICE P.O. Box 926
LAKE GENEVA, WI 53147

TELEPHONE NUMBER OF APPLICANT:

PROPOSED CONDITIONAL USE:

REBUILD EXISTING DECK WITH NEW LOWER LEVEL SUN ROOM/
SCREEN PORCH. PORTION OF EXISTING/NEW DECK BEYOND
100' LAKE SETBACK.

ZONING DISTRICT IN WHICH LAND IS LOCATED:

ER-1

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

ARCHITECT - TODD CAUFFMAN - LOWELL MANAGEMENT SERVICES
CIVIL/SITE ENGINEER - FARRS, HANSEN & ASSOC. P.O. Box 937 ELKHORN, WI 53121
CONTRACTOR - LOWELL MANAGEMENT SERVICES - P.O. Box 926, LAKE GENEVA, WI

SHORT STATEMENT DESCRIBING ACTIVITIES TO BE CARRIED ON AT SITE:

REMOVE PORTION OF EXISTING DECK FOR NEW DECK. REWORK
EXISTING LS REMAINING WALL & TERRACE FOR NEW DESIGN.

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

DEC 26, 2010

DATE

SIGNATURE OF APPLICANT

AGREEMENT FOR SERVICES

REIMBURSABLE BY THE PETITIONER / APPLICANT. The City may retain the services of professional consultants (including planners, engineers, architects, attorneys, environmental specialists, recreation specialists, and other experts) to assist in the City's review of a proposal coming before the Plan Commission and/or Common Council. The submittal of a development proposal application or petition by a Petitioner shall be construed as an agreement to pay for such professional review services applicable to the proposal including any finance charges that may accrue. The City may apply the charges for these services to the Petitioner. The City may delay acceptance of the application or petition as complete, or may delay final approval of the proposal, until the Petitioner pays such fees. Review fees which are applied to a Petitioner and which are not paid, may be assigned by the City as a special assessment to the subject property. Petitioner hereby expressly waives any notice and hearing requirements provided in Wis. Stats. § 66.0701 or any additions or amendments to this section. Petitioner further authorizes the City Treasurer or City Clerk to levy and collect review fees and additional fees upon the affidavit of the City Administrator or the Zoning Administrator stating that such fees are reasonable and that payment is overdue. The Petitioner shall be required to provide the City with an executed copy of the following form as a prerequisite to the processing of the development application:

SCOTT LOWELL, LOWELL MANAGEMENT, as applicant/petitioner for:
Name: JOHN & BARBARA SALYER
Address: ^{SITE ADDRESS} 845 BAYVIEW ROAD ^{HOME ADDRESS:} 1695 S. BRAYMORE PR.
LAKE GENEVA, WI 53147 BARRINGTON, IL 60010-
Phone: 847-271-5876 6453

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

Dated this 06 day of DECEMBER, 2010.

SCOTT LOWELL - AGENT
Printed name of Applicant/Petitioner
Scott Lowell - Agent
Signature of Applicant/Petitioner

CONDITIONAL USE RESOLUTION 11-R10

A Resolution authorizing issuance of a Conditional Use Permit to allow for a sign with electrical message center at 797 Wells Street, Lake Geneva, WI 53147, Tax Key Number ZOP 00399

WHEREAS, the City Plan Commission has considered the application filed by Benny Singh, 1840 Prestwick Drive, Lake Geneva, WI 53147; and

WHEREAS, The City Plan Commission held a Public Hearing thereon pursuant to proper notice given on February 21, 2011.

NOW, THEREFORE, BE IT RESOLVED, that the Zoning Administrator be, and is hereby authorized, to issue a Conditional Use Permit to Benny Singh, 1840 Prestwick Drive, Lake Geneva, WI 53147, to allow for a sign with electrical message center at 797 Wells Street, Lake Geneva, WI 53147, Tax Key Number ZOP 00399, including all staff recommendations.

Granted by action of the Common Council of the City of Lake Geneva this 28th day of February, 2011.

James R. Connors, Mayor

ATTEST:

Jeremy A. Reale, City Clerk

ORDINANCE NO. 11-08

AN ORDINANCE TO AMEND THE ZONING MAP OF THE CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN

WHEREAS, by recommendation of the Plan Commission a Zoning Map Amendment is made with the City of Lake Geneva, Walworth County, Wisconsin (the "City"), to assign standard zoning district designations on certain expired Planned Developments, all being situated entirely within the corporate boundaries of the City; and

WHEREAS, the City Plan Commission has convened a public hearing on the matter of the proposed Zoning Map Amendments, on February 21, 2011; and

WHEREAS, the City Plan Commission has recommended approval of the proposed Zoning Map Amendments;

NOW, THEREFORE, the Common Council of the City of Lake Geneva, Walworth County, Wisconsin, does ordain as follows:

1. Pursuant to the provisions of Section 98-903 of the City Zoning Ordinance, the zoning classifications of the below-described properties are changed as follows:

Tax Key ZA1784 00001, Geneva Meadows, from Planned Development (PD) to Multi-Family Residential (MR-8);

Tax Keys ZYUP 00153, ZYUP 00131, and ZOP 00001, Hillmoor, from Planned Development (PD) to Rural Holding (RH);

Tax Key ZYUP 00001C, Hillmoor, from Planned Development (PD) to Rural Holding (RH) and Single Family Residential (SR-4);

Tax Key ZYUP 00001A, Hillmoor, from Planned Development (PD) to Single Family Residential (SR-4)

2. The zoning map of the City of Lake Geneva, Walworth County, Wisconsin shall be amended in accordance with the above classification of properties.

3. This Ordinance shall take effect upon passage and publication as provided by law.

4. Adopted, passed and approved by the Common Council of the City of Lake Geneva, Walworth County, Wisconsin, this _____ day of _____ 2011.

ATTEST:

James R. Connors, Mayor

Jeremy A. Reale, City Clerk

First Reading: 2/28/11
Second Reading: _____
Adopted: _____
Published: _____

ZONING MAP AMENDMENT

Name and address of Applicant:

City of Lake Geneva
626 Geneva St.
Lake Geneva, WI 53147

Telephone No of Applicant: Area Code (262) 248-3673

Name and address of Current Owner:

24MP-1A WC Scotti Kurofsky LLC
24MP-131 C/O Kennedy Funding Inc
Paul Feffer
Two University Plaza Ste 402
Hackensack, NJ 07601

24MP Wight River Crossing LLC
133 C/O Kennedy Funding Inc
Paul Feffer
Two University Plaza Ste 402
Hackensack, NJ 07601

Telephone No of Current Owner: Area Code () NA

Address and legal description of property (required) - attach separate sheet if necessary:

24MP0001A => PT SE 1/4 SEC 25 T2 N R17E DESC. AS: COM IN E LN. Waverly Ave 150' S of SLN Water
ST IN G.L. Crawford's MFG CO ADD, E TO STR MILL POND AS FORMERLY MAINTAINED.
24MP0012A => PT NW 1/4 SEC 31 T2N R18E DESC. AS: COM NW COR SEC 31, E 2058' S 148' TO C/L Hwy,
SW TO W SEC LN, N 1900' TO 908 - EXC CSM 1294 - CITY OF LAKEGENEVA
24MP00153 => COM SW COR SEC 30, E 2055.46' N0D20'30"E 15.38', N88D40'30"W 95.50',
NDD18'30"E 230.82', S89D20'30"E 95.76', S0D20'30"W 3.25', S89D20'30"E

Zoning Classification change from PD to RH (Rural Holding)

Reason for requesting Proposed Amendment: The approved General Development
plan has expired and standard zoning designation needs
to be assigned to the undeveloped property.

Proposed use of property: None at this time.

Fee of \$400.00 payable upon filing application.



Jan 28, 2011
Date

Signature of Applicant

ZONING MAP AMENDMENT

Name and address of Applicant:

City of Lake Geneva
626 Geneva St.
Lake Geneva, WI 53147

Telephone No of Applicant: Area Code (262) 248-3673

Name and address of Current Owner:

WC Scotti Kunofsky LLC
40 Kennedy Funding, Inc.
PAUL FEFFER
TWO University Plaza STE 402
HACKENSACK, NJ 07601

Telephone No of Current Owner: Area Code () NA

Address and legal description of property (required) - attach separate sheet if necessary:

Z444-00001C => COM SE COR SEC 25 T2N R17E, S89D48'W 625.11'
N16D17'W 200.17' N12D35'E 213.89' N2D29'E 166.12' N15D33'E
113.58' N39D00'30"W 210.52'

Zoning Classification change from PD to RH (Rural Holding) + SR-4 (Single Family Resid.)

Reason for requesting Proposed Amendment: The approved General Development plan has expired and standard zoning designation needs to be assigned to the undeveloped property.

Proposed use of property: None at this time.

Fee of \$400.00 payable upon filing application.



Jan 28, 2011
Date

Signature of Applicant

ZONING MAP AMENDMENT

Name and address of Applicant:

City of Lake Geneva
10210 Geneva St.
Lake Geneva, WI 53147

Telephone No of Applicant: Area Code 1262 248-3673

Name and address of Current Owner:

WC Scotti Kurnofsky LLC
C/O Kennedy Funding, Inc.
Paul Feller
Two University Plaza Ste 402
Hackensack, NJ 07601

Telephone No of Current Owner: Area Code () NA

Address and legal description of property (required) - attach separate sheet if necessary:

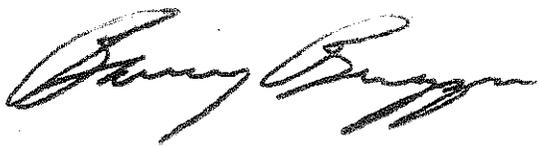
20' 0001 => COM NE COR NE 1/4 SEC 36, W 277', S 277', S 28D 37 1/2' W 314.5',
S 65 D 15' W TO PT 644' S OF N LN SD 1/4 SEC, E TO E SEC LN, N TO
POB. Original Plat City of Lake Geneva.

Zoning Classification change from PD to SR-4 / Single Family Resid.

Reason for requesting Proposed Amendment: The approved General Development
plan has expired and standard zoning designation
needs to be assigned to the undeveloped property.

Proposed use of property: None at this time.

Fee of \$400.00 payable upon filing application.



Jan 28, 2011
Date

Signature of Applicant

**CITY OF LAKE GENEVA PROCEDURAL CHECKLIST FOR:
AMENDMENT OF OFFICIAL ZONING MAP (Requirements per Section 98-903)**

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

I. RECORDATION OF ADMINISTRATIVE PROCEDURES

___ Pre-submittal staff meeting scheduled:

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

Follow-up pre-submittal staff meetings scheduled for:

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

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

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

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

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

II. APPLICATION SUBMITTAL PACKET REQUIREMENTS

Prior to submitting the 25 final complete applications as certified by the Zoning Administrator, the Applicant shall submit 5 initial draft application packets for staff review, followed by one revised draft final application packet based upon staff review and comments.

Initial Packet (5 Copies to Zoning Administrator) Date: _____ by: _____

↓ Draft Final Packet (1 Copy to Zoning Administrator) Date: _____ by: _____

↓
 (a) A copy of the Current Zoning Map of the subject property and vicinity:

- Showing all lands for which the zoning is proposed to be amended;
- Showing all other lands within 300 feet of the subject property;
- Referenced to a list of the names and addresses of the owners of said lands;
- Map and all its parts are clearly reproducible with a photocopier;
- Map size of 11" by 17" and map scale not less than one inch equals 800 ft;
- All lot dimensions of the subject property provided; *average*
- Graphic scale and north arrow provided.

(b) A copy of the Land Use Plan Map of the subject property and vicinity:

(c) Written justification for the proposed map amendment:

- Indicating reasons why the Applicant believes the proposed map amendment is in harmony with the recommendations of the City of Lake Geneva Master Comprehensive Plan, particularly as evidenced by compliance with the standards set out in Section 98-903(4)(c)1.-3. (See following page.)

III. JUSTIFICATION OF THE PROPOSED ZONING MAP AMENDMENT

1. How does the proposed Official Zoning Map amendment further the purposes of the Zoning Ordinance as outlined in Section 98-005 (and, for floodplains or wetlands, the applicable rules and regulations of the Wisconsin Department of Natural Resources (DNR) and the Federal Emergency Management Agency (FEMA))?

See attached

2. Which of the following factors has arisen that are not properly addressed on the current Official Zoning Map? (Please provide explanation in space below.)

- a. The designations of the Official Zoning Map should be brought into conformity with the Comprehensive Plan;
- b. A mistake was made in mapping on the Official Zoning Map. (That is, an area is developing in a manner and purpose different from that for which it is mapped.) NOTE: If this reason is cited, it must be demonstrated that the discussed inconsistency between actual land use and designated zoning is not intended, as the City may intend to stop an undesirable land use pattern from spreading;
- c. Factors have changed, (such as the availability of new data, the presence of new roads or other infrastructure, additional development, annexation, or other zoning changes), making the subject property more appropriate for a different zoning district;
- d. Growth patterns or rates have changed, thereby creating the need for an Amendment to the Official Zoning Map.

See attached

3. How does the proposed amendment to the Official Zoning Map maintain the desired consistency of land uses, land use intensities, and land use impacts as related to the environs of the subject property?

See attached

IV. FINAL APPLICATION PACKET INFORMATION

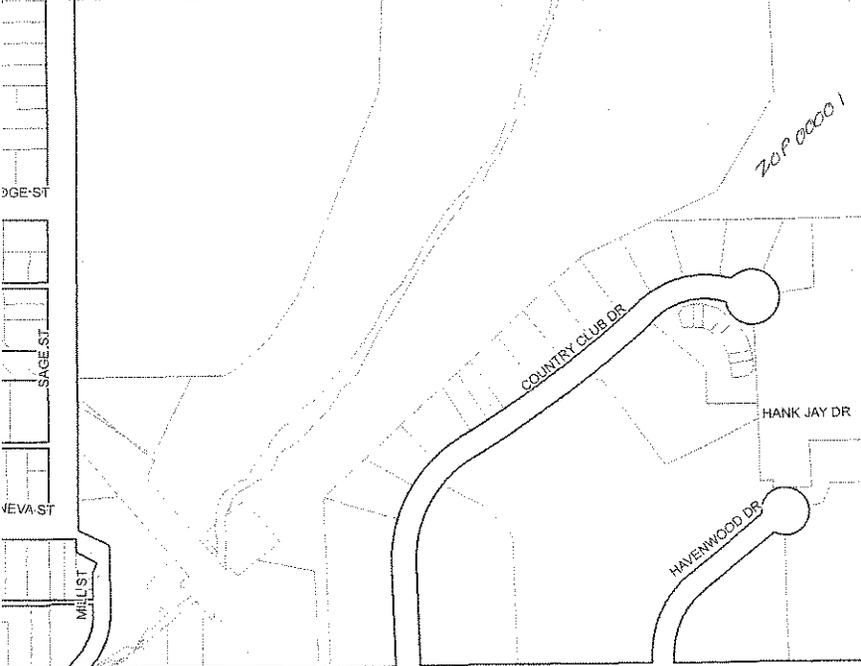
- Receipt of 5 full scale copies in blue line or black line of complete Final Application Packet by Zoning Administrator: Date: _____ by: _____
- Receipt of 25 reduced (8.5" by 11" text and 11" x 17" graphics) copies of complete Final Application Packet by Zoning Administrator: Date: Feb 11th by: JS
- Certification of complete Final Application Packet and required copies to the Zoning Administrator by City Clerk: Date: Jan 31st by: BB
- Class 2 Legal Notice sent to official newspaper by City Clerk: Date: Jan 28th by: JS
- Class 2 Legal Notice published on Feb. 3rd 2011 and Feb. 10th 2011 by: JS



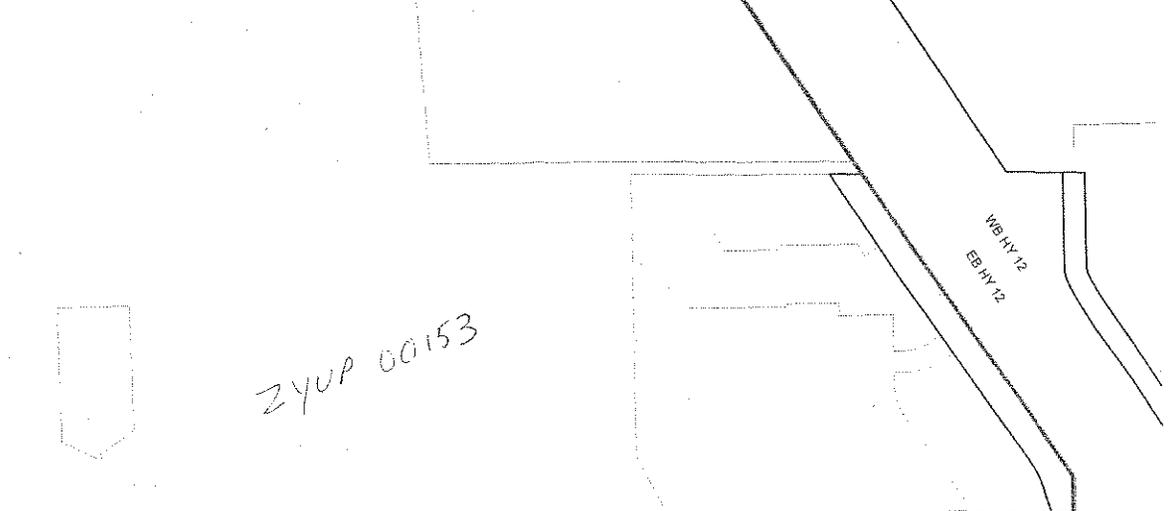
ZYUP 00001C



ZYUP 00001A



ZYUP 00001



ZYUP 00153



ZYUP 00131

DGE ST
SAGE ST
NEVA ST
MILL ST

WB HY 12
EB HY 12

HY 50

E MAIN ST

WEST DR

HICKWOOD BLVD

EAST DR

N EDWARDS BLVD

ORDINANCE NO. 11-09

AN ORDINANCE TO AMEND THE ZONING MAP OF THE CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN

WHEREAS, by recommendation of the Plan Commission a Zoning Map Amendment is made with the City of Lake Geneva, Walworth County, Wisconsin (the "City"), to rezone certain real property recently annexed to the City at N2292 Wilmot Blvd., more specifically described as LOT 3, THE WEST 33 FEET OF LOT 2 AND THE WEST 73 FEET OF LOT 7 OF PARADISE VISTA SUBDIVISION, LOCATED IN SECTION 1, TOWN 1 NORTH, RANGE 17 EAST, TOWN OF LINN, WALWORTH COUNTY, WISCONSIN, Tax Key Number IPV 00001A, all being situated entirely within the corporate boundaries of the City; and

WHEREAS, the City Plan Commission has convened a public hearing on the matter of the proposed Zoning Map Amendment, on February 21, 2011; and

WHEREAS, the City Plan Commission has recommended approval of the proposed Zoning Map Amendment;

NOW, THEREFORE, the Common Council of the City of Lake Geneva, Walworth County, Wisconsin, does ordain as follows:

1. Pursuant to the provisions of Section 98-903 of the City Zoning Ordinance, the zoning classification of the below-described property is changed as follows:

Permanent zoning to Single Family Residential (SR-4)

2. The zoning map of the City of Lake Geneva, Walworth County, Wisconsin shall be amended in accordance with the above classification of property.

3. This Ordinance shall take effect upon passage and publication as provided by law.

4. Adopted, passed and approved by the Common Council of the City of Lake Geneva, Walworth County, Wisconsin, this _____ day of _____ 2011.

ATTEST:

James R. Connors, Mayor

Jeremy A. Reale, City Clerk

First Reading: 2/28/11
Second Reading: _____
Adopted: _____
Published: _____

ORDINANCE NO. 11-10

**AN ORDINANCE ANNEXING TERRITORY TO THE CITY OF LAKE GENEVA
LEO C. AND MADELEINE L. POTTER REVOCABLE TRUST**

**AN ORDINANCE PROVIDING FOR DIRECT ANNEXATION BY
UNANIMOUS CONSENT OF ELECTORS AND PROPERTY OWNERS OF
TERRITORY LOCATED IN THE TOWN OF BLOOMFIELD,
WALWORTH COUNTY, WISCONSIN, TO THE CITY OF
LAKE GENEVA, WALWORTH COUNTY, WISCONSIN**

WHEREAS, the Leo C. and Madeleine L. Potter Revocable Trust Dated October 9, 1996, ("Petitioner") has made and filed with the City Clerk of the City of Lake Geneva ("City") a Petition for Direct Annexation by unanimous consent of electors and property owners of territory located in the Town of Bloomfield, Walworth County, Wisconsin, to the City of Lake Geneva, Walworth County, Wisconsin, pursuant to Wis. Stat. § 66.0217(2) ("Annexation Petition"), in the office of the City Clerk for the City of Lake Geneva, Walworth County, Wisconsin, on the 27th day of December, 2010, requesting the annexation to the City of lands described in Exhibit A attached hereto and incorporated herein by reference ("Subject Territory"), which such lands are contiguous to the City; and

WHEREAS, it appears by acknowledgment of receipt on file herein that Petitioner has filed a duplicate original of the Annexation Petition, including a legal description and scale map of the Subject Territory, with the Town Clerk of the Town of Bloomfield, Walworth County, Wisconsin, and the State of Wisconsin, Department of Administration, within five (5) days after filing the Annexation Petition with the City Clerk; and

WHEREAS, it further appears that all of the requirements of Wis. Stat. § 66.0217(2) have been fully complied with, and that the State of Wisconsin, Department of Administration, has reviewed the proposed annexation and, by letter, found it to be in the public interest, and said letter has been duly considered and reviewed by the City and/or the City's Counsel; and

WHEREAS, the proposed annexation was referred to the Plan Commission of the City, and said Plan Commission has recommended annexing the Subject Territory to the City; and

WHEREAS, the Common Council of the City of Lake Geneva, Walworth County, Wisconsin, makes the following findings with respect to the Subject Territory:

1. That the annexation of the Subject Territory to the City of Lake Geneva, Walworth County, Wisconsin, is in the best interest of the City.
2. That the annexation of the Subject Territory will enable the City to regulate and control development of these lands which are contiguous to the City.

3. That, upon annexation, the Subject Territory shall be temporarily zoned pursuant to Wis. Stat. § 66.0217(8) in the Planned Business (PB) Zoning District, in accordance with the attached Exhibit C incorporated herein.
4. That the annexation of the Subject Territory does not create a town island under the provisions of Wis. Stat. § 66.0221.
5. That the City is in need of additional lands suitable for Planned Business development.

NOW, THEREFORE, the Common Council of the City of Lake Geneva, Walworth County, Wisconsin, does ordain as follows:

1. Those lands comprising the Subject Territory to be annexed, as described in Exhibit A attached hereto and incorporated herein by reference, be, and the same hereby are, annexed to the City of Lake Geneva, Walworth County, Wisconsin.
2. Those lands comprising the Subject Territory shall be temporarily zoned pursuant to Wis. Stat. § 66.0217(8) in the PB, Planned Business Zoning District.
3. Those lands comprising the Subject Territory shall be included within Supervisory District 10 and in Aldermanic District 3 of the City of Lake Geneva.
4. This Ordinance, and the annexation hereby effected, shall be in full force and effect from and after its passing and posting.
5. The City Clerk shall immediately, after the final enactment hereof, file such certified copies with all parties as required by State Statute to be so served.
6. Prior to the effective date of this Ordinance, the Petitioner shall pay to the City a fee equivalent to the five (5) years of property tax reimbursement the City is required to make to the Town under Wis. Stats. § 66.0217(14).
7. All ordinances or parts of ordinances inconsistent with or contravening the provisions of this Ordinance are hereby repealed.

Adopted, passed, and approved by the Common Council of the City of Lake Geneva, Walworth County, Wisconsin, this _____ day of _____, 2011.

ATTEST:

James R. Connors, Mayor

Jeremy A. Reale, City Clerk

1st Reading: 02/28/2011
 2nd Reading: _____
 Adopted: _____
 Published: _____



WISCONSIN DEPARTMENT OF
ADMINISTRATION

SCOTT WALKER
GOVERNOR
MIKE HUEBSCH
SECRETARY

Municipal Boundary Review
PO Box 1645, Madison WI 53701
Voice (608) 264-6102 Fax (608) 264-6104
Email: wimunicipalboundaryreview@wi.gov
Web: <http://doa.wi.gov/municipalboundaryreview/>

January 14, 2011

PETITION FILE NO. 13518

JEREMY A. REALE, CLERK
CITY OF LAKE GENEVA
626 GENEVA ST
LAKE GENEVA, WI 53147

MARTIE WELLS, CLERK
TOWN OF BLOOMFIELD
PO BOX 609
PELL LAKE, WI 53157

Subject: POTTER REVOCABLE TRUST ANNEXATION

The proposed annexation submitted to our office on December 29, 2010, has been reviewed and found to be in the public interest. The subject petition is for territory that is reasonably shaped and contiguous to the CITY OF LAKE GENEVA. The City has indicated the ability to immediately provide municipal services to the territory.

The Department reminds clerks of annexing municipalities of the requirements of s. 66.0217 (9)(a), Wis. Stats., which states:

"The clerk of a city or village which has annexed shall file immediately with the secretary of state a certified copy of the ordinance, certificate and plat, and shall send one copy to each company that provides any utility service in the area that is annexed. The clerk shall record the ordinance with the register of deeds and file a signed copy of the ordinance with the clerk of any affected school district..."

State and federal aids based on population and equalized value may be significantly affected through failure to file with the Secretary of State. Please file a copy of your annexing ordinance, including a statement certifying the population of the annexed territory. **Please also include the MBR number with your ordinance as this assists with record keeping. Your MBR number is: 13518**

The address of the Office of the Secretary of State is:

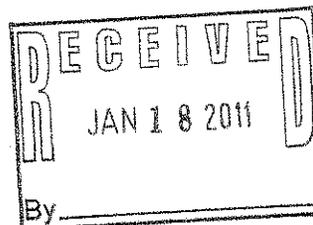
Annexations and Railroads
Division of Government Records
Office of the Secretary of State
PO Box 7848
Madison WI 53707-7848

Please call me at (608) 264-6102, should you have any questions concerning this annexation review letter.

Sincerely,

Erich Schmidtke
Municipal Boundary Review

cc: petitioner



**PETITION FOR DIRECT ANNEXATION BY UNANIMOUS
CONSENT OF ELECTORS AND PROPERTY OWNERS OF
TERRITORY LOCATED IN THE TOWN OF BLOOMFIELD
WALWORTH COUNTY, WISCONSIN, TO THE CITY OF LAKE
GENEVA, WALWORTH COUNTY, WISCONSIN
PURSUANT TO WIS. STAT. § 66.0217(2)**

To: Common Council of the City of Lake Geneva,
Walworth County, Wisconsin
c/o Jeremy Reale, City Clerk
Lake Geneva City Hall
626 Geneva Street
Lake Geneva, Wisconsin 53147

Town Board of the Town of Bloomfield
Walworth County, Wisconsin
c/o Martie Wells, Town Clerk
1100 Town Hall Road
P.O. Box 609
Pell Lake, WI 53157

State of Wisconsin Department of Administration
Division of Intergovernmental Relations
Municipal Boundary Review
101 E. Wilson St. – 10th Floor
Madison, WI 53702-0001

THIS PETITION of Leo C. and Madeleine L. Potter Revocable Trust Dated October 9, 1996, ("Petitioner"), as the owner of record of all of the real property in the territory sought to be annexed, such territory being more particularly described below, does respectfully state, represent, and show to the Common Council as follows:

1. Petitioner, whose address is W2285 Townline Rd., Lake Geneva, Wisconsin 53147, is the sole and only owner of record of the real property in the territory sought to be annexed, such property being located in Section 6, Bloomfield, Walworth County, Wisconsin, and more particularly described in the legal description of the property, attached hereto as Exhibit "A," and incorporated herein by reference ("Subject Territory").

2. Petitioner respectfully requests all of the Subject Territory be annexed to the City of Lake Geneva, Walworth County, Wisconsin.

3. Attached hereto, marked Exhibit "B," and incorporated herein by reference, is a scale map of the Subject Territory, in accordance with the provisions of Wis. Stat. §§ 66.0217(2) and 66.0217(5).

4. No electors reside in the Subject Territory sought to be annexed hereunder. The current population of the Subject Territory sought to be annexed hereunder is zero (0).

5. Petitioner will cause this Petition, the legal description, and the scale map of the Subject Territory to be annexed to be filed with the City Clerk of the City of Lake Geneva, Walworth County, Wisconsin, the Clerk of the Town of Bloomfield, Walworth County, Wisconsin, and the State of Wisconsin, Department of Administration, in accordance with the provisions of Wis. Stat. § 66.0217(2).

6. To zone the property PB, Planned Business (PB) District, pursuant to the City of Lake Geneva Zoning Ordinance. That the property will maintain a nonconforming structure, to-wit: a two-sided, off premises outdoor advertising display, as provided in the pre-annexation agreement between the parties.

7. Petitioner requests the City of Lake Geneva adopt an Annexation Ordinance in substantial conformity with Exhibit "C," attached hereto and incorporated herein by reference.

8. Petitioner believes this Petition and the Subject Territory sought to be annexed hereunder meet all legal requirements for annexation, and that such annexation is in the public interest.

Dated this 27th day of December, 2010.

Leo C. and Madeleine L. Potter Revocable Trust
Dated October 9, 1996

By: _____

LEO C. POTTER,
Trustee

Attest: _____

MADELEINE L. POTTER,
Trustee

This instrument drafted by:
John O. Olson
BRADEN OLSON DRAPER, LLP
716 Wisconsin Street
P.O. Box 940
Lake Geneva, WI 53147
(262) 248-6636

LEGAL DESCRIPTION

PART OF LOT 2 OF CERTIFIED SURVEY MAP NO. 3976 LOCATED IN PART OF THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 6, TOWN 1 NORTH, RANGE 18 EAST, WALWORTH COUNTY, WISCONSIN, MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT A CONCRETE COUNTY MONUMENT FOUND MARKING THE NORTH 1/4 CORNER OF SAID SECTION 6; THENCE S 02DEG 48MIN 17SEC E, 33.04 FEET TO THE NORTHERLY MOST CORNER OF SAID LOT 2; THENCE ALONG THE BOUNDARY OF SAID LOT 2, S 02DEG 48MIN 17SEC E, 19.66 FEET; THENCE CONTINUE ALONG THE BOUNDARY OF SAID LOT 2, N 89DEG 55MIN 57SEC E, 254.17 FEET TO THE POINT OF BEGINNING; THENCE CONTINUE ALONG THE BOUNDARY OF SAID LOT 2, N 89DEG 55MIN 57SEC E, 142.53 FEET; THENCE CONTINUE ALONG THE BOUNDARY OF SAID LOT 2, S 54DEG 37MIN 07SEC E, 120.38 FEET; THENCE CONTINUE ALONG THE BOUNDARY OF SAID LOT 2, S 02DEG 39MIN 54SEC E, 177.70 FEET TO THE EASTERLY MOST CORNER OF SAID LOT 2; THENCE CONTINUE ALONG THE BOUNDARY OF SAID LOT 2, S 89DEG 53MIN 05SEC W, 316.11 FEET; THENCE N 31DEG 02MIN 14SEC E, 104.84 FEET; THENCE N 04DEG 44MIN 59SEC E, 158.39 FEET TO THE POINT OF BEGINNING.

EXHIBIT A

EXHIBIT C
AN ORDINANCE PROVIDING FOR DIRECT ANNEXATION BY
UNANIMOUS CONSENT OF ELECTORS AND PROPERTY OWNERS OF
TERRITORY LOCATED IN THE TOWN OF BLOOMFIELD, WALWORTH COUNTY,
WISCONSIN, TO THE CITY OF
LAKE GENEVA, WALWORTH COUNTY, WISCONSIN

WHEREAS, the Leo C. and Madeleine L. Potter Revocable Trust Dated October 9, 1996, (Petitioner), has made and filed with the City Clerk of the City of Lake Geneva (City) a Petition for Direct Annexation by unanimous consent of electors and property owners of territory located in the Town of Bloomfield, Walworth County, Wisconsin, to the City of Lake Geneva, Walworth County, Wisconsin, pursuant to Wis. Stat. § 66.0217(2) (Annexation Petition), in the office of the City Clerk for the City of Lake Geneva, Walworth County, Wisconsin, on the _____ day of _____, 2011, requesting the annexation to the City of lands described in Exhibit A attached hereto and incorporated herein by reference (Subject Territory), which such lands are contiguous to the City; and

WHEREAS, it appears by acknowledgment of receipt on file herein that Petitioner has filed a duplicate original of the Annexation Petition, including a legal description and scale map of the Subject Territory, with the Town Clerk of the Town of Bloomfield, Walworth County, Wisconsin, and the State of Wisconsin, Department of Administration, within five (5) days after filing the Annexation Petition with the City Clerk; and

WHEREAS, it further appears that all of the requirements of Wis. Stat. § 66.0217(2) have been fully complied with, and that the State of Wisconsin, Department of Administration, has reviewed the proposed annexation and, by letter, found it to be in the public interest, and said letter has been duly considered and reviewed by the City and/or the City's Counsel; and

WHEREAS, the proposed annexation was referred to the Plan Commission of the City, and said Plan Commission has recommended annexing the Subject Territory to the City; and

WHEREAS, the Common Council of the City of Lake Geneva, Walworth County, Wisconsin, makes the following findings with respect to the Subject Territory to be annexed:

- a. That the annexation of the Subject Territory proposed to be annexed to the City of Lake Geneva, Walworth County, Wisconsin, is in the best interest of the City.
- b. That the annexation of the Subject Territory proposed to be annexed will enable the City to regulate and control development of these lands which are contiguous to the City.
- c. That, upon annexation, the Subject Territory shall be temporarily zoned pursuant to Wis. Stat. § 66.0217(8) in the Planned Business (PB) Zoning District, in accordance with the attached Exhibit C incorporated herein.
- d. That the annexation of the Subject Territory does not create a Town island under the provisions of Wis. Stat. § 66.0221.

- e. That the City is in need of additional lands suitable for Planned Business development.

NOW, THEREFORE, the Common Council of the City of Lake Geneva, Walworth County, Wisconsin, does ordain as follows:

1. Those lands comprising the Subject Territory to be annexed, as described in Exhibit A attached hereto and incorporated herein by reference, be, and the same hereby are, annexed to the City of Lake Geneva, Walworth County, Wisconsin.
2. Those lands comprising the Subject Territory shall be temporarily zoned pursuant to Wis. Stat. § 66.0217(8) in the PB, Planned Business Zoning District, in accordance with the attached Exhibit ____ incorporated herein.
3. Those lands comprising the Subject Territory shall be included within Supervisory Districts _____ and in Aldermanic Districts ____ of the City of Lake Geneva.
4. This Ordinance, and the annexation hereby effected, shall be in full force and effect from and after its passing and posting.
5. The City Clerk shall immediately, after the final enactment hereof, file such certified copies with all parties as required by State Statute to be so-served.
6. All ordinances or parts of ordinances inconsistent with or contravening the provisions of this Ordinance are hereby repealed.

Adopted, passed, and approved by the Common Council of the City of Lake Geneva, Walworth County, Wisconsin on this _____ day of _____, 2011.

By: _____
James R. Connors, Mayor

Attest: _____
Jeremy Reale, City Clerk

1st Reading _____
2nd Reading _____
Adopted _____
Published _____

APPROVED AS TO FORM:

Acting City Attorney

City of Lake Geneva

APPLICATION FOR LAND DIVISION REVIEW



CERTIFIED SURVEY MAP or



SUBDIVISION PLAT

NAME AND ADDRESS OF CURRENT OWNER:

FRANDOLIG FAMILY LOVING TRUST
W 3320 S. LAKE SHORE DR
LAKE GENEVA, WI 53147

TELEPHONE NUMBER OF CURRENT OWNER: (262) 248-9600

NAME AND ADDRESS OF APPLICANT:

THOMAS SVANSTROM
N 1621 HILLSIDE RD
LAKE GENEVA, WI 53147

TELEPHONE NUMBER OF APPLICANT: (262) 903-5545

NAME AND ADDRESS OF SURVEYOR:

TENSEN & OLSON LAND SURVEYING, LLC
45 SOUTH WISCONSIN ST P.O. Box 322
ELKHORN, WI 53121

TELEPHONE NUMBER OF SURVEYOR: (262) 723-3434

SHORT STATEMENT DESCRIBING PURPOSE OF APPLICATION:

OPPORTUNITY TO PURCHASE EXISTING RENTAL
HOME.

AGREEMENT FOR SERVICES

REIMBURSABLE BY THE PETITIONER / APPLICANT. The City may retain the services of professional consultants (including planners, engineers, architects, attorneys, environmental specialists, recreation specialists, and other experts) to assist in the City's review of a proposal coming before the Plan Commission and/or Common Council. The submittal of a development proposal application or petition by a Petitioner shall be construed as an agreement to pay for such professional review services applicable to the proposal including any finance charges that may accrue. The City may apply the charges for these services to the Petitioner. The City may delay acceptance of the application or petition as complete, or may delay final approval of the proposal, until the Petitioner pays such fees. Review fees which are applied to a Petitioner and which are not paid, may be assigned by the City as a special assessment to the subject property. Petitioner hereby expressly waives any notice and hearing requirements provided in Wis. Stats. § 66.0701 or any additions or amendments to this section. Petitioner further authorizes the City Treasurer or City Clerk to levy and collect review fees and additional fees upon the affidavit of the City Administrator or the Zoning Administrator stating that such fees are reasonable and that payment is overdue. The Petitioner shall be required to provide the City with an executed copy of the following form as a prerequisite to the processing of the development application:

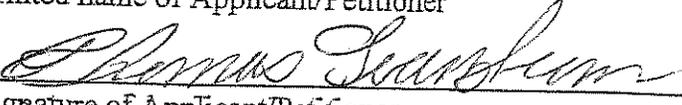
_____, as applicant/petitioner for:

Name: THOMAS SVANSTROM
Address: N 1621 HILLSIDE RD
LAKE GENEVA, WI 53147
Phone: 262-903-5545

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

Dated this 3RD day of FEBRUARY, 20011

THOMAS SVANSTROM
Printed name of Applicant/Petitioner


Signature of Applicant/Petitioner

of the city are more restrictive, the city's policies shall prevail. All land divisions within the extraterritorial area will be subject to the land reservation or dedication requirements of this ordinance. This specifically means the following:

- a. Any waterway or storm water management area identified on the city master plan or official map shall be dedicated in conformance with requirements of this ordinance.
 - b. Any lands falling within the limits of an environmental corridor, as mapped by the city will be required to record a public open space easement specifying that the use shall be consistent with conservancy area zoning in the city zoning ordinance.
- (6) Lands falling within the first mile and a half of the extraterritorial area shall be required to meet all of the development layout design standards contained in this article.
 - (7) All land divisions within the extraterritorial area will be required to follow erosion control plans in compliance with this article.
 - (8) All land divisions within the extraterritorial area shall pay the required review fees contained in this article.
 - (9) The plan commission may require placement of covenants or deed restrictions that are deemed necessary and appropriate by the city planning commission to protect the purpose and intent of the city's plans and ordinances. Any such restrictions shall be placed on the face of the certified survey map or on surrounding lands from which the lot or lots were created to verify the density standard established herein.
 - (10) If a variance is granted to the above provision the resulting division of land shall conform to all of the pertinent regulations of this article.

(Ord. No. 98-12, § III, 12-14-98)

Sec. 66-16. Extraterritorial land division procedures.

In all cases, the time period within which action is required shall not begin until the town board, the staff serving the county zoning committee, and the city have received all maps, drawings and data required for plat approval.

- (1) No person, firm or corporation shall divide any land located within the mile and one-half extraterritorial plat approval jurisdiction of the city, without first filing an application and a certified survey map for approval by the plan commission.
- (2) *Pre-application procedure.* Before filing an application for approval of a certified survey, the subdivider shall consult with the department of public works and shall prepare the following:
 - a. Prepare a preliminary sketch for review and approval.
 - b. Complete a site assessment checklist, or when required, an expanded site assessment report required by this article, for review and approval.

This procedure is intended to assist the developer in appraising the objectives of these regulations, the master plan, the official map and other pertinent city ordinances. The pre-application information shall be submitted to the plan commission for review and approval.

- (3) Following completion of the pre-application procedure, submittal requirements for land divisions within the extraterritorial land division jurisdiction enacted by common council resolution shall be identical to those required for land divisions within the city limits.
- (Ord. No. 98-12, § III, 12-14-98)

Sec. 66-17. Extraterritorial land division variance provisions.

A variance may be granted by the common council to permit a parcel to be created by a

CERTIFIED SURVEY MAP No.

Located in the Northeast 1/4 and the Southeast 1/4 of the Northeast 1/4 of Section 15, Town 1 North, Range 17 East, Town of Linn, Walworth County, Wisconsin.

Owner: **Frاندolig Family Loving Trust**

W3320 South Lakeshore Drive
Lake Geneva, Wisconsin. 53147

Jensen & Olson Land Surveying, LLC

45 South Wisconsin Street * P.O. Box 322 * Elkhorn, Wisconsin. 53121
Telephone: (262) 723-3434 * Facsimile: (262) 723-8044
Email: jensen.olson@elknet.net

Mapping date: November 9, 2010.

Soils: FsB.

Zoning: R-1.

Northeast Corner
Section 15-1-17.
N. 205.374.98
E. 2,414.293.58



Reserved for Walworth County Register of Deeds

Scale in Feet. 1"=100'

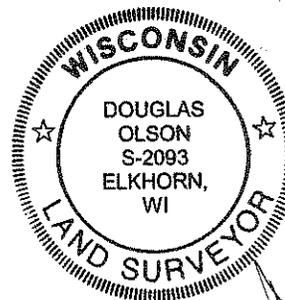
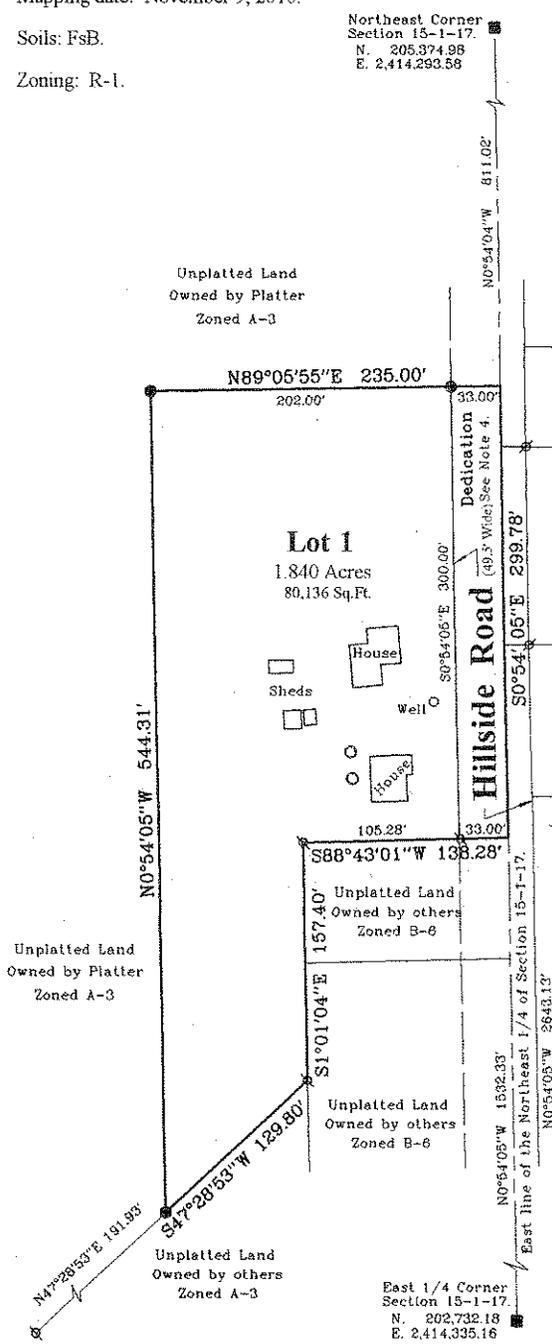


Legend

- Found County Section Corner, Concrete Mon. with Brass Cap.
- ⊗ Found Iron Pipe, 1" dia.
- Set Iron Rod, 3/4" dia., 30" long, weighing 1.13 lbs./lin. ft.
- () Recorded Information
- Concrete Cover
- ⋈ Utility Pole
- Utility Pedestal

Notes:

1. Bearings referenced to the East line of the Northeast 1/4 of Section 15-1-17, recorded as N0°54'05"W in the Wisconsin State Plane Coordinate System, South Zone, (NAD-27).
2. Existing sanitary system on Lot 1 appears to be functioning. No evaluation as to meeting the requirements for replacement system under "COMM-83" of the Wisconsin Administrative Code.
3. The minimum requirements of R-1 zoning include a parcel area of 40,000 sq.ft. and a lot width of 150'. Because of the location of the two existing houses it is not possible to create a 150' wide lot for the house at N1617. This Certified Survey Map is a Planned Residential Development (PRD) with one lot of 80,136 sq.ft (40,000 sq.ft. per residence). Lot 1 will not be further divisible.
4. Dedicated to the Public for road purposes 0.227 Acre, 9,897 Sq.Ft..



Job reference no. 2009.119

Sheet 1 of 3 Sheets.

Located in the Northeast 1/4 and the Southeast 1/4 of the Northeast 1/4 of Section 15, Town 1 North, Range 17 East, Town of Linn, Walworth County, Wisconsin.

Legal Description

A parcel of land located in the Northeast 1/4 and the Southeast 1/4 of the Northeast 1/4 of Section 15, Town 1 North, Range 17 East, Town of Linn, Walworth County, Wisconsin, described as follows: Commencing at the East 1/4 Corner of said Section 15; thence North 0°54'05" West, along the East line of said Northeast 1/4 of Section 15, 1532.33 feet to the Point of Beginning; thence South 88°43'01" West 138.28 feet to an iron pipe; thence South 1°01'04" East 157.40 feet to an iron pipe; thence South 47°28'53" West 129.80 feet to an iron rod; thence North 0°54'05" West 544.31 feet to an iron rod; thence North 89°05'55" East 235.00 feet to the East line of said Northeast 1/4 of Section 15; thence South 0°54'05" East, along said East line, 299.78 feet to the Point of Beginning.

Said parcel contains 2.067 acres (90,033 sq.ft.) of land, more or less.

Said parcel contains 1.840 acres (80,136 sq.ft.) of land, more or less, exclusive of lands to be dedicated to the public for road purposes.

Surveyor's Certificate

I, Douglas G. Olson, Wisconsin Registered Land Surveyor, do hereby certify that the property hereon described has been surveyed under my direction and that the map shown hereon is a correct representation of all the exterior boundaries of the land surveyed and the division thereof and that I have fully complied with the owner's/agent's instructions, Chapter 236.34 of the Wisconsin Statutes, the Subdivision Control Ordinance, Walworth County, Wisconsin, the Subdivision Control Ordinance, Town of Linn, Walworth County, Wisconsin and Section 66 of the City of Lake Geneva Municipal Code.

Date: 11-09-10

Revised: _____



Douglas G. Olson
Douglas G. Olson, R.L.S. 2093

Walworth County Approval

Approved by the Walworth County Zoning Agency this _____ day of _____, 20____.

Rick Stacey, Chairperson

Town of Linn Approval

Approved this _____ day of _____, 2010 by the Town Board of the Town of Linn.

James Weiss, Town Chairperson



MI-TECH SERVICES, INC

16510 West Rogers Drive • New Berlin, WI 52151
262/938-6070 • Fax 262/938-6077
www.michels.us

2/1/11 (revised)

RE: Proposed AT&T Easement at 1003 Host Drive, Lake Geneva

To Whom It May Concern,

Mi-Tech Services has been contracted by AT&T to secure an easement for the placement of a telecommunication cabinet on the property located at 1003 Host Drive in Lake Geneva (water tower site). The property is owned by the City of Lake Geneva and controlled by Public Works/Water Department. The purpose of the equipment is to increase telecommunication capabilities and reliability for the area.

There has been a meeting on the site to obtain initial approval of the location and placement of the equipment with the following persons:

Dan Winkler – Director of Public Works, City of Lake Geneva
Shane Levake – AT&T Planner
Nancy Larson – Mi-Tech Designer
Kevin Stoeveken – Mi-Tech Right-of-Way Agent

At that meeting, Dan Winkler gave his approval of the location of the easement with respect to the water tower and other existing equipment and facilities, after which, the Survey Department for Mi-tech Services surveyed the area and created the exhibit that will accompany the easement document. We have also subsequently created the easement document and submitted it to City Attorney Dan Draper for approval and as of the date of this letter, he has not raised any objections to that document.

We have been informed that in order to obtain final approval for the easement, it must go through the proper City Government channels. I understand that the next meeting of the Plan Commission is February 21st followed by the Council on February 28th. It would be greatly appreciated if this matter could be included in the agendas for those 2 meetings. (I have been previously advised that my presence is not needed.)

Attached you will find information pertinent to the consideration and approval of this matter. If any further information is needed, or if my understanding of the above information is incorrect, please let me know.

Thank you for your time and assistance in this matter,

Kevin M. Stoeveken
Right-of-Way Agent
262-938-6070 xt 3045

UTILITY DESIGN • SURVEYING • DRAFTING • RIGHT-OF-WAY ACQUISITION • INSPECTION • GIS

CABLE RESTORATION PLANNING • DESIGN/BUILD

MILWAUKEE, WI • GREEN BAY, WI • FOND DU LAC, WI • HARRISBURG, PA • TOPEKA, KS • ROGERS, MN

"AN EQUAL OPPORTUNITY EMPLOYER"

AT&T - WISCONSIN EXCLUSIVE/NON-EXCLUSIVE EASEMENT

DOCUMENT NUMBER

UT# 7893671 Ease # 63104 R/W # 2010-103

For a valuable consideration of one dollar (\$1.00), receipt of which is hereby acknowledged, the undersigned City of Lake Geneva, a Municipal Corporation (Grantor) hereby grants and conveys to Wisconsin Bell Inc., d/b/a. AT&T - Wisconsin, a Wisconsin Corporation, and its affiliates and licensees, successors and assigns (collectively "Grantees") an exclusive easement in, under, over, upon and across the Easement Area (described below), for the purposes of and in order to construct, reconstruct, modify, supplement, maintain, operate and/or remove facilities for the transmission of signals used in the provision of communication, video and/or information services and/or any other services or uses for which such facilities may be used including, but not limited to, equipment cabinets or enclosures and support posts or pads, cables, wires, pedestals or other above-ground cable or wire enclosures, marker posts and signs, and other related or useful equipment, fixtures, appurtenances and facilities, together with the right to have commercial electrical service extended across the Property (described below) and Easement Area to provide service to such facilities and the right of ingress and egress across the Property and the Easement Area for the purpose of access to and use of the easement granted herein.

COPY

RETURN ADDRESS:
Elizabeth Strege
AT&T - Wisconsin
N17 W24300 Riverwood Drive
Waukesha, WI 53188

PARCEL NUMBER: ZYUP 00145C

The property is legally described as:

That part of the NW 1/4 of Section 6, T1N, R18E, in the City of Lake Geneva, Walworth County, Wisconsin, bounded and described as follows:

Commencing at the SE corner of the NW 1/4 of Section 6, T1N, R18E, Walworth County, Wisconsin; thence N 02 degrees 29' W 751.80 feet to the SW'ly line of the C&NW R.R. right-of-way, thence 39 degrees 48' W 1231.64 feet to the place of beginning of the lands hereinafter described to wit: thence continue N 39 degrees 48' W 100.02 feet; thence S 49 degrees 10' 10" W 258.92 feet to a point in the NE'ly line of a proposed road (NKA Host Dr.) thence S 40 degrees 49' 50" E along said road line 100.00 feet; thence N 49 degrees 10' 10" E 257.12 feet to the place of beginning.

Property Address: 1003 Host Drive Lake Geneva Wisconsin

The Exclusive Easement Area is legally described as:

A Ten (10) foot by Ten (10) foot area more particularly described and shown on attached Exhibit "A" incorporated into and made a part hereof by reference.

The Non-Exclusive Easement Area is legally described as:

A Six (6) foot wide strip area more particularly described and shown on attached Exhibit "A" incorporated into and made a part hereof by reference.

The Grantor represents and warrants to the Grantee that Grantor is the true and lawful owner of the Property and has full right and power to grant and convey the rights conveyed herein.

Grantee hereby agrees to restore all property disturbed by its activities in use of the easement to the condition existing prior to the disturbance.

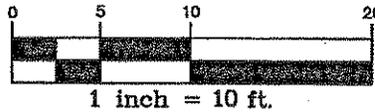
EXHIBIT "A" FOR AT&T EASEMENT

LOCATED IN PART OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 06, TOWNSHIP 01 NORTH, RANGE 18 EAST, CITY OF LAKE GENEVA, WALWORTH COUNTY, WISCONSIN.



LEGEND

- SET 3/8"x12" SPIKE
- ⊙ FOUND 1 1/4" IRON PIPE



Legal Description of AT&T Easement:

Located in part of the Northeast Quarter of the Northwest Quarter of Section 06, Township 01 North, Range 18 East, City of Lake Geneva, Walworth County, Wisconsin, more particularly described as follows:

Exclusive Easement:

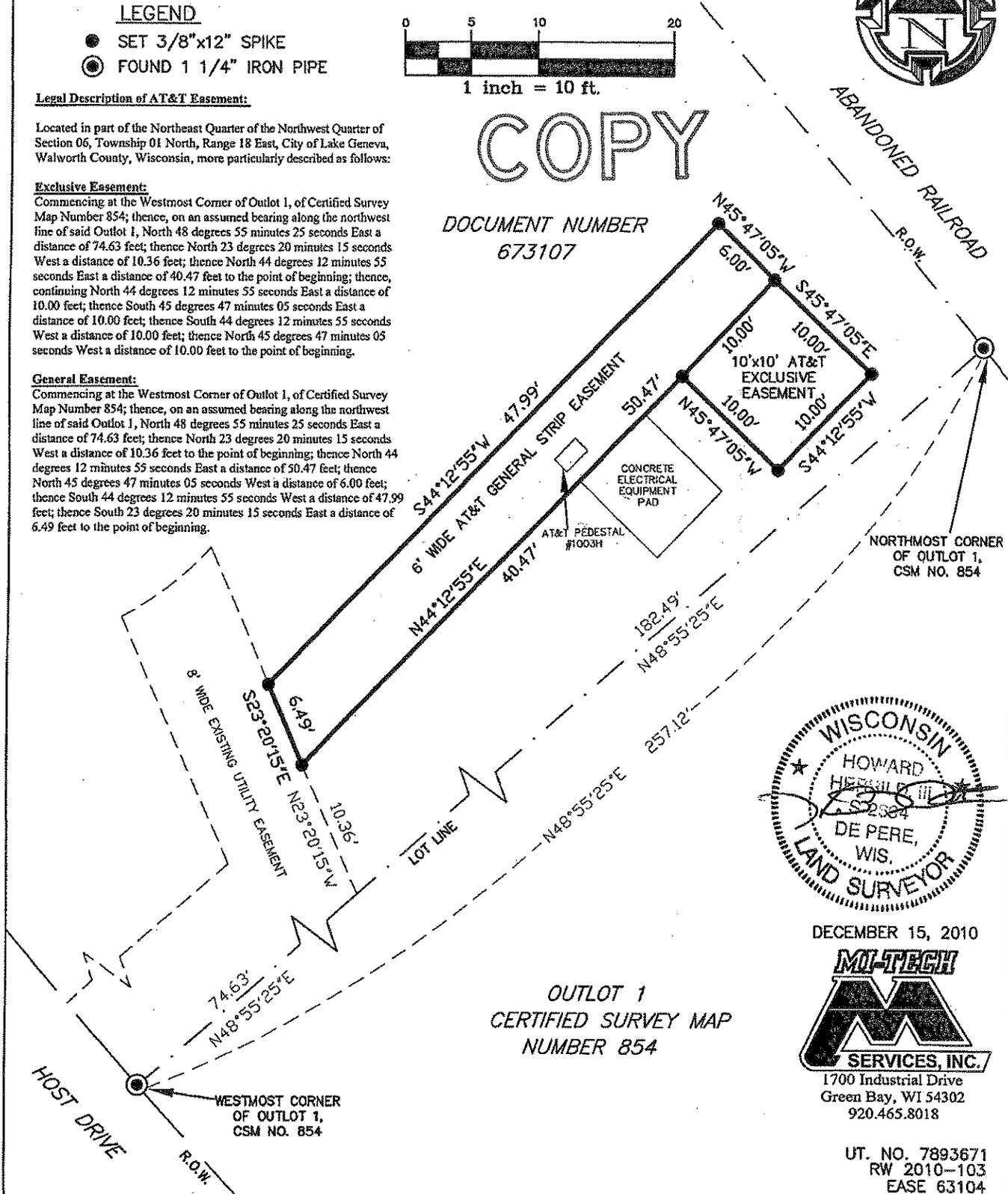
Commencing at the Westmost Corner of Outlot 1, of Certified Survey Map Number 854; thence, on an assumed bearing along the northwest line of said Outlot 1, North 48 degrees 55 minutes 25 seconds East a distance of 74.63 feet; thence North 23 degrees 20 minutes 15 seconds West a distance of 10.36 feet; thence North 44 degrees 12 minutes 55 seconds East a distance of 40.47 feet to the point of beginning; thence, continuing North 44 degrees 12 minutes 55 seconds East a distance of 10.00 feet; thence South 45 degrees 47 minutes 05 seconds East a distance of 10.00 feet; thence South 44 degrees 12 minutes 55 seconds West a distance of 10.00 feet; thence North 45 degrees 47 minutes 05 seconds West a distance of 10.00 feet to the point of beginning.

General Easement:

Commencing at the Westmost Corner of Outlot 1, of Certified Survey Map Number 854; thence, on an assumed bearing along the northwest line of said Outlot 1, North 48 degrees 55 minutes 25 seconds East a distance of 74.63 feet; thence North 23 degrees 20 minutes 15 seconds West a distance of 10.36 feet to the point of beginning; thence North 44 degrees 12 minutes 55 seconds East a distance of 50.47 feet; thence North 45 degrees 47 minutes 05 seconds West a distance of 6.00 feet; thence South 44 degrees 12 minutes 55 seconds West a distance of 47.99 feet; thence South 23 degrees 20 minutes 15 seconds East a distance of 6.49 feet to the point of beginning.

COPY

DOCUMENT NUMBER
673107



DECEMBER 15, 2010

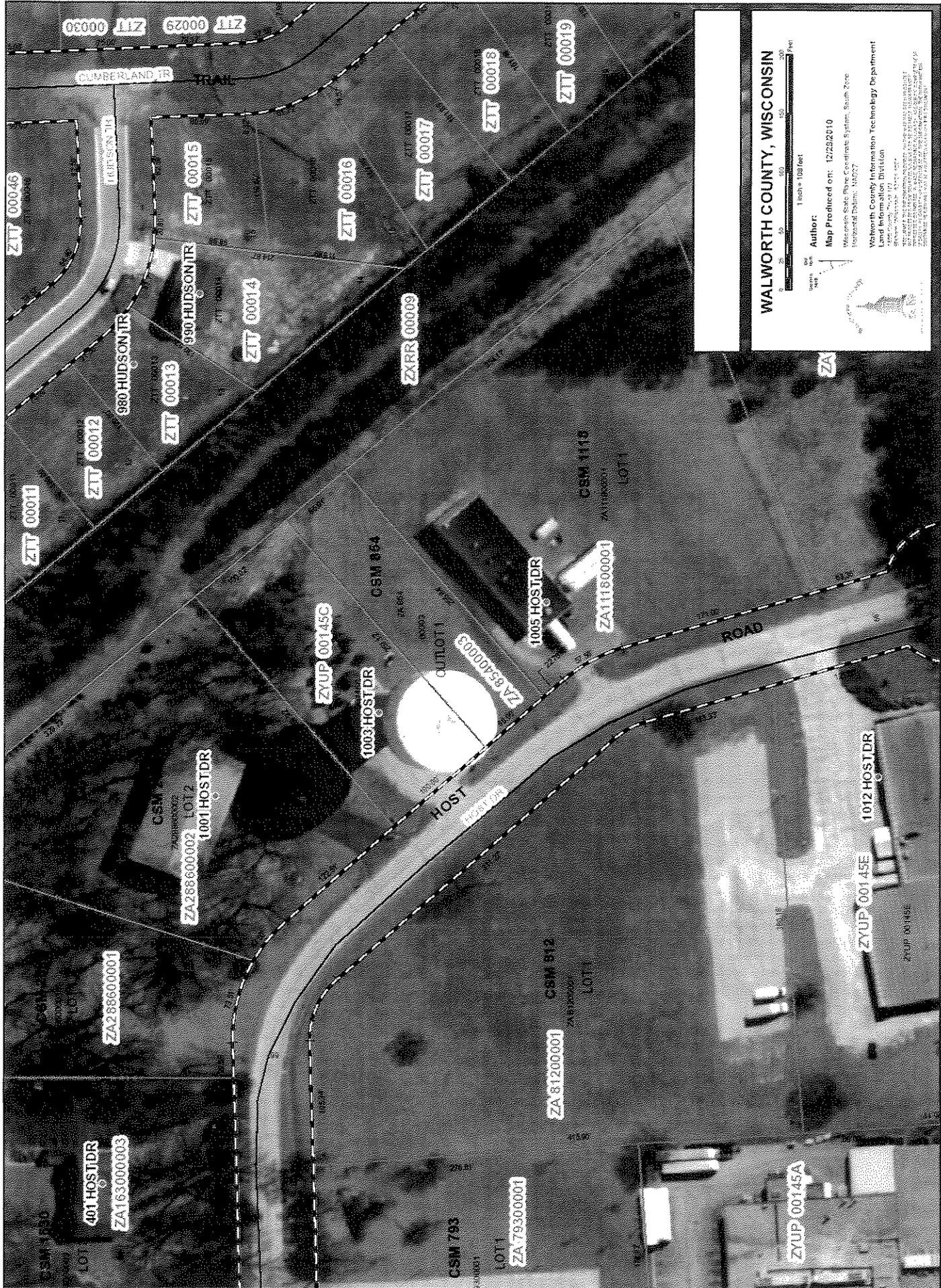


1700 Industrial Drive
Green Bay, WI 54302
920.465.8018

OUTLOT 1
CERTIFIED SURVEY MAP
NUMBER 854

UT. NO. 7893671
RW 2010-103
EASE 63104





WALWORTH COUNTY, WISCONSIN

Author:
Map Produced on: 12/23/2010
Wisconsin State Plane Coordinate System, South Zone
Horizontal Datum: NAD83

Walworth County Information Technology Department
Land Information Division
300 West Wisconsin Avenue, Suite 100
Janesville, WI 53402
Phone: 608/785-1300
Fax: 608/785-1301
www.walworthcountywi.gov

Scale: 1 inch = 100 feet

0 25 50 100 150 200 Feet

FLASHWAVE® 4100 ES "Meet Them" OSP Cabinet

PC01B-0037-A312

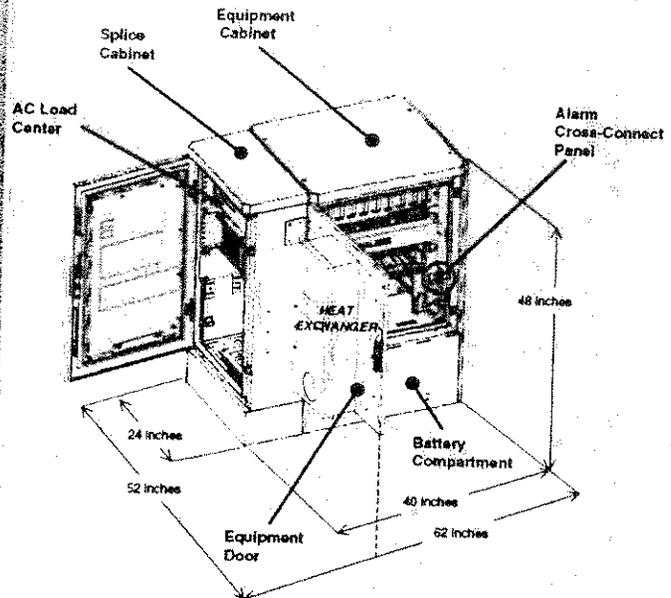


Wired for MS2 Splice Connectors Cabinet Equipped with:

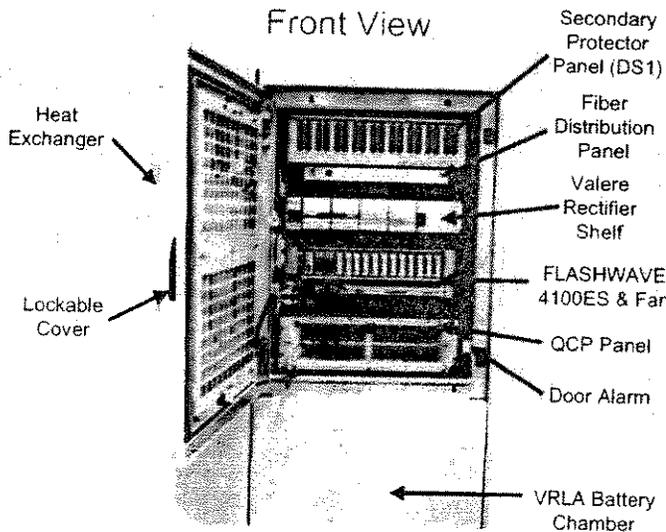
- FLASHWAVE® 4100ES shelf w/fan
- Valere® rectifier shelf
- Secondary surge protection panel
- DS1 protector blocks
- DS3 protector blocks
- QCP panel
- Fiber distribution panel
- VRLA battery chamber w/heater
- Supports 56 DS1s
- Supports 3 DS3s
- Remote power for 7 NIUs
- Cabinet dimensions (H x W x D):
 ≈ 48 x 40 x 24" (1219 x 1016 x 609 mm)
- Cabinet weight:
 ≈ 460 lb (208.7 kg) w/o cards & batteries
 ≈ 588 lb (266.7 kg) with cards & batteries
- GR-487-CORE compliant:
 ≈ -40 to +149 °F (-40 to +65 °C)
- Pad, pole, platform & H-Frame mountable
- Power Requirements - 220 VAC @ 60 Amps



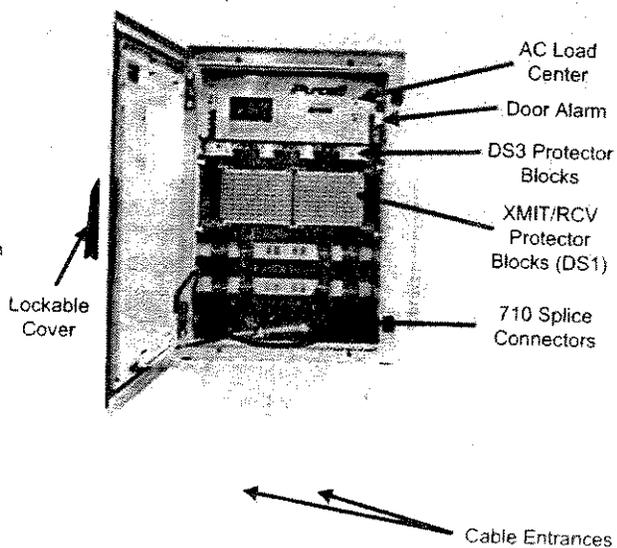
Isometric View



Front View



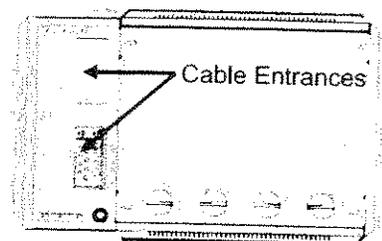
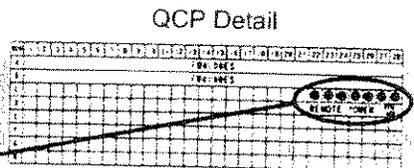
Splice View



AT&T PID# 310134002

- 48 VDC Line Powering for Remote NIUs via Twisted Pair Wires

- **Remote Power for 7 Network Interface Units (NIUs)**
 - ✦ 7 GMT fuse positions supported
 - ✦ Uses standard DS1 twisted pair wire (inside existing cable)
 - ✦ DC voltage outputs accessible via QCP shelf
 - ✦ Optimized protection via secondary surge protection shelf
 - ✦ Any combination up to 535 mA supported (56 DS1s & 3 DS3s)
 - Westell® CP524 (4 DS1 NIU)
 - Westell® CP528 (8 DS1 NIU)
 - Westell® CP538 (8 DS1, 3 DS3 NIU)

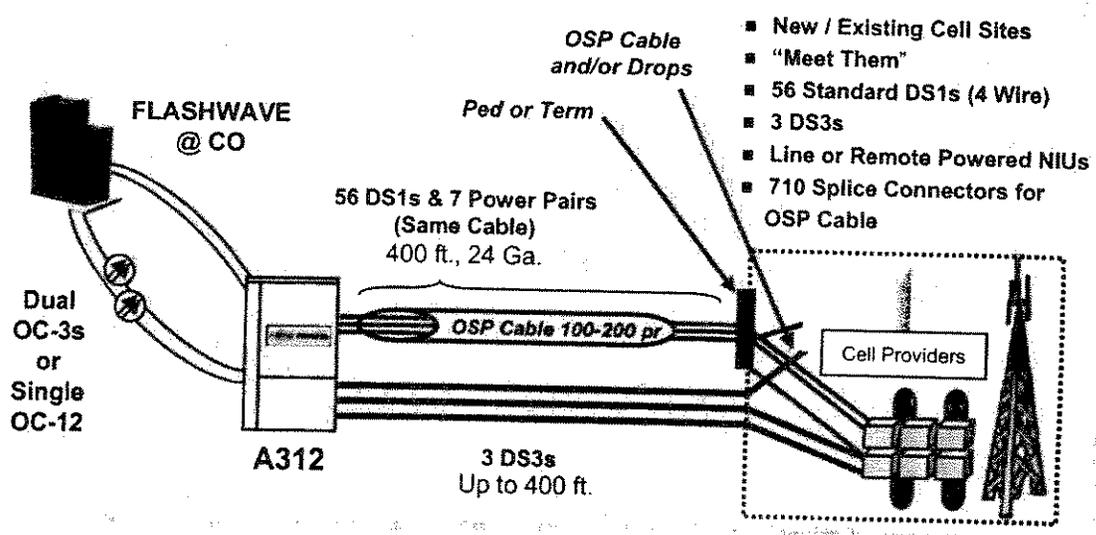


Part Number	PID Number	Description	Ordering Notes
PC01B-0037-A312	310134002	FW4100 ES "Meet Them" OSP Cabinet	
PC15B-0001-C067	310130182	DS1 Secondary Surge Protection Module (14 DS1s - Transmit or Receive)	8 Provided with A312 Cabinet (order as replacement only)
PC15B-0001-C072	310130190	NIU Powering Surge Protection Module (7 Power Pairs)	1 Provided with A312 Cabinet (order as replacement only)

Note: This cabinet can be pad, pole or H-frame mounted. Templates, pad and pole mounts ordered separately. See cabinet mounting option sheet for additional usage and ordering details.

Note: This cabinet requires a string of four (4) VRLA batteries, ordered separately. See recommended battery chart for battery options supporting this cabinet.

Application Detail



1.3/12.08

ARTICLE IV REGISTRATION AND INSPECTION OF MULTIFAMILY DWELLING UNITS AND RENTAL PROPERTY

Sec. 14-121 Purpose.

[Ord. No. 99-5, § 1, 3-22-1999]

The City recognizes a need for an organized inspection program of residential rental units within the City in order to upgrade and maintain the condition of rental units so that they meet and comply with all provisions of the Code of Ordinances as well as all applicable safety, health, fire, building and construction requirements promulgated by the state. The City also desires to provide a more efficient system for compelling both absentee and local landlords to correct violations and to maintain, in proper condition, rental property within the City. The City recognizes that the most efficient system to provide for rental inspections is the creation of a program requiring the registration of all residential rental units within the City so that orderly inspection schedules can be made by City officials.

Sec. 14-122 Definitions.

[Ord. No. 99-5, § 1, 3-22-1999]

As used in this article, the following terms shall have the following meanings, unless the context clearly indicates that a different meaning is intended:

CITY

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

DWELLING UNIT

A single unit providing complete independent living facilities for one or more persons including permanent provisions for living, sleeping, eating, cooking and sanitation.

DWELLINGS

(a)

MULTIFAMILY DWELLING

— A building or portion thereof containing two or more dwelling units, including a duplex;

(b)

BOARDINGHOUSE, ROOMING HOUSE, LODGING HOUSE AND TOURIST HOUSE — A building arranged or used for the lodging, with or without meals, for compensation, by individuals who are not members of the same family;

(c)

DORMITORY

— A space in a building where sleeping accommodations are provided for more than one person not members of the same family group, in one room; and

(d)

HOTEL

— A room or rooms in any building or structure kept, used, maintained, advertised or held out to the public to be an inn, motel, apartment hotel, lodging house, boardinghouse, rooming house, tourist house, dormitory or place where sleeping, rooming, office, conference or exhibition accommodations are furnished for lease or rent, whether with or without meals.

PERMANENT RESIDENT

A person or entity which occupies, or has the right to occupy, any room or rooms in a hotel or motel, or a dwelling unit, rooming unit or dwelling, for at least 30 or more consecutive days, without an intervening occupancy interval of less than 30 days.

PERSON

Any natural individual, firm, partnership, association, joint-stock company, joint venture, public or private corporation, limited liability company, or receiver, executor, trustee, conservator or other representative

appointed by order of any court.

PREMISES

A lot, plot or parcel of land including the buildings or structures thereon.

PROPERTY

Any building containing a dwelling unit, rooming unit or dwelling.

ROOMING UNIT

Any room or group of rooms forming a single habitable unit used or intended to be used for living and sleeping, but not for cooking or eating purposes.

Sec. 14-123 Registration requirements.

[Ord. No. 99-5, § 1, 3-22-1999]

No person shall hereafter occupy, allow to be occupied or let to another person for occupancy any property within the City for which a registration statement has not been properly made and filed with the Building Inspector. Registration shall be made upon forms furnished by the Building Inspector of the City for such purpose and shall specifically require the following minimum information:

(1)

Name, address and phone number of the property owner and all persons or entities having any ownership interest in the property;

(2)

Name, address and phone number of the designated local property manager if the property owner or owners live outside the City;

(3)

The street address of the property;

(4)

The number and types of units within the property;

(5)

The maximum number of occupants permitted for each dwelling unit, rooming unit or dwellings in accordance with the applicable provisions of the Code of Ordinances; and

(6)

The name, phone number and address of the person authorized to make, order or direct repairs or services for the property, if in violation of City or state codes, if the person is different than the owner, owners or local manager;

(7)

Name, address and phone number of any and all person(s), entities or financial or other lending institution(s) having any interest in the property, and a detailed description of the type of all such interests held in the property by such person(s), entities or financial or other lending institution(s).

Sec. 14-124 Manner of registering.

[Ord. No. 99-5, § 1, 3-22-1999]

The registration must be made on or before January 1 of each even numbered year commencing January 1, 2000, by the property owner(s) or designated local property manager in the office of the Building Inspector of the City. Registration shall be required prior to the issuance of any building permits relating to the property.

Sec. 14-125 Transfer of property.

[Ord. No. 99-5, § 1, 3-22-1999]

Every new owner(s) of property (whether as fee owner or land contract purchaser or upon conveyance or transfer of any interest in the property) shall be required to furnish to the Building Inspector the new owner's or owners' name, address and phone number and the name, address and phone number of the new owner's or owners' duly designated local manager before closing or taking possession of the property. A new registration statement will be

required from the new owner(s).

Sec. 14-126 Registration fees.

[Ord. No. 99-5, § I, 3-22-1999]

A registration fee of \$5 shall be charged for registrations required under this article.

Sec. 14-127 Inspection required.

[Ord. No. 99-5, § I, 3-22-1999]

(a)

All dwelling units, rooming units, dwellings, boardinghouses, rooming houses, lodging houses, tourist houses and hotels that rent to permanent residents and dormitories shall be inspected systematically in compliance with this article and all other applicable laws.

(b)

These inspection requirements are not intended to conflict with licensing and inspection requirements promulgated by the state.

(c)

The provisions of this section shall not apply to:

(1)

Dwellings, buildings, structures and uses owned and/or operated by a governmental agency; and

(2)

Hotels that do not rent to permanent residents.

(d)

Where a nonresidential business or activity, or a state licensed and inspected use occupies a portion of a building and premises, which would be otherwise subject to this article, the provisions of this article shall be applicable to the residential and common or public areas of such building and premises.

Sec. 14-128 Frequency of inspections.

[Ord. No. 99-5, § I, 3-22-1999]

(a)

All property subject to inspection shall be inspected no less than once every five years.

(b)

Nothing in this section shall preclude the inspection of said dwellings more frequently than once every five years.

Sec. 14-129 Inspection certificate required.

[Ord. No. 99-5, § I, 3-22-1999]

No person shall rent, let or let for occupancy any dwelling unit, rooming unit or dwelling without having a valid, current certificate of inspection for that dwelling unit, rooming unit or dwelling.

Sec. 14-130 Inspection procedure.

[Ord. No. 99-5, § I, 3-22-1999]

(a)

If, upon completion of the inspection, the premises or property is found to be in compliance with all applicable provisions of the Code of Ordinances, and the appropriate fee(s) has been paid, the City shall issue a certificate of inspection for the property;

(b)

If, upon completion of the inspection, the premises or property is found to be in violation of one or more provisions of all applicable provisions of the Code of Ordinances, the City shall provide written notice of such violations and shall set a reinspection date before which such violation(s) shall be corrected. If such violation(s) has been corrected within that period, the City shall issue a certificate of inspection for the property. If such violation(s) has

not been corrected within that period, the City shall not issue the certificate of inspection and may take any action necessary to enforce compliance with all applicable provisions of this article and the Code of Ordinances. If such uncorrected violation(s) does not pose an immediate threat to the health, safety, and welfare of the occupants or other residents of the City, the Building Inspector or the Building Inspector's designee may authorize the occupancy of the premises for a period not to exceed 60 days.

Sec. 14-131 Request for inspection.

[Ord. No. 99-5, § I, 3-22-1999]

The owner(s) of any property subject to this article may request inspections of said property at any time.

Sec. 14-132 Certificate expiration date.

[Ord. No. 99-5, § I, 3-22-1999]

(a)
A certificate of inspection issued pursuant to this article shall expire five years from the date of its issuance.

(b)
The certificate of inspection shall have the expiration date prominently displayed on its face.

Sec. 14-133 Certificate transferability.

[Ord. No. 99-5, § I, 3-22-1999]

A certificate of inspection issued pursuant to this article shall not be transferable to succeeding owners.

Sec. 14-134 Certificate availability.

[Ord. No. 99-5, § I, 3-22-1999]

Upon the request of an existing or prospective tenant, the owner(s) or the duly designated agent or local manager shall produce the certificate of inspection for review.

Sec. 14-135 Suspension or revocation of certificate.

[Ord. No. 99-5, § I, 3-22-1999]

If the Building Inspector determines that any owner(s) has failed to comply with this article or any applicable provision of the Code of Ordinances, after having given that person written notice of said violation(s) and an opportunity to correct said violation(s), the Building Inspector may suspend or revoke the certificate of inspection held by such owner(s).

Sec. 14-136 Fees.

[Ord. No. 99-5, § I, 3-22-1999]

(a)
There is hereby established the following fee schedule for each inspection required by this article:

	Number of Units Within a Structure	Fee
	1	\$30
	2	\$20
	Plus per each additional unit over 2	\$10

(b)
There is hereby established the following fee schedule for reinspection required by this article which is necessitated by the existence of a violation(s) of this article ascertained during an inspection:

(1)
First reinspection per unit or common area: \$10.

(2)

All subsequent reinspections, per unit or common area: \$15.

(c)

The units enumerated above shall include units used or occupied by the owner or the owner's representative(s).

(d)

Where a property does not have a current certificate of inspection, then for purposes of calculating the fee therefor, the first required inspection date for the property shall be deemed the first inspection.

(e)

For purposes of this section that term "unit" shall mean dwelling unit, rooming unit, or dwelling.

Sec. 14-137 Nuisance injunction.

[Ord. No. 99-5, § I, 3-22-1999]

Any violation of this article is hereby declared to be a nuisance. In addition to any other relief provided by this article, or the Code of Ordinances, the City Attorney may apply to a court of competent jurisdiction for an injunction to prohibit the continuation of any and all violations of this article. Such application for relief may include seeking a temporary restraining order, temporary injunction and permanent injunction. The City Attorney may request and receive, on behalf of the City, reimbursement for any and all costs and expenses, including reasonable attorney fees, related to such injunction proceedings and any other enforcement action or litigation related to or arising from a violation(s) of this article. All such penalties or awards to the City related to a violation (s) of this article may be applied as a special assessment or lien against the property for collection by the City.

Sec. 14-138 Penalty.

[Ord. No. 99-5, § I, 3-22-1999]

Any person, firm or corporation violating any provision of this article shall be fined not less than \$25 nor more than \$1,000 plus court costs and expenses, including reasonable attorney fees, for each offense, and a separate offense shall be deemed committed on each day during or on which a violation(s) occurs or continues.

SUBCHAPTER 3
MAINTENANCE

275-31. Scope. This subchapter deals with the maintenance of structures and equipment.

275-32. Exterior Structure. 1. RESPONSIBILITY.

The general welfare of the residents of the city requires that the exterior of structures, whether vacant or occupied, shall be kept in a good state of repair and maintained by the owner or operator in such a way as to protect the safety, health and welfare of the occupants and public and to prevent the blighting of city neighborhoods.

2. STRUCTURAL MEMBERS. All supporting structural members of all structures shall be kept structurally sound, free of deterioration and maintained capable of safely bearing the dead and live loads imposed upon them.

3. EXTERIOR SURFACES. Every foundation, exterior wall and roof shall be reasonably weatherproof, watertight, rodent-proof, insect-proof and shall be kept in a reasonably good state of maintenance and repair.

a. Wood. All exterior wood surfaces shall be reasonably protected from the elements and against decay, by paint or other approved protective coating applied in a workmanlike manner.

b. Ferrous Metal. All ferrous metal surfaces shall be properly surface-coated when required to prevent deterioration.

c. Previously Painted Surfaces. The following types of surfaces must be maintained to prevent blighting effect on the surrounding neighborhood:

c-1. Painted masonry surfaces must be maintained painted or have the paint removed from the surfaces.

c-2. Other painted surfaces must be maintained painted.

d. Decorative Features. All cornices, entablatures, belt courses, corbels, terracotta trim, wall facings and similar decorative features shall be maintained in good repair with proper anchorage and in a safe condition.

e. Signs, Marquees and Awnings. All canopies, marquees, signs, metal awnings, stairways, fire escapes, standpipes, exhaust ducts and similar overhang extensions shall be

maintained in good repair and be properly anchored so as to be kept in a safe and sound condition. They shall be protected from the elements and against decay and rust by the periodic application of a weather-coating material such as paint or other protective treatment.

f. Chimneys and Supplied Smoke Pipes. Every chimney and every supplied smoke pipe shall be adequately supported, reasonably clean and maintained in a reasonably good state of repair.

g. Stairways and Porches. Every inside and outside stairway, porch and appurtenance thereto shall be constructed as to be reasonably safe to use and capable of supporting the load that normal use may cause to be placed thereon and shall be kept in sound condition and in a reasonably good state of maintenance and repair.

h. Stairways, Exits and Service Walk Stairways. Stairways, exits and all service walk stairways shall be kept in a reasonable good state of repair and be unobstructed at all times.

h-1. Required. h-1-a. Every stairway and service walk stairway of more than 3 risers shall have at least one handrail mounted on the left, as one mounts the stairs.

h-1-b. Stairways of more than 3 risers shall have a handrail on each open side.

h-2. Height. Handrails shall not be less than 30 inches nor more than 34 inches vertically above the nose of the stair tread.

h-3. Opening Below Top Rail.

h-3-a. When handrails protecting the open sides of a stairway are replaced, they shall have an intermediate rail or rails, or an ornamental pattern designed to prevent the passage of an object with a diameter larger than 4 inches.

h-3-b. Handrails in industrial occupancies shall provide an intermediate rail at midheight.

h-3-c. Subdivision 3 does not apply to service walk handrails.

i. Guardrails. i-1. Opening Below Top Rail.

i-1-a. When guardrails are replaced they shall have an intermediate rail or rails, or an ornamental pattern designed to prevent the passage of an object with a diameter larger than 4 inches.

275-32-4 Building Maintenance

i-1-b. Industrial occupancies shall provide an intermediate rail at midheight.

i-2. Height. All replacement guardrails shall comply with the following:

i-2-a. Guardrails in one and 2-family dwellings shall be not less than 36 inches in height.

i-2-b. Guardrails in occupancies other than one and 2-family dwellings shall be not less than 42 inches in height.

4. WINDOWS, DOORS AND BASEMENT HATCHWAYS. a. Condition. Every window, exterior door and basement hatchway shall be reasonably weathertight and rodent-proof, and shall be kept in a reasonably good working condition and a reasonably good state of maintenance and repair.

b. Openable Windows. Every window, other than a fixed window, shall be capable of being easily opened and shall be held in position by window hardware.

c. Door Hardware. Every exterior door, door hinge and door latch shall be maintained in good condition. Door locks in dwelling units shall be in good repair and capable of tightly securing the door.

5. ROOF DRAINAGE. All water shall be conveyed and drained from every roof so as not to cause dampness or damage to the exterior or interior of the structure. Water shall be drained and directed in a manner which will in no way damage the adjoining premises.

6. ROOF GUTTERS AND CONDUCTORS. Except for private detached accessory buildings not more than 1,000 square feet in area, all roofs of all buildings and structures shall be provided with approved-type gutters and conductors. Gutters and conductors shall be properly installed and maintained in good repair at all times.

7. VACANT STRUCTURES.

a. Owners shall have the responsibility for maintaining all vacant dwelling units, dwellings, structures, principal buildings and accessory buildings in a locked or closed condition so that they cannot be entered without an unlawful break-in. The owner of any building that has become vacant shall within 30 days after the building becomes vacant or within 30 days after assuming ownership, whichever is later, file a registration statement pursuant to s. 200-51.7-3. The commissioner may, to assure compliance with this subsection, order an owner to board a structure.

a-1. Owners prior to boarding of a structure under order of the commissioner shall apply for a permit and pay the fee required under s. 200-33.

a-2. Boarding of a structure shall be required for all doors and windows on ground level and those doors and windows accessible to grade by stairs or permanently fixed ladders or within 10 feet of grade.

a-3. Boards shall be cut to fit door and window openings, and square head or star drive screws at least 3 inches in length with washers shall be used to fasten boards to a structure.

a-4. At least one door boarded at the grade level shall be maintained with locks or hinges to permit entry for inspection purposes under subd. 7.

a-5. Boards shall be a minimum of 5/8" thick and be painted to match the trim or siding color of the structure, or be painted forest green.

a-6. Screening or alternate methods of boarding may be permitted when approved by the commissioner.

a-7. The owner of a structure boarded under subd. 1 shall be required, upon notification, to provide entry to the structure to the commissioner at least once every 6 months, for inspection purposes as specified as s. 200-51.7, or at anytime when the structure has been unlawfully entered.

a-8. The owner of a board structure shall notify the commissioner in writing no later than 10 days after sale of the structure or the unboarding of the property.

b. If, after a reasonable notice, the owner fails to board the structure, the commissioner may request the department of public works either by city personnel or by contract to correct the situation and charge the cost thereof upon the tax rolls of the property.

8. FENCES. Every fence shall be kept in a reasonably good state of maintenance and repair or shall be removed.

9. GARAGE DOORS. Garages and accessory buildings designed or utilized for the storage of motor vehicles shall be equipped with operative doors at all entranceways.

10. PUBLIC AREAS. All servicewalks, steps, driveways, parking spaces and similar paved areas for public use shall be kept in a proper state of repair.

11. ADDRESS NUMBERS. All dwellings and principal nonresidential buildings shall be provided with address numbers so that numbers placed on houses and buildings shall not be less than 3 inches, including background, in height, and shall be distinctly legible and shall be posted in a conspicuous place on the front of each house or building, and at the rear or side of properties that abut or are adjacent to alleys so as to be easily seen and read from such public ways. When a background is used, the number proper shall not be less than 2 inches in height.

12. ROOFING MATERIAL. Rolled roofing material shall not be installed over any existing roofing material except existing rolled roofing.

13. FACADE CRITICAL EXAMINATION

a. Purpose. In order to maintain a building's facade in a safe condition, the following requirements shall apply to all buildings which are 15 years old or greater and which have 5 or more stories.

b. Exemptions. This subsection shall not apply to:

b-1. Walls above the 5th story that are set back more than 25 feet from the wall below, provided the setback has an access door for building maintenance and service only, from the occupied space.

b-2. Exterior walls that are 12 inches or less from the exterior wall of an adjacent building.

c. Definitions. In this subsection:

c-1. "Category I building" means a building constructed with exterior walls and parts thereof that are primarily reinforced with or are in direct contact with non-corrodeable metal.

c-2. "Category II building" means a building constructed with exterior walls and parts thereof that are primarily reinforced with or are in direct contact with corrosion-resistant metal.

c-3. "Category III building" means a building constructed with exterior walls and parts thereof that are primarily reinforced with or are in direct contact with corrodeable metal.

c-4. "Category IV building" means a building constructed with exterior walls and parts thereof that are primarily secured to the substrate by adhesive bond or with masonry headers.

c-5. "Close-up visual examination" means that the professional or the architect-in-training, engineer-in-training, technician, contractor or skilled trades person, under the professional's direct supervision, must actually touch the facade by hand or tool, unless other methods are approved prior to the inspection by the commissioner.

c-6. "Corrodeable metal" means unprotected carbon steel, shop-primed steel, uncoated reinforcing bars and other metals that can corrode.

c-7. "Corrosion-resistant metal" means corrodeable metal that is galvanized, epoxy-coated or painted specifically to resist corrosion with that finish intact.

c-8. "Critical examination" means a close-up visual examination of the condition of one scaffold drop per elevation of facade, or parts thereof, performed by or under the direct supervision of a professional employed by the owner or agent for the purpose of determining if remedial work is required. The facade area which cannot be examined through a close-up visual examination shall be subject to a remote examination.

c-9. "Facade" means all areas on the exterior of the building, except for horizontal roof areas. The facade includes all walls, windows, balconies, cornices, parapets and appurtenances. The facade also includes walls supported on roofs, such as penthouse walls, chimneys, etc.

c-10. "Non-corrodeable metal" means stainless steel, aluminum or other metal that does not corrode under atmospheric conditions.

c-11. "Professional" means a registered architect or registered structural engineer in the state of Wisconsin. The professional responsible for the critical examination shall be qualified by education and experience in design, inspection or repair design of the type of exterior wall system(s) on the building being examined and shall perform services only in the areas of his or her competence as required under ch. A-E 8, Professional Conduct, Wis. Adm. Code.

c-12. "Remote examination" means an examination performed by a professional and involving the use of binoculars, photographic magnification techniques, remote observation equipment or infra-red or thermography cameras, which can demonstrate reasonable reliability in determining if an area needs a critical examination.

275-32-13-d Building Maintenance

c-13 "Repair plan" means a plan created by the professional which identifies the nature of the defect to be corrected, a detailed procedure for making the repairs, a detailed sketch of the corrections or installation, a plan outlining protective measures for the public when applicable and a time schedule for the repairs.

c-14. "Safe" means a condition observed in a wall that exhibits neither an "unsafe and imminently hazardous condition" nor "safe with an ordinary repair and maintenance program" at the time of the critical examination.

c-15. "Safe with an ordinary repair and maintenance program" means a condition of a building façade, or part thereof, that is safe at the time of inspection, but requires ordinary repairs or maintenance within a time period designated by the professional, not to be later than the next required façade inspection date, in order to prevent its deterioration into an unsafe or unsafe and imminently hazardous condition.

c-16. "Scaffold drop" means a movement from top to bottom of a building façade and covering an area at least 24 feet wide using scaffolding, cranes, hoists, cherry pickers, ladders and other devices that permit a close-up visual examination of the façade at elevations above grade level.

c-17. "Story" means the space in a building between the surfaces of any floor and the floor next above or below, or roof next above, or any space not defined as basement, ground floor, interior balcony, mezzanine, penthouse or attic. The number of stories of a multistory building includes all stories except the basement, ground floor, interior balcony, mezzanine, penthouse or attic.

c-18. "Unsafe and imminently hazardous condition" means a condition in which a façade has no reliable means of structural support and is dangerous to people or property.

c-19. "Unsafe condition" means a condition of a façade, or part thereof, which was reported as safe with an ordinary repair and maintenance program in an earlier critical examination report and, upon inspection, is found not to have been corrected within the time period designated by the professional.

d. Periodic Critical Examination. A critical examination shall be performed by a professional and shall include all of the following:

d-1. The examination shall begin with an elevation parallel to any public sidewalk, walkway, street or alley.

d-2. A close-up visual examination of the building to be performed from a platform or device which allows an inspection of the facade area which can be reached by one scaffold drop per elevation. Other methods may include photographic magnification techniques, remote observation equipment or infra-red or thermography cameras, which can demonstrate reasonable reliability and which may be approved in addition to the close-up visual examination by the commissioner on a case-by-case basis.

d-3. A remote examination of those facade areas which are not accessible during the close-up visual examination.

d-4. A complete review of the most recently prepared inspection report.

d-5. A complete review of the pertinent drawings and specifications of the building to determine the specified designs of the facades on the building.

d-6. A complete review of the drawings, specifications and maintenance reports on previous repair work performed on the facades

d-7. Documentation of the condition of the facades through photographs and drawings.

d-8. A notification to the owner or agent of any wall areas that are bowed, bulged, displaced or leaning inward or outward and, where such defects exist, an examination of the condition of a sufficient number of metal ties, anchors and shelf angles that support the wall at these locations. The owner or agent shall promptly notify the department of such defects, and it shall be the responsibility of the professional to determine the appropriate repair or stabilization procedures. All work necessary to rectify the defects shall be done on a schedule set by the department, in consultation with the professional.

d-9. Examination of the substrate of wall areas with external visible distress.

e. Remote Examination. A remote examination, rather than a critical examination, may be performed by a professional on all facades which are more than 25 feet from the street line, alley, sidewalk, any paved walkways, plazas or play areas that are routinely used by the public and shall include all of the following:

e-1. Methodically scanning the facade area through the use of magnification devices.

e-2. Viewing vertically from street grade and down from parapet (where possible) and along all corners for alignment of facade elements.

e-3. Viewing horizontally to check for alignment of bands of facade elements (such as cornices, water tables, balconies, window lintels and sills).

e-4. Examining any areas which are bowing, bulging, displaced or leaning inward or outward by performing a critical examination.

f. Fire Escape Critical Examinations. Fire escape critical examination reports, as required by s. 214-19-2, may be provided as part of this report.

g. Examination Schedule. Inspection reports must be filed with the department on the following schedule, unless otherwise ordered by the commissioner:

g-1. Category I Buildings. g-1-a. If constructed prior to 1920, by December 1, 2004 and every 12 years thereafter.

g-1-b. If constructed between 1920 and 1950, by December 1, 2005 and every 12 years thereafter.

g-1-c. If constructed in 1951 or later and 15 years old or older, by December 1, 2006 and every 12 years thereafter.

g-2. Category II and IV Buildings.

g-2-a. If constructed prior to 1920, by December 1, 2004 and every 8 years thereafter.

g-2-b. If constructed between 1920 and 1950, by December 1, 2005 and every 8 years thereafter.

g-2-c. If constructed in 1951 or later and 15 years or older, by December 1, 2006 and every 8 years thereafter.

g-3. Category III Buildings.

g-3-a. If constructed prior to 1920, by December 1, 2004 and every 5 years thereafter.

g-3-b. If constructed between 1920 and 1950, by December 1, 2005 and every 5 years thereafter.

g-3-c. If constructed in 1951 or later and 15 years or older, by December 1, 2006 and every 5 years thereafter.

g-4. If a critical examination report was completed 5, 8 or 12 years or less prior to the submission due date, depending on the building category, the report may be submitted to the department for review. If the report is accepted, the next report will be due within 5, 8 or 12 years of when that report was originally completed, depending on the building category.

h. Critical Examination Reports. The professional shall submit a written report to the owner or agent and 2 copies of the report to the commissioner. A critical examination by a professional shall be performed with the understanding that, because of the physical properties of the many materials commonly used for constructing facades, and the limitations on detecting concealed internal wall distress, a critical examination performed by a professional may not find "unsafe and imminently hazardous conditions" in the façade that are not visible from the exterior. Therefore, submittal of the critical examination report is not a representation that all "unsafe and imminently hazardous conditions" in the façade have been identified. The report shall include:

h-1. The name and address of the building.

h-2. The name, address and phone number of the building owner and agent.

h-4. A site plan of the building showing adjacent streets and alleys, and relationship of the building to property lines and adjacent buildings.

h-5. A description of the building, including the number of stories, height, plan dimensions, age and type of exterior wall construction, describing (as applicable) cornices, soffits or similar overhangs or features.

h-6. Overall photographs or drawings of the 4 elevations of the building.

h-7. A detailed description of the critical examination in narrative form, including start and completion dates.

h-8. A designation of the building's status by the professional, as defined in par. c.

h-9. Drawings or photographs describing the locations and extent of all significant distress or deteriorated conditions observed in the facades.

h-10. A description of recommended repair work and precautionary measures that will be taken to safeguard the public, if any, and the recommended completion date of such work.

h-11. Where appropriate, a comparison of conditions of facades on the building with conditions observed during previous examinations.

h-12. A recommendation for future examination, if earlier than 5 years from date of the report.

h-13. The signature and seal of the professional who performed the critical examination.

h.

275-33 Building Maintenance

h-14. The signature of the owner or agent acknowledging his or her knowledge of the building's condition and responsibility to maintain the building in a safe condition.

h-15. The date of the report.

h-16. Other documents, notes, summaries, memoranda, letters or ancillary reports pertinent to the critical examination report prepared by the professional and submitted to the owner.

i. Building Status. Based upon the exterior maintenance status of each building, the commissioner may issue orders to make needed repairs and obtain required permits. The procedure shall be as follows, based upon the exterior maintenance status of each building:

i-1. Buildings Determined "Safe". One copy of the report shall, if completed in compliance with par. h, be returned to the owner or agent, and professional, bearing a stamp of receipt signed by the commissioner.

i-2. Buildings Determined "Safe With an Ordinary Repair and Maintenance Program". One copy of the report shall, if completed in compliance with par. h, be returned to the owner or agent bearing a stamp of receipt signed by the commissioner upon approval of a repair schedule prior to the commencement of any work and filing of a second report by a professional stating the required work was performed.

i-3. Buildings Determined to be in an "Unsafe Condition". One copy of the report shall, if completed in compliance with par. h, be returned to the owner or agent bearing a stamp of receipt signed by the commissioner upon filing of a repair plan prepared by a professional, filing of a follow-up report by the professional stating that the building has been brought back to a "safe condition" within the time schedule established by the commissioner and completion of a scheduled inspection by the department.

i-4. Buildings Determined to be in an "Unsafe and Imminently Hazardous Condition". One copy of the report shall, if completed in compliance with par. h, be returned to the owner or agent bearing a stamp of receipt signed by the commissioner upon completion of the following:

i-4-a. Notification by the professional to the commissioner by the next business day related to the condition of the building.

i-4-b. Detailing the appropriate precautionary measures to be taken by the owner prior to a scheduled city inspection to prevent further deterioration and to make the site safe to the public and building occupants prior to scheduled repairs being performed. If the building owner fails to take these measures prior to the city inspection, the commissioner may cause the

precautionary measures to be taken. The cost incurred by the city in taking the necessary precautionary measures may be charged against the real estate upon which the building is located, and if that cost is so charged it is a lien upon such real estate and may be assessed and collected as a special charge.

i-4-c. Submission of a repair plan within 3 business days of the notification to the commissioner of the condition of the building.

i-4-d. A written report by the professional noting that repairs have been performed to bring the building into a "safe condition" on a schedule created by the commissioner shall be submitted in duplicate to the commissioner by the owner.

i-4-e. A professional has submitted a maintenance plan for the building and monthly reports to the commissioner related to the maintenance work performed.

i-4-f. Another critical examination has been scheduled to be performed within a year, with the report of that examination to be submitted to the commissioner.

275-33. Interior Structure. 1. GENERAL. The interior of a structure and its equipment shall be maintained by the owner or operator in a structurally sound and sanitary condition so as not to pose a threat to the health and safety of the occupants, and protect the occupants from the environment. No person shall occupy as owner-occupant, or let to another for occupancy or use any structure, dwelling, dwelling unit or portion thereof, which does not comply with the requirements of this section and subchs. 4 to 7.

2. STRUCTURAL MEMBERS. The supporting structural members of every building shall be maintained structurally sound, not showing any evidence of deterioration which would render them incapable of carrying the imposed loads.

3. INTERIOR SURFACES. a. Every interior partition, wall, floor and ceiling shall be capable of affording privacy, kept in a reasonably good state of repair and maintained so as to permit them to be kept in a clean and sanitary manner.

b. Every toilet, bathroom and kitchen floor surface shall be constructed and maintained so as to be substantially impervious to water and so as to permit such floor to be easily kept in a clean and sanitary condition.

4. **FREE FROM DAMPNES.** In every building, cellars, basements and crawl spaces shall be maintained reasonably free from dampness to prevent conditions conducive to decay or deterioration of the structure.

5. **INTERIOR STAIRWAYS.** a. Every interior stairway shall be so constructed and maintained as to be safe to use and capable of supporting the anticipated loads.

b. Handrails for interior stairways shall comply with s. 275-32-3-h-1-a.

6. **INTERIOR DOORS.** Every interior door, door hinge and door latch shall be maintained in a good state of repair.

7. **MEANS OF EGRESS FOR ONE AND 2-FAMILY DWELLINGS.** a. No owner or operator of a one or 2-family dwelling that has 2 or more means of egress from the dwelling unit or units shall reduce or permit to be reduced the number of means of egress from any dwelling unit to less than 2. Second floor airing porches may be counted as one of the required means of egress from second floor units if a second exit was not provided.

b. In a 2-family dwelling, no doors that serve as a common means of egress shall be locked against egress when the building is occupied. All locking devices which prevent egress or which require the use of a key to exit shall be prohibited.

275-34. Supplied and Furnished Equipment.

1. **SUPPLIED FACILITIES.** Every supplied facility, piece of equipment or utility which is required under this chapter shall be so constructed or installed that it will function properly, and shall be maintained in reasonably good working condition.

2. **PLUMBING FIXTURES FURNISHED BY OCCUPANTS.** Every plumbing fixture furnished by the occupant shall be properly installed and shall be maintained in reasonably good working condition, in a clean and sanitary state, and free from defects, leaks or obstructions.

3. **STORM WINDOWS.** In any rental dwelling or rental dwelling unit, storm windows or at least double glazed windows shall be supplied by the owner for each window in each habitable room of the rental dwelling unit except that such windows need not be provided if heat in the rental dwelling or rental dwelling unit is supplied by the owner. Storm windows shall cover the entire window surface and be capable of adequately sealing out cold air and be constructed of rigid, clear material. Clear, rigid plastic or film materials may be used instead of storm windows when installed on the interior of the primary window in a manner to prevent air infiltration. Flexible film shall

not be allowed on the exterior of buildings. Flexible film shall be removed during periods when screens are required. The responsibility of installing the storm windows or other approved materials shall be assumed by the owner, except in one and 2-family dwellings, the tenants shall be responsible for installation.

4. **USE OF HEATING FACILITIES.**

Every occupant of a dwelling unit shall be responsible for the exercise of reasonable care, proper use and proper operation of supplied heating facilities.

5. **DISCONTINUANCE OF SERVICES.**

No owner or operator may cause any service, facility, equipment or utility which is required or supplied to be removed from or shut off from, or discontinued for any occupied dwelling or dwelling unit, except for such temporary interruption as may be necessary while actual repairs, replacements or alterations are being made.

6. **DAMAGE TO PROPERTY.** No person may wilfully or wantonly damage, mutilate or deface any part of residential real estate, supplied fixtures and equipment, and supplied furnishings or any other property of another.

275-35. Graffiti Abatement. 1. DEFINITION.

In this section, "graffiti" means any inscription, word, figure or design marked, scratched, etched, drawn or painted with spray paint, liquid paint, ink, chalk, dye or other similar substances on buildings, fences, structures, equipment and similar places without the express permission of the owner or operator of the property.

2. **PUBLIC NUISANCE.** The existence of graffiti on any real property within the city is expressly declared to be a public nuisance as it affects the public health, safety and welfare, and it shall be the duty of the owner or operator of the property to keep the property free of graffiti at all times.

3. **GRAFFITI PROHIBITED.** No owner or operator of any real property within the city may maintain or allow any graffiti to remain upon any structure located on such property when the graffiti is visible from the street or other public or private property.

4. **NOTIFICATION BY DEPARTMENT.** Whenever the department determines that graffiti on any building or structure within the city is visible from the street or other public or private property, the department may notify by letter the owner or operator of the property that the graffiti shall be abated in a timely manner.

275-36 Building Maintenance

5. **GRAFFITI ABATEMENT.** a. The commissioner may issue an order to the property owner or operator of the property to abate the graffiti observed by the commissioner at the time of inspection within a reasonable time after notification.

b. The minimum compliance of any order shall be the obliteration of graffiti by a primer paint. Removal of the graffiti with primer paint and matching building paint or other suitable removal system appropriate to the surface shall be encouraged.

c. Upon the failure of the property owner or operator to comply with the order of graffiti abatement issued by the department by the designated date, the department may cause the graffiti to be abated by city forces or private contract. The city or private contractor shall be expressly authorized to enter on the property and abate the graffiti upon exterior walls, fences and other structures abutting public streets, property or right of way. All reasonable efforts to minimize damage from such entry shall be taken by the city, and any paint used to obliterate graffiti shall be as close as practicable to the background color or colors. The cost of the graffiti abatement and inspection costs shall be charged against the property, shall be a lien upon the property and shall be collected as a special charge.

b. The registered architect or registered structural engineer shall submit a written report showing the structural condition of the below-grade structure to the commissioner.

c. All defects noted on the written report submitted by the registered architect or registered structural engineer shall be corrected by the owner within a time period prescribed by the commissioner. Any structural repairs will require the owner to obtain a repair permit.

d. A written report showing that all defects noted in the prior report have been corrected shall be submitted in duplicate to the commissioner by a registered architect or registered structural engineer.

4. **ABANDONED BELOW-GRADE STRUCTURE.** If an owner chooses to abandon a below-grade structure, the owner shall obtain a permit from the department of city development. If the structure is located within the public right-of-way, a permit shall be obtained from the department of public works.

275-36. Below-Grade Structure.

1. **DEFINITION.** In this section, "below-grade structure" means any underground space, of which all or a portion extends beyond the building line. This includes, but is not limited to sidewalk vaults, equipment vaults, retaining walls, pits, etc., but does not include underground storage tanks of steel or plastic.

2. **INSPECTION.** The department is authorized to perform an exterior and interior inspection of any below-grade structure which is deemed by the department to be a potential safety hazard.

3. **CRITICAL EXAMINATION.** a. If upon inspection the department finds any below-grade structure which appears defective or unsafe, or creates a nuisance, the commissioner may order that a critical examination be performed by a registered architect or registered structural engineer employed by the owner or the agent.

SUBCHAPTER 4
LIGHT, VENTILATION, SPACE

275-40. Scope; Responsibility. 1. SCOPE.

This subchapter governs the minimum conditions and standards for the light, ventilation and space for the occupancy of a structure. All light, ventilation and space conditions shall comply with the requirements of this subchapter insofar as they are applicable.

2. RESPONSIBILITY. The owner or operator of the structure shall provide and maintain light and ventilation and space conditions in compliance with this subchapter. No person may occupy as owner-occupant or let to another for occupancy or use any premises which does not comply with this subchapter.

275-41. Light. 1. GENERAL. All spaces or rooms shall be provided with sufficient light so as not to endanger health and safety.

2. WINDOW AREA. Every habitable room shall have at least one window facing directly to the outdoors. The minimum total window area, measured between stops, for every habitable room shall be at least 8% of the floor area of the room. Whenever the only window in a room is a skylight-type window in the top of the room, the total window area of the skylight shall equal at least 15% of the total floor area of the room. Skylight-type windows existing on and after December 6, 1968, may, if less than 15% of the total floor area, be increased to 15% but no skylight-type window shall be installed in lieu of a window where a skylight has not previously existed.

3. LIGHTING OF COMMON HALLS AND STAIRWAYS. a. Two to 4 Family Dwellings. Public pathways and stairways in buildings accommodating 2, 3 or 4 families shall be provided with convenient light switches controlling an adequate lighting system which may be turned on when needed. An emergency circuit is not required for this lighting.

b. Five or More Families. Public pathways and stairways in buildings accommodating more than 4 families, or more than 30 persons, and every building which accommodates transients shall be lighted at all times with adequate artificial lighting; except

that such artificial lighting may be omitted from sunrise to sunset where adequate natural lighting is provided. Whenever the occupancy of the building exceeds 100 persons, the artificial lighting as regulated herein shall be on an emergency circuit.

c. Intensity of Light. Adequate lighting system, as herein required, shall mean an intensity of 2-1/2 foot candles at a plane 30 inches above the floor line. The required intensity shall apply to both natural and artificial lighting.

4. OTHER SPACES. All other spaces shall be provided with natural or artificial light of sufficient intensity and so distributed as to permit the maintenance of sanitary conditions and the safe use of the space and the appliances, equipment and fixtures.

275-42. Ventilation. 1. GENERAL. All spaces or rooms shall be provided sufficient natural or mechanical ventilation so as not to endanger health and safety. Where mechanical ventilation is provided in lieu of natural ventilation, the mechanical ventilation system shall be maintained in operation during the occupancy of any structure or portion thereof.

2. ADEQUATE VENTILATION. Every habitable room shall have at least one window or skylight which can easily be opened, or such other device as will adequately ventilate the room. The total openable window area in every habitable room shall be equal to at least 50% of the minimum window area size or minimum skylight-type size, as required in s. 275-41-2, except where there is supplied some other device affording adequate ventilation.

3. BATHROOMS AND TOILET ROOMS. Every bathroom and toilet room shall comply with the light and ventilation requirements for habitable rooms contained in sub. 2 and s. 275-41-2 except that no windows or skylights shall be required in adequately ventilated bathrooms and toilet rooms equipped with an adequate mechanical ventilation system.

4. WINDOW SCREENS. a. Every window required for ventilation, including bath and toilet room, shall be supplied with approved screening having a wire mesh of not less than number 16 covering at least 1/3 of the window area, except that screens shall not be required for window areas above the 5th floor.

275-43 Building Maintenance

b. Every dwelling having 2 or more basement windows shall have at least 2 window screens which cover the entire window. Where there is only one basement window, it shall be similarly screened. Such screens shall have a wire mesh of not less than number 16.

c. In any rental dwelling or rental dwelling unit, the responsibility for installing the screens shall be assumed by the owner, except that in one and 2-family dwellings the tenants shall be responsible for insertion of pre-fit screens. Screens shall be hung not later than June 1 of each year. Tenants in multiple dwellings shall be responsible for the installation of adjustable frame screens when the same are provided by the owner or operator and can be easily installed from the inside.

c. Sharing a Toilet and Bath. No dwelling unit may be permitted where occupants share a toilet, bath or lavatory basin with the occupants of another dwelling unit in accordance with s. 275-51-1-b, 2-b and 3-b unless the unit has been created in accordance with the provisions of the code applicable at the time of its creation, and unless the dwelling unit is located in a 2nd class dwelling for which a valid 2nd class dwelling permit was issued in accordance with s. 275-20 and in effect on October 20, 1971.

275-43. Dwelling Unit Limitations. Dwelling units shall be separate and apart from each other. Sleeping rooms shall not be used as the only means of access to other sleeping rooms or habitable spaces.

275-44. Space Requirements. 1. MAXIMUM OCCUPANCY. a. The maximum occupancy for a one room dwelling unit shall be 2 people.

b. No dwelling unit consisting of 2 or more rooms shall be occupied by more occupants than the total number which is calculated on the following basis:

TYPE OF ROOM	OCCUPANCY SUBTOTAL
Kitchen	0
Each habitable room containing less than 70 square feet of floor area	0
Each habitable room containing at least 70 but less than 100 square feet of floor area	1
Each habitable room containing 100 or more square feet of floor area	2

2. RESTRICTIONS. a. Sleeping in Kitchens or Hallways. No person may use any kitchen, nonhabitable space or public space for sleeping purposes.

b. Minimum Ceiling Height. At least 1/2 the floor area of every habitable room shall have a ceiling height of at least 7 feet. The floor area of that part of any room where the ceiling height is less than 5 feet shall not be considered as part of the floor area in computing the total floor area of the room for the purpose of determining the maximum permissible occupancy thereof.

SUBCHAPTER 5
PLUMBING

275-50. Scope and Responsibility. 1. SCOPE. This subchapter governs the minimum plumbing facilities and fixtures to be provided. All plumbing facilities and fixtures shall comply with the requirements prescribed in this subchapter insofar as they are applicable.

2. RESPONSIBILITY. The owner or operator of the structure shall provide and maintain plumbing facilities and fixtures in compliance with this subchapter. No person may occupy as owner-occupant or let to another for occupancy or use any structure or portion thereof or premise which does not comply with this subchapter.

275-51. Required Facilities. Every occupant of every dwelling shall have unrestricted access to a kitchen sink, toilet, bath and lavatory basin required in accordance with this section.

1. TOILET. a. Every dwelling unit shall contain a toilet, except as otherwise permitted in par. b.

b. The occupants of 2 or more 2nd class dwelling units may share a toilet if the total number of occupants sharing a single toilet does not exceed 8.

2. LAVATORY BASIN. a. When existing dwelling units are remodeled to include any change in floor plans or there are additions thereto, each unit, except as otherwise specified under par. b, shall contain a lavatory basin within the room in which the required toilet is located.

b. Every 2nd class dwelling unit shall contain lavatory basins within the rooms in which communal toilets are located and the total number of lavatory basins shall not be less than the number of toilets.

3. BATH. a. Every dwelling unit shall contain a bath, except as otherwise permitted in par. b.

b. The occupants of every 2nd class dwelling unit shall have access to a bath located within the 2nd class dwelling unit occupied by them or the occupants of 2 or more 2nd class dwelling units may share a bath, provided the total number of occupants in the 2 or more 2nd class dwelling units sharing a single bath does not exceed 8.

4. KITCHEN SINK. Every dwelling unit shall contain an approved kitchen sink.

275-52. Toilet Rooms. 1. PRIVACY. Every toilet and every bath shall be contained within a room or within separate rooms which afford privacy to a person within the rooms.

2. DIRECT ACCESS. Toilet rooms and bathrooms shall not be used as a passageway to a hall or other space, or to the exterior. A toilet room or bathroom in a dwelling unit shall be accessible from any sleeping room without passing through another sleeping room.

3. LOCATION. Every communal toilet and bath, required to be provided in accordance with s. 275-51-2-b and 3-b shall be located within rooms accessible to the occupants of each dwelling unit sharing the facilities without going through a dwelling unit of another occupant and without going outside of the dwelling, and the rooms shall be located on the same floor of the dwelling, or on the floor immediately above or immediately below the dwelling units whose occupants share the use of the facilities.

275-53. Plumbing Fixtures. 1. CONDITION. All plumbing fixtures shall be maintained in a safe and useable condition. All plumbing fixtures shall be of approved material.

2. MAINTENANCE. Every supplied plumbing fixture and water and waste pipe shall be properly installed and maintained in a good, sanitary, working condition.

3. ACCESS. Plumbing fixtures shall be installed as to permit easy access for cleaning both the fixture and the area about it.

275-54. Water System. 1. GENERAL. Every sink, lavatory, bathtub or shower, drinking fountain, water closet or other facility shall be properly connected to an approved water system. All sinks, lavatories, bathtubs and showers shall be supplied with hot and cold running water.

3. SUPPLY. The water supply systems shall be installed and maintained to provide at all times a supply of water to plumbing fixtures, devices and appurtenances in sufficient volume and at pressure adequate to enable them to function satisfactorily.

275-55 Building Maintenance

4. HOT WATER. Each hot water heating facility shall be properly connected to the water system, as provided in sub. 1, and shall be capable of providing an adequate amount of hot water to be drawn at each sink, lavatory, bathtub and shower that is part of the water system at a temperature of not less than 110°F.

275-55. Sewage System. 1. GENERAL. Every sink, lavatory, bathtub or shower, drinking fountain, water closet or other facility shall be properly connected to either a public sewer system or to an approved private sewage disposal system.

2. MAINTENANCE. Every plumbing stack, waste and sewer line shall be so installed and maintained as to function properly and shall be kept free from obstructions, leaks and defects to prevent structural deterioration or health hazards. All repairs and installations shall be made in accordance with this code.

SUBCHAPTER 6
MECHANICAL HEATING AND
ELECTRICAL REQUIREMENTS

275-60. Scope; Responsibility. 1. SCOPE.

This subchapter governs the minimum mechanical and electrical facilities and equipment to be provided. All mechanical and electrical facilities and equipment shall comply with the requirements of this subchapter insofar as they are applicable.

2. RESPONSIBILITY. The owner or operator of the structure shall provide and maintain mechanical and electrical facilities and equipment in compliance with this subchapter. No person may occupy as owner-occupant or let to another for occupancy or use any premises which do not comply with this subchapter.

275-61. Heating Facilities. 1. GENERAL HEATING REQUIREMENTS. a. Every dwelling unit shall be supplied with a heating facility unless the heat is provided by a central heating facility. Such facilities shall be properly installed, be maintained in reasonably good working condition, and be capable of adequately heating all habitable rooms, bathrooms and toilet rooms contained therein, or intended for use by the occupants thereof, to a temperature of at least 67°F. at a distance 3 feet above floor level when the outdoor temperature is at or above 10° below zero Fahrenheit.

b. Every owner or operator who rents, leases or lets any dwelling unit on terms, either expressed or implied, to supply heat to the occupants thereof, shall maintain a minimum temperature of 67°F continuously during periods of occupancy.

c. Whenever a dwelling is heated by means of a furnace, boiler or other heating apparatus under the control of the owner or operator of the dwelling, the owner or operator, in the absence of a written contract or agreement to the contrary, shall be deemed to have contracted, undertaken or bound himself to furnish heat in accordance with this subsection to every dwelling unit which contains radiators, furnace heat duct outlets or other heating apparatus outlets, and to every communal kitchen, communal dining room, communal bathroom and communal toilet room located within each dwelling.

2. CENTRAL HEATING SYSTEMS.

Every supplied central heating system shall comply with the following requirements:

a. The central heating unit shall be in reasonably good operating condition.

b. Every heat duct, steam pipe and hot water pipe shall be free of leaks and shall function so that an adequate amount of heat is delivered where intended.

c. Every seal between the sections of a hot air furnace shall be tight so noxious gases will not escape into heat ducts.

3. SPACE HEATERS. Every space heater shall be properly installed, maintained in reasonably good working condition and shall comply with the following requirements:

a. No space heater burning solid, liquid or gaseous fuels shall be a portable type.

b. Every space heater burning solid, liquid or gaseous fuels shall be properly vented to a chimney or duct leading to outdoor space.

c. Every coal-burning space heater shall have a fire-resistant panel beneath it.

d. Except as noted in par. f, every space heater located within 2 feet of a wall shall be equipped with insulation sufficient to prevent the overheating of the wall.

e. Every space heater smoke pipe shall be equipped with guards, properly constructed of nonflammable material at the point where the pipe goes through a wall, ceiling, or partition.

f. The clearance of automatically controlled gas space heaters to combustible construction shall be as set forth in s. Comm 23.17, Wis. Adm. Code, as amended.

4. COOKING AND HEATING EQUIPMENT. All cooking and heating equipment, components and accessories in every heating, cooking and water heating device shall be maintained free from leaks and obstructions, and kept functioning properly so as to be free from fire, health and accident hazards. All installations and repairs shall be made in accordance with the provisions of the building code, or other laws or ordinances applicable thereto. Portable cooking equipment employing flame is prohibited, except for approved residential type food trays or salvers which are heated by a candle or alcohol lamp.

275-62 Building Maintenance

5. **INSTALLATION.** All mechanical equipment shall be properly installed and safely maintained in good working condition, and be capable of performing the function for which it was designed and intended.

a. All fuel-burning equipment shall be connected to an approved chimney flue or vent.

b. All required clearances to combustible materials shall be maintained.

c. All safety controls for fuel-burning equipment shall be maintained in effective operation.

d. A supply of air for complete combustion of the fuel and for ventilation of the space shall be provided the fuel-burning equipment.

6. **FIREPLACES.** Fireplaces and other construction and devices intended for use similar to a fireplace shall be stable and structurally safe and connected to approved chimneys.

275-62. Electrical Facilities. 1. OUTLETS.

Where there is suitable electric service available from supply lines which are not more than 300 feet away from a dwelling, including all existing dwellings now supplied with electrical services, every kitchen, living room, rooming unit and hotel unit within the dwelling shall contain at least 2 separate and remote floor or wall-type electric convenience outlets, or one such convenience outlet and one supplied ceiling or wall-type electric light fixture, and every bedroom, dining room, toilet room, bathroom, laundry room, furnace room and public hall shall contain at least one supplied ceiling-type or wall-type electric light fixture. In lieu of one supplied ceiling-type or wall-type electric light fixture, a bedroom and a dining room may each contain at least 2 separate and remote floor or wall-type electric convenience outlets. Every outlet and fixture shall be properly installed and shall be connected to the source of electric power in a proper manner.

2. **INSTALLATION.** All electrical equipment, wiring and appliances shall be installed and maintained in a safe manner in accordance with all applicable laws. All electrical equipment shall be of an approved type.

3. **DEFECTIVE SYSTEM.** Where it is found, in the opinion of the commissioner, that the electrical system in a structure constitutes a hazard to the occupants of the structure by reason of inadequate service, improper fusing, insufficient outlets, improper wiring or installation, deterioration or damage, or for similar reasons, the commissioner shall require the defects to be corrected to eliminate the hazard.

4. **OCCUPANT TO HAVE READY ACCESS.** a. Each occupant shall have ready access to all overcurrent devices protecting the conductors supplying that occupancy.

b. In a multiple-occupancy building where electric service and electrical maintenance are provided by the building management and where these are under continuous building management supervision, the service overcurrent devices and feeder overcurrent devices supplying more than one occupancy shall be permitted to be accessible to authorized management personnel only.

SUBCHAPTER 7
SANITATION AND PEST CONTROL

275-80. Scope. This subchapter governs the responsibility of persons for the maintenance of structures, equipment and premises thereof.

275-81. Sanitary Conditions. 1. CLEANLINESS.

a. Occupant's Responsibility. Every occupant of a structure shall keep in a clean and sanitary condition that part of a structure and premises thereof which the occupant occupies or controls, and prior to moving, vacating, or relinquishing occupancy or control.

b. Owner's Responsibility. Every owner or operator of a structure in which 2 or more occupants share a structure or premises shall be responsible for maintaining in a clean and sanitary condition all communal, shared or public areas of the structure and premises thereof which are used or shared by 2 or more occupants. The owner shall maintain vacant land in a clean and sanitary condition.

2. RUBBISH. Every occupant of a dwelling or dwelling unit shall dispose of rubbish in a clean and sanitary manner by placing it in rubbish containers required by sub. 4.

3. GARBAGE. Every occupant of a dwelling or dwelling unit shall dispose of all garbage and any other organic waste which might provide food for rodents in a clean and sanitary manner by placing it in the garbage disposal facilities or garbage storage containers required by sub. 4.

4. GARBAGE AND RUBBISH CONTAINERS. The owner of every dwelling unit shall furnish each dwelling unit with adequate garbage and rubbish storage containers of a type and in a location as described in ss. 79-3 and 79-4 or as otherwise approved by the commissioner of public works.

5. MAINTENANCE OF PREMISES.

a. Every premises shall be graded and drained so that:

a-1. No stagnant water accumulates or stands on the premises or within any building or structure located on the premises.

a-2. No soil spills onto the sidewalk, street or adjoining property as a result of soil erosion.

b. Every premises shall be maintained in an erosion-free and dust-free condition utilizing suitable landscaping, grass, trees, shrubs or other planted ground cover or, except in the case of a premises occupied by a single-, 2- or multi-family dwelling, other suitable means approved by the commissioner.

c. If an owner fails or neglects to comply with the provisions of this sub. within the time allotted by the commissioner, the commissioner may cause the premises to be restored to an erosion-free and dust-free condition. The cost of such action shall be charged against and be a lien upon the real estate and be assessed and collected as a special charge.

6. RAT HARBORAGES. Whenever accumulations of rubbish, boxes, lumber, scrap metal, motor vehicle bodies or any other materials upon a premises provide rat harborage, the person owning or in control of the premises shall cause the material to be removed or the materials shall be stored so as to eliminate the rat harborage. Lumber, boxes and similar materials shall be neatly piled at least one foot above the ground. If, after a reasonable notice, the owner fails to remove or properly store lumber, boxes, scrap metal or other materials that can provide a rat harborage, or to remove dilapidated and inoperative motor vehicles, the commissioner may, by city personnel or by private contractor, cause the materials or motor vehicles to be removed from the premises and disposed of. The cost thereof shall be charged against said real estate, shall be a lien upon the real estate and shall be assessed and collected as a special charge.

275-82. Extermination. 1. GENERAL. The owner or operator of any structure shall be responsible for extermination within the structure prior to renting, leasing or selling the structure.

2. EXTERMINATION OF PESTS.

a-1. Owner's Responsibility. Every owner or operator of a structure in which 2 or more occupants share a structure or premises shall be responsible for the extermination of insects, rodents or other pests on the premises whenever infestation exists in portions of the premises controlled by more than one occupant or the infestation exists in shared or public portions of the premises.

275-82-3 Building Maintenance

a-2. Every owner or operator of a condominium unit shall be responsible for the extermination of insects, rodents or other pests in the condominium unit whenever an infestation exists within 2 or more condominium units that are part of a cluster of contiguous condominium units or whenever an infestation exists in the common or limited common elements, in accordance with s. 703.02, Wis. Stats., of a cluster of contiguous condominium units.

b. Occupant's Responsibility. Every occupant of a structure containing a single occupancy shall be responsible for the extermination of any insects, rodents or other pests on the premises. Every occupant of a structure containing more than one occupancy shall be responsible for extermination within the occupancy whenever the occupancy is the only one infested. Whenever infestation is caused by failure of the owner to maintain a structure in a reasonably rodent-proof or reasonably insect-proof condition, extermination shall be the responsibility of the owner.

3. VACANT STRUCTURES AND LAND. The owner shall maintain all vacant dwelling units, dwellings, structures, principal buildings and yards free from rodents or vermin. If, after the issuance of an order to correct conditions and a reasonable time to comply, the owner fails to keep the property free from rodents or vermin, the commissioner may request the health department either by city personnel or by contract to correct the situation and charge the cost upon the tax rolls of the property, or the commissioner may perform this function if the health department's function under this subsection has been delegated to the department of neighborhood services by a memorandum of understanding.

**LEGISLATIVE HISTORY
CHAPTER 275**

Abbreviations:

am = amended

cr = created

ra = renumbered and amended

rc = repealed and recreated

rn = renumbered

rp = repealed

<u>Section</u>	<u>Action</u>	<u>File</u>	<u>Passed</u>	<u>Effective</u>
Ch. 275	rn from ch. 51*	85-1396	12/20/85	1/1/86
Ch. 275	rc	86-1766	2/3/87	6/1/87
275-2	cr	901088	11/27/90	12/15/90
275-2	am	921114	11/20/92	12/11/92
275-2	am	980963	12/18/98	1/1/99
275-20	rc	970452	11/25/97	12/16/97
275-20-0	am	050643	10/18/2005	11/4/2005
275-20-1	rn to 275-20-1.2	050643	10/18/2005	11/4/2005
275-20-1	cr	050643	10/18/2005	11/4/2005
275-20-1.5	cr	990090	5/11/99	5/28/99
275-20-1.5	am	081724	5/5/2009	5/22/2009
275-20-2	am	040127	6/15/2004	7/2/2004
275-20-3-0	am	980963	12/18/98	1/1/99
275-20-3-a	am	871174	10/6/87	10/23/87
275-20-3-a	am	990621	7/29/99	8/17/99
275-20-3-d	cr	961690	3/4/97	3/20/97
275-20-4	am	980963	12/18/98	1/1/99
275-20-4	am	990621	7/29/99	8/17/99
275-20-7-0	am	051471	3/23/2006	4/11/2006
275-20-7-p-2	am	980963	12/18/98	1/1/99
275-20-7-p-3	am	980963	12/18/98	1/1/99
275-20-7-q-0	am	050735	10/18/2005	11/4/2005
275-20-9-a	rn to 275-20-9	941797	6/6/95	6/23/95
275-20-9-a	am	980963	12/18/98	1/1/99
275-20-9-b	rp	941797	6/6/95	6/23/95
275-20-9-c	rc	030306	6/24/2003	7/11/2003
275-20-9-d-1	rc	030306	6/24/2003	7/11/2003
275-20-9-d-2	am	030306	6/24/2003	7/11/2003
275-20-9-h-2	am	980963	12/18/98	1/1/99
275-20-9-j	rn to 275-20-9-k	971710	3/3/98	3/24/98
275-20-9-j	cr	971710	3/3/98	3/24/98
275-20-11-a	am	980963	12/18/98	1/1/99
275-20-12	cr	070549	7/31/2007	8/17/2007
275-20-16	am	891827	1/16/90	2/3/90
275-20-17-0	am	891827	1/16/90	2/3/90
275-20-19-0	am	890136	10/10/89	10/28/89
275-20-19-a	am	890136	10/10/89	10/28/89
275-20-19-a-3	am	921114	11/20/92	12/11/92
275-20-19-b	am	890136	10/10/89	10/28/89
275-20-20	am	871174	10/6/87	10/23/87
275-21-3	rp	890991	7/28/92	8/14/92
275-21-6	cr	900249	6/20/90	7/10/90
275-21-6	rc	900512	1/22/91	2/8/91
275-22-3	rp	890991	7/28/92	8/14/92
275-23-6	rp	890991	7/28/92	8/14/92
275-31	cr	901353	12/21/90	1/12/91

* except for 51-2 and 51-17 which were repealed.

275—(HISTORY) Building Maintenance

275-32-1	am	901353	12/21/90	1/12/91
275-32-3-c	rc	970472	7/25/97	8/13/97
275-32-3-h	rc	911449	7/28/92	8/14/92
275-32-3-h-1-b	am	960621	7/30/96	8/16/96
275-32-3-h-3	am	901353	12/21/90	1/12/91
275-32-3-h-3-a	am	041644	4/12/2005	4/29/2005
275-32-3-i	cr	911449	7/28/92	8/14/92
275-32-3-i-1-a	am	041644	4/12/2005	4/29/2005
275-32-6	am	930944	10/19/93	11/5/93
275-32-7	rc	890682	7/25/89	8/15/89
275-32-7-0	am	041383	2/22/2005	3/11/2005
275-32-7-a-0	am	090428	11/3/2009	1/1/2010
275-32-7-a-3	am	090428	11/3/2009	1/1/2010
275-32-7-a-5	am	891307	10/13/89	11/18/89
275-32-7-a-5	am	090428	11/3/2009	1/1/2010
275-32-7-a-7	am	090428	11/3/2009	1/1/2010
275-32-7.5*	cr	041383	2/22/2005	3/11/2005
275-32-9	rc	86-1824	5/5/87	6/1/87
275-32-10	am	930944	10/19/93	11/5/93
275-32-12	cr	892299	11/6/90	11/23/90
275-32-13	cr	010409	8/2/2001	8/18/2001
275-32-13-b-1	am	030997	11/25/2003	12/16/2003
275-32-13-c	rc	030997	11/25/2003	12/16/2003
275-32-13-c-8	rc	020062	5/14/2002	6/1/2002
275-32-13-d-2	am	030997	11/25/2003	12/16/2003
275-32-13-d-3	am	030997	11/25/2003	12/16/2003
275-32-13-d-8	am	030997	11/25/2003	12/16/2003
275-32-13-e-0	am	030997	11/25/2003	12/16/2003
275-32-13-g-1	am	021706	4/15/2003	4/25/2003
275-32-13-g-1	rc	030997	11/25/2003	12/16/2003
275-32-13-g-2	am	021706	4/15/2003	4/25/2003
275-32-13-g-2	rc	030997	11/25/2003	12/16/2003
275-32-13-g-3	am	021706	4/15/2003	4/25/2003
275-32-13-g-3	rc	030997	11/25/2003	12/16/2003
275-32-13-g-4	cr	040385	7/27/2004	8/13/2004
275-32-13-h-0	am	030997	11/25/2003	12/16/2003
275-32-13-h-11	am	030997	11/25/2003	12/16/2003
275-32-13-i-2	am	030997	11/25/2003	12/16/2003
275-32-13-i-4-b	am	030997	11/25/2003	12/16/2003
275-32-13-i-4-b	am	040043	6/15/2004	7/2/2004
275-32-13-i-4-g	am	030997	11/25/2003	12/16/2003
275-33-1	am	86-1824	5/5/87	6/1/87
275-33-1	am	901353	12/21/90	1/12/91
275-33-5	rc	911449	7/28/92	8/14/92
275-33-7	cr	912132	3/24/92	4/10/92
275-34	cr	901353	12/21/90	1/12/91
275-34-3	am	930176	6/15/93	7/2/93
275-35	cr	950357	7/28/95	8/16/95
275-35-1	am	970497	11/21/97	12/16/97
275-35-4	am	971310	12/16/97	1/8/98
275-35-5	rc	971310	12/16/97	1/8/98
275-35-5-b	am	960621	7/30/96	8/16/96
275-35-5-b	am	970497	11/21/97	12/16/97
275-35-5-d	rp	970497	11/21/97	12/16/97

* Section 275-32-7.5 became null and void after 2/28/09 per the sunset provisions of File #041383.

Building Maintenance 275--(HISTORY)

275-35-6	rp	991634	2/29/2000	3/17/2000
275-35-7	rp	971310	12/16/97	1/8/98
275-36	cr	99338-1	4/11/2000	4/29/2000
275-40-2	am	901353	12/21/90	1/12/91
275-42-4-0	am	980134	5/27/98	6/13/98
275-44-2-c	am	921114	11/20/92	12/11/92
275-50-2	am	901353	12/21/90	1/12/91
275-54-4	am	872018	2/18/88	3/8/88
275-54-4	rc	912434	5/26/92	6/12/92
275-60-2	am	901353	12/21/90	1/12/91
275-61-3-f	am	990863	10/19/99	11/5/99
275-62-2	am	86-1824	5/5/87	6/1/87
275-62-4	cr	901353	12/21/90	1/12/91
275-81-1-b	am	901353	12/21/90	1/12/91
275-81-5	rc	921198	11/20/92	12/11/92
275-81-5-b	am	901353	12/21/90	1/12/91
275-81-5-b	am	920147	6/16/92	7/3/92
275-81-5-b	am	940652	2/14/95	3/3/95
275-81-5-c	am	930944	10/19/93	11/5/93
275-81-5-c	am	040043	6/15/2004	7/2/2004
275-81-6	am	901353	12/21/90	1/12/91
275-81-6	am	040043	6/15/2004	7/20/2004
275-81-7 to 12	rp	901353	12/21/90	1/12/91
275-82-1	am	901353	12/21/90	1/12/91
275-82-2-a	rn	951360	1/23/96	2/9/96
275-82-2-a-2	cr	951360	1/23/96	2/9/96
275-82-3	am	921114	11/20/92	12/11/92
275-82-3	am	980963	12/18/98	1/1/99
275-90*	cr	970595	11/4/97	11/21/97
275-91*	cr	970595	11/4/97	11/21/97
275-92*	cr	970595	11/4/97	11/21/97

* Sections 275-90, 275-91 and 275-92 became null and void after 11/21/99 per the sunset provisions of File #970595.

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5. APPLICATION FOR INSPECTION.

a. When a certificate of code compliance is required, an application for inspection shall be filed with the department on forms provided by the department within 15 days of the sale or transfer or conveyance of the property. The application shall be signed by the owner, and it shall state the street address of the dwelling to be inspected, the owner's legal name, the owner's phone number and date of birth, and, if applicable, the buyer's name, address, phone number and date of birth. The application for inspection shall be accompanied by the payment in full of the fee required in s. 200-33.

b. Failure to apply for the certificate of code compliance as required in this section may result in the department initiating the certificate of code compliance process and the department assessing double the required fee in s. 200-33-7.

c. The application for the certificate of code compliance shall be valid for one year from the date of the original inspection.

d. In the event of a sale, transfer or conveyance of a property within 3 months of the initial code compliance inspection, the new application fee shall be waived if the new owner submits an application as required by this section.

e. A certificate of code compliance application shall not be transferable.

6. INSPECTION PROCEDURE.

a. Upon proper application and the payment of the required fee, the department shall send a building inspector to inspect the exterior condition of the dwelling for its conformity with the building maintenance code.

b. The department shall issue a certificate of code compliance only after it has inspected the dwelling and found that its observable exterior conditions conform to the building maintenance code and that there are no outstanding orders issued against it pursuant to s. 308-81.

c. The certificate of code compliance shall be valid for one year after the date of issuance.

7. ENFORCEMENT. a. Hazardous Conditions. Should the department upon inspection determine that there are conditions which constitute an imminent danger to health and safety, it may order the condition to be remedied and may limit or prohibit occupancy where appropriate.

b. Nonhazardous Conditions. Should the department upon inspection determine that there are code violations which do not constitute an imminent danger, the owner may be issued a temporary certificate of code compliance and given a specified number of days to remedy the violations.

c. Reinspection. c-1. The department shall reinspect the premises as necessary to determine that the recorded code violations have been satisfactorily corrected. A reinspection fee may be charged in accordance with s.200-33-48.

c-2. The department shall issue a certificate of code compliance after finding that all of the violations have been satisfactorily corrected.

d. Uncorrected Violations. Failure to abate violations cited as a result of the inspection pursuant to an application for a certificate of code compliance constitutes a violation of the building maintenance code and may result in the enforcement measures normally instituted by the department in such instances. The department may cancel the application if the owner fails to abate such violations.

200-53. Residential Rental Certificate.

1. PURPOSE. Pursuant to s. 62.11 (5), Wis. Stats., and s. 4-10 of the Milwaukee city charter, the common council is responsible for the management and control of city property, acting for the good order of the city and the health, safety and welfare of the public. The common council has determined that there is a need to enact legislation requiring residential rental certificates to protect the public because residential rental dwelling units in the areas defined by census tracts 99-102,117-120 and the western portion of census tracts 103 and 116, with the eastern boundary defined by interstate I-43; and those bounded by Edgewood Ave. to Newberry Blvd. and Cambridge Ave. to Hackett Ave. are in need of inspection to prevent deterioration, taking into account the density of rental units, age of buildings, percentage of complaints occurring at rental units, and condition of the units in the area. Frequent inspection of these units is necessary to maintain safe, decent and sanitary living conditions for residents living in the rental units and to protect the investment made by the city in the area defined by census tracts 99-102,117-120 and the western portion of

200-53-2 Administration and Enforcement

census tracts 103 and 116, with the eastern boundary defined by interstate I-43, and due to high tenant turnover in the area bounded by Edgewood Ave. to Newberry Blvd. and Cambridge Ave. to Hackett Ave.

2. DEFINITIONS. In this section:

a. "Building maintenance code" means that portion of the building code which establishes the minimum requirements and standards of health, sanitation, safety and occupancy for residential property. These regulations governing the condition and maintenance of residential property, and the responsibility of property owners are set forth in ss. 275-32 to 275-82.

b. "Conditions which effect safe, decent and sanitary living conditions of persons occupying a residential rental unit" include items that violate fire safety; lack of or poor condition of sanitary facilities; absence of adequate heating systems or equipment; items which effect the safe operation of electrical and mechanical systems; items which effect structural integrity of the building or the ability of the building envelope to keep out the weather; or one or more conditions that if not corrected would be reasonably expected to become conditions that effect the safe, decent and sanitary conditions of the occupants.

c. "Disqualifying violation" means conditions which effect safe, decent and sanitary living conditions of persons occupying a residential rental unit, or other conditions that violate the provisions of the building code, building maintenance code or zoning code that indicate in their totality that the rental unit is not being properly maintained.

d. "Designated residential area" means:

1. The area defined as inspection district 1 which consists of census tracts 99-102, 117-120 and the western portion of census tracts 103 and 116 with the eastern boundary defined by interstate I-43.

2. The area defined as inspection district 2 which is the area bounded by the following streets: Edgewood Ave. to Newberry Blvd. and Cambridge Ave. to Hackett Ave.

e. "Dwelling" means a building which includes one or more distinct living units. It does not include a residential 2-family building in which one of the units is owner-occupied.

f. "Owner" has the meaning as set forth in s. 200-08-66.

g. "Residential rental certificate" means a written and signed statement prepared by the commissioner after an inspection has been made, that the condition of a dwelling is in compliance with the building maintenance and zoning code.

h. "Person" includes an individual, a partnership, a domestic or foreign limited liability company, a trust, an estate, an association, a corporation or any other legal or commercial entity.

i. "Sale, transfer or conveyance of ownership" means to transfer any ownership interest in a dwelling except by mortgage, gift, devise or bequest. The sale or transfer shall be deemed to occur upon the transfer of an ownership interest, the execution of a land contract or the exercise of an option to purchase property.

j. "Time of sale, transfer or conveyance" means the time when a written purchase agreement is executed by the buyer; in the absence of a purchase agreement, it shall mean the time prior to the execution of any document providing for the transfer or conveyance of a dwelling in the designated residential area.

k. "Unit" means any independently rented living space whose term of lease is 30 days or greater.

l. "Zoning code" means any requirements and standards set forth in ch. 295.

3. RESIDENTIAL RENTAL CERTIFICATE REQUIRED. a. The owner of a dwelling within the designated residential area shall apply for a residential rental certificate for each unit in order to rent the unit. Unless a unit has a valid residential rental certificate or temporary residential rental certificate, no owner of the unit shall permit any person to occupy the unit as a tenant or otherwise. A residential 2-family building that is owner-occupied is exempt from this requirement.

b. Changes in ownership interest as the result of a sale, transfer or conveyance of a dwelling within the designated residential area will require the new owner within 30 days of sale, transfer or conveyance, to apply for a residential rental certificate, subject to the provisions of sub. 6-e.

c. Any person selling, transferring or conveying an ownership interest in a dwelling shall expressly inform any person acquiring or receiving an ownership interest in a property that

a residential rental certificate is required by the city.

4. APPLICATION.

a. An application for a certificate shall be filed with the department on forms provided by the department within 30 days of January 1, 2010 and within 30 days of the expiration of a certificate. The application shall be signed by the owner, and shall state the street address of the dwelling to be inspected, the owner's legal name, the owner's phone number and date of birth.

b. Failure to apply for the residential rental certificate as required in sub. 3-b may subject the owner to the penalties specified in sub. 13-a.

5. INSPECTION.

a. Upon application, the department shall inspect the condition of the dwelling for compliance with the building maintenance and zoning code. The department shall make the inspection within 60 days of the date of application unless another date is mutually agreed upon by the department and the owner. Failure to provide access to the property on the agreed inspection date will subject the property owner to the fees specified in s. 200-33-49.5-d. The owner shall inform the tenant of the unit and place a posting on the door of the unit stating the date and time of the inspection at least 2 days prior to the inspection.

b. If a multifamily building has 10 or more units, the department shall inspect a sampling of dwelling units, of not less than 2 and not more than 10% of the dwelling units in the multifamily building. In no event will the department charge a fee for more than 10 units in a building. If the department determines upon inspection of the sampling of dwelling units there are code violations that effect the safe, decent and sanitary living conditions for the tenants of the multifamily building, then the department shall inspect another sampling of units up to 100% of the dwelling units as deemed necessary to enforce the provisions of the code. The number of the second sampling will be based on the degree of the conditions discovered in the inspected units. In that case, the fee shall be based upon the charge per unit inspected as provided in section 200-33-49.5.

c. An owner is not exempt from complying with all other applicable laws, standards and regulations pertaining to the

condition and use of buildings and structures including the authority of the commissioner to perform housing inspections in accordance with applicable law.

6. ISSUANCE OF CERTIFICATES.

a. The department shall issue a residential rental certificate only after it has inspected the dwelling or unit and found that its observable conditions conform to the building maintenance and zoning codes and that there are no outstanding orders against it. The certificate shall be valid for 4 years from the date of issuance if the inspection discovered no disqualifying violations.

b. If upon inspection of the dwelling or unit the department finds one or more disqualifying violations, then the department shall issue a one-year residential rental certificate only once all observable conditions conform with the building maintenance and zoning codes.

c. The commissioner may issue a temporary certificate if, in the commissioner's opinion, the outstanding violations do not constitute a hazard to the occupants of the dwelling or unit and if a work plan to correct the violations is submitted and approved by the commissioner. The temporary certificate shall be valid for 30 days and the commissioner may grant an extension if a revised work plan to correct the violations is submitted and approved by the commissioner. Failure to abate violations discovered resulting from inspection associated with the application for the certificate shall invalidate the temporary certificate, and no owner of the dwelling or unit shall permit any person to occupy the dwelling or unit as a tenant or otherwise.

d. If after issuance of a 4-year certificate the department subsequently finds the dwelling or unit has disqualifying violations or a pattern of repeated building or zoning code violations, the department may revoke the 4-year certificate and in lieu thereof issue a one-year certificate after the violations have been corrected. The dwelling or unit shall again be eligible for a 4-year certificate only upon the expiration of the annual certificate, and as of the first subsequent annual inspection, no disqualifying violations are found. The commissioner may also revoke either a 4-year or one-year certificate if he or she determines that violations are of a critical nature that constitute an unsafe or unfit condition that results in orders issued under ss. 200-11-5 or 200-12.5.

200-53-7 Administration and Enforcement

e. In the event of a sale, transfer or conveyance of a property within 3 months of the initial issuance of the certificate, the certificate may be transferred to the new owner until the end of a certificate valid for one year, or one year from the date of issuance of the certificate in the case of a 4-year certificate, provided the new owner submits an application as required by sub. 4. No inspection shall be required pursuant to this paragraph.

f. No owner of the dwelling or unit in the designated inspection districts which does not possess a valid rental certificate for that dwelling or unit shall permit any person to occupy the dwelling or unit as a tenant or otherwise. Upon discovery of units occupied without a certificate the department will initiate enforcement action to gain access to the property, including inspection warrants, to determine code compliance.

7. VIOLATIONS IDENTIFIED.

a. Any building maintenance and zoning code violations identified in the initial inspection for a residential rental certificate shall be abated within a reasonable amount of time to be determined by the department.

b. Any violations identified after a residential rental certificate has been issued shall be abated within a reasonable amount of time to be determined by the department and subject to the provisions of the code.

8. ENFORCEMENT.

a. Should the department upon inspection determine that there are conditions which constitute an imminent danger to health and safety pursuant to chs. 275 and 295, it shall order the condition to be remedied and may limit or prohibit occupancy where appropriate.

b. The department shall reinspect the premises as necessary to determine that the recorded code violations have been satisfactorily corrected. A reinspection fee may be charged in accordance with s. 200-33-48.

9. DEPARTMENTAL REVIEW AND APPEALS.

a. The owner may request review of decisions regarding violations or regulations imposed by the department. The request shall be made in writing on forms provided by the department and shall specify the grounds for administrative review. The request for administrative review shall be filed within 10 days of the issuance of the order.

b. The administrative review hearing shall occur within 10 days after receipt of the request.

c. The commissioner, or the person appointed as the commissioner's designee, shall conduct the administrative review hearing. At the hearing, owner and staff shall present all relevant information to the case.

d. Within 7 days of completion of the hearing conducted under this subsection, the commissioner shall mail or deliver to the owner his or her written determination stating the reasons therefore.

e. If an owner is not satisfied by the decision reached by the commissioner, he or she may make further appeal to the standards and appeal commission pursuant to s. 200-17.

10. REVOCATION. A certificate of residential rental code compliance may be revoked at the discretion of the commissioner if violations which are considered to be an unfit or unsafe condition pursuant to sub. 7-a are observed during a complaint investigation.

11. RULES AND REGULATIONS. The commissioner shall issue rules and regulations for the administration of this section.

12. REMEDIES; OTHER PROVISIONS.

a. The remedies provided in this section are not to be construed to be exclusive of any other remedy under this code, and the department may take further actions to ensure compliance with this section including, but not limited to, seeking injunctive relief and obtaining inspection warrants.

b. Nothing in this section shall be construed to limit the authority of the department to perform housing inspections in accordance with this code.

c. Nothing in this section shall limit the department from enforcing any other provision of the code or any state or federal law under its jurisdiction.

d. Nothing in this section shall be construed to relieve or exempt any person from complying with all applicable laws, this code, and standards and regulations relating to the condition and use of buildings and structures.

e. Nothing in this section shall limit, impair, alter or extend the rights and remedies of persons in the relationship of landlord and tenant that exist under applicable law.

13. PENALTY.

a. An owner failing to apply for a residential rental certificate of compliance shall

be subject to a forfeiture of \$100 for the first failure to apply. The owner shall be subject to a forfeiture of \$150 for failure to respond to each subsequent notice to apply which shall be sent by the department.

b. An owner failing to comply with any other provisions of this section shall be subject to the penalties provided in s. 200-19.

S. 200-53 administrative implementation:

a. Within 30 days of January 1, 2010, notification of all known property owners of impacted residential rental properties shall occur stating the need to apply for a certificate and to schedule the required inspections. The notification will include an inspection date that is at least 60 days past the date of the notification. The notification will include the required fees, and include a rental certificate application form, and a pre-inspection checklist to be utilized by the owner.

b. For purposes of phasing in s. 200-53, interim rental certificates shall be issued by the department and remain valid until the department conducts its initial inspection. The interim certificate shall be revoked if the owner fails to provide access to the dwelling or units on the inspection date specified in s. 200-53-4-a.

c. Within 4 ½ years of January 1, 2010, the commissioner of neighborhood services shall evaluate the results and effectiveness of the pilot program pursuant to s. 200-53 and report to the common council these results and potential improvements to be made. The authorization of this pilot program shall expire 5 years from January 1, 2010 unless reauthorized by the common council. No additional inspection areas shall be added within the period of the pilot program.

200-55. Home Occupations.

1. **PURPOSE AND INTENT.** The purpose and intent of this section is to permit residents of the city a broad choice in the use of their homes as a place of livelihood and the production or supplementing of personal and family income. This section is also intended to protect residential areas from adverse impacts of activities associated with certain home occupations.

2. **CERTIFICATE REQUIRED.** Any person engaged in a home business requiring a license or permit from the city must first obtain a certificate of home occupation from the commissioner of neighborhood services and pay the fee specified in s. 200-33-24.5. An application for a certificate of home occupation shall be filed with the department of neighborhood services on forms provided by the department. An inspection may be required prior to issuance of the certificate.

3. **REQUIREMENTS.** All home occupations shall comply with the requirements provided in ss. 295-503-3-c, 295-603-4-c and 295-803-4-c.

200-61. Architectural Review Board.

1. **PURPOSE AND FINDINGS.** The common council finds that the physical and architectural character of certain neighborhoods and locations in the city require special regulation with respect to the alteration, rehabilitation and construction of buildings, structures or sites because of significant historical, cultural, social or commercial attributes. In order to promote this goal, an architectural review board is created to review all applications for the alteration, rehabilitation or construction of any building, structure or site in a designated district, except for those exempted under sub. 10, prior to the issuance of permits under s. 200-24 by the department of city development.

2. **DEFINITIONS.** In this section:

a. "Alteration" means any material change in the exterior appearance of any building, structure or site in the district.

b. "Board" means the architectural review board.

c. "Certificate of appropriateness" means a certificate issued by the board approving the alteration, rehabilitation or construction of any building, structure or site in the district.

d. "Design guidelines" means guidelines adopted by the common council for the alteration, rehabilitation or construction of any building, structure or site in the district.

e. "District" means the area designated by common council resolution 870501 as business improvement district #2. This area shall also be known as the "Historic Third Ward District." "District" also means such additional areas as may be designated by the common council. Each district created hereunder shall have a separate board.

f. "Rehabilitation" means the improvement of property through repair or alteration.

g. "Structure" shall include, but is not limited to, a temporary or permanent sign or advertisement placed or erected on the exterior of any building, structure, site or in the public way in the district.

200-61-3 Administration and Enforcement

3. COMPOSITION. a. The board shall be composed of 7 members. The members shall consist of one member of the historic preservation commission appointed by its chair; the commissioner of the department of neighborhood services or the commissioner's designee; one member of the common council representing the district under sub. 2-e or the council member's designee, and 4 citizen members appointed by the mayor and confirmed by the common council. A majority of the citizen members shall own or occupy property in the district. Citizen members and the historic preservation commission member shall be appointed for terms of 3 years or until their successors are appointed and confirmed. Members may be reappointed to succeeding terms.

a-1. Members shall be appointed no later than 60 days after the third Tuesday in April in even-numbered years to 2-year terms expiring on the third Tuesday of April 2 years thereafter. When a vacancy occurs in a board position the appointing authority shall make an appointment within 60 days after the vacancy occurs.

a-2. The common council board member may designate an alternate in writing by filing with the city clerk's office. The alternate may represent the common council member and exercise all powers of the member when such member is unable to attend board meetings.

b. With respect to any board for any district created after February 18, 2005, 2 of the initial citizen members shall be appointed for one year; one for 2 years and one for 3 years.

c. Citizen members shall be exempt from city service provisions.

d. Citizen members may be removed for cause by the mayor.

e. Board members shall receive no compensation.

f. No member of the board shall vote on any matter that materially affects the property, income or business interest of that member or creates the appearance of a conflict of interest.

4. FUNCTIONS, POWERS AND DUTIES. The board shall:

a. Adopt by-laws, rules and procedures concerning the operation of the board.

b. Designate one of its citizen members, or retain the services of a consultant, as its administrative officer to perform administrative functions pursuant to the direction of the board and to draft decisions, findings and orders for consideration by the board.

c. Utilize the design guidelines when reviewing applications for certificates of appropriateness for the alteration, rehabilitation and construction of buildings, structures and sites in the district.

d. Issue certificates of appropriateness with or without conditions for the alteration, rehabilitation or construction of any building, structure or site in the district.

e. Advise and assist property owners and other persons and groups, regarding the design guidelines, programs and regulations concerning the district.

f. Work closely with the department of neighborhood services to provide training and technical assistance on issues relating to the design, preservation, repair, renovation and maintenance of buildings, structures and sites in the district.

g. Make recommendations to the common council regarding amendments to the design guidelines and the designation of additional areas for inclusion in the district.

5. CERTIFICATE OF APPROPRIATENESS. No person or entity shall, with respect to the exterior of any building, structure or site in the district, alter, rehabilitate, or reconstruct all or any part of, undertake any new construction with respect to, or permit any work to be performed upon a building, structure or site, nor shall the commissioner of city development issue a permit for any such work unless a certificate of appropriateness has been issued by the board, as provided in this subsection.

a. Application. Applications for a certificate of appropriateness shall be obtained from and filed with the district office which address shall be on file in the city clerk's office.

b. Review. b-1. Upon receipt of an application for a certificate of appropriateness for the alteration, rehabilitation or construction of any building, structure or site in the district, the board shall review it at its next regular meeting, provided the application is complete and is received before the board's published deadline for the receipt of applications.

b-2. The board may designate one or more persons to administratively approve applications for certificates of appropriateness that comply with the design guidelines without board review, provided that the board shall first adopt a written policy on the types of projects which may be administratively approved.

b-3. Except as provided in subd. 2, the board shall review the proposed alteration, rehabilitation or construction project to determine if it complies with the design guidelines. If the proposed project complies with the design guidelines, the board shall find the proposed project appropriate and issue a certificate of appropriateness. If the board finds that the proposed project does not comply with the guidelines, the board shall deny the application and provide written notice of this denial to the applicant within 30 days of such denial.

b-4. In the event that the board denies an application for a certificate of appropriateness pursuant to subd. 3, the applicant may request a public hearing before the board by submitting a written request to the district office within 30 days of the date of denial.

c. Public Hearing. c-1. Upon receipt of a written request for a public hearing on the board's denial of an application for a certificate of appropriateness, the board shall schedule the hearing within 45 days of receipt of the request.

c-2. Notice of the public hearing shall be sent by certified mail, return receipt requested, addressed to the applicant's address as stated in the application. Notice shall also be posted by the city clerk, sent to the common council member representing the district and sent, via first class mail, to all recorded owners of property within 500 feet of the building, structure or site in the district that is the subject of the public hearing. Notice shall be provided not less than 10 days prior to the date of the public hearing.

c-3. The notice of public hearing may require the applicant to provide supplemental information, including, but not limited to, photographs, plans, floor plans, elevations or detailed drawings of any building, structure, site or portion thereof.

c-4. The board may grant adjournments for any reason upon good cause.

c-5. At the public hearing the applicant shall be entitled to call witnesses and present evidence in support of the application for the certificate of appropriateness. The board shall take testimony from and consider the evidence of any person in attendance at the hearing. An audiotape record shall be made of all proceedings at the public hearing. Such audiotapes shall be made available to any person upon payment of the reasonable costs to process and reproduce such tapes.

c-6. After all evidence has been received, the board shall review the record to determine whether, notwithstanding non-compliance with the design guidelines, the application for a certificate of appropriateness should be granted. In making this determination the board shall consider:

c-6-a. Whether the proposed work would alter or affect any significant architectural feature of the building, structure or site upon which the work is to be done.

c-6-b. Whether the proposed alteration, rehabilitation or construction would harmonize with the character and appearance of neighboring buildings, structures or sites within the district.

c-6-c. Whether the proposed alteration, rehabilitation or construction would be consistent with an approved comprehensive land use plan for the district.

c-6-d. The existence of extraordinary circumstances under which strict adherence to the design guidelines would cause a substantial hardship on the applicant provided, however, that such hardship is not self-imposed or based solely on economic grounds.

c-7. Following review of the record from the public hearing, the board shall either affirm its denial of the application for a certificate of appropriateness or grant the application. If denial of the application is affirmed, the board shall notify the applicant of its decision by certified mail, return receipt requested, within 30 days of its decision. The board shall set forth the findings of fact that constitute the basis for its decision. All decisions of the board shall be filed with the commissioners of neighborhood services and city development.

200-61-6 Administration and Enforcement

d. Appeals. Applicants may appeal to the common council the denial of an application for a certificate of appropriateness following a public hearing. Appeals shall be in the form of a written request filed with the city clerk within 30 days after the mailing of the certified letter containing the board's decision. The city clerk shall file the appeal with the common council. The council shall hold a public hearing on the appeal and shall, by a majority vote of its members, affirm or reverse the decision of the board.

e. Resubmission of Application. Whenever an application for a certificate of appropriateness is denied, the proposed alternation, rehabilitation or construction project is ineligible for reconsideration for a period of one year following the denial.

f. The board shall issue a certificate of appropriateness within 30 days of the board's decision granting such application or within 30 days of a decision of the common council reversing the denial of an application of a certificate of appropriateness by the board after public hearing.

6. OTHER PERMITS AND APPROVALS REQUIRED. The issuance of a certificate of appropriateness shall not relieve the applicant from obtaining other necessary permits and approvals required by the city. All other ordinances, rules and regulations of the city remain applicable.

7. COMPLIANCE WITH CERTIFICATES OF APPROPRIATENESS.

a. Within 12 months of the issuance of the certificate of appropriateness, work on the project must begin, shall at all times be in compliance with the certificate and be completed within 24 months of the issuance of the certificate of appropriateness, or the certificate shall be subject to revocation by the board. The board may grant extensions to complete a project upon good cause.

b. Projects approved, started and not completed prior February 18, 2005, shall be granted an extension of 24 months from February 18, 2005.

c. Failure to comply with a certificate of appropriateness shall be a violation of this section. In the event work is being performed without, or not in accordance with, a certificate of appropriateness, the board shall request that a stop work order be issued by the commissioner of neighborhood services.

8. PERMIT REVOCATION. Any permit issued by the commissioner of city development under the terms of this section may be revoked by the commissioner of neighborhood services whenever any of the conditions under which the permit was issued are not complied with.

9. EXCEPTIONS. a. The Henry W. Maier Festival grounds, except for the grounds' perimeter fences, are exempt from the provisions of this section.

b. Ordinary routine maintenance and repair of buildings, structures or sites may be undertaken without a certificate of appropriateness, provided that the work involves routine maintenance or repair of existing features of a building or structure or the replacement of elements of a building or structure with pieces identical in appearance and provided that the work does not change the exterior appearance and does not require the issuance of a building permit.

10. VIOLATIONS. a. Whenever the commissioner of neighborhood services determines that a violation of this section exists or has reasonable grounds to believe that such a violation exists, the commissioner is authorized to order the owner to correct the violation or issue a stop work order, if requested, as provided in sub. 7-c.

b. Any person violating any provision of this section shall be subject to the penalties under s. 200-19.

200-Administration and Enforcement

"For legislative history of chapter 200, contact the Legislative Reference Bureau."

[Pages 64e and 64f are blank]

200-Administration and Enforcement

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TO: CITY OF LAKE GENEVA
 626 GENEVA STREET
 LAKE GENEVA, WI 53147

PROJECT: CITY OF LAKE GENEVA
 RIVIERA BUILDING REMODEL
 810 WRIGLEY DRIVE
 LAKE GENEVA, WI 53147

APPLICATION NUMBER: 2
 PERIOD TO: 02/25/11

FROM: SCHERRER CONST. CO., INC.
 P.O. BOX 740
 601 BLACKHAWK DRIVE
 BURLINGTON, WI 53105

ARCHITECT: MCCORMACK + ETEN ARCHITECTS, LLP
 400 BROAD STREET
 LAKE GENEVA, WI 53147

ARCHITECT'S PROJECT NO: 1026

CONTRACT DATE: Nov 5, 2011

CHANGE ORDER SUMMARY:			
Change Orders approved		ADDITIONS	DEDUCTIONS
in previous months by Owner... TOTAL---->		0	(88,598)
Approved This Month			
Number	Date Approved		
2	02/15/11	17,648	
3	02/15/11		(1,715)
TOTALS		17,648	(90,313)
NET CHANGE BY CHANGE ORDERS			(72,665)

APPLICATION FOR PAYMENT SUMMARY:	
ORIGINAL CONTRACT SUM.....	\$506,349.00
CHANGE ORDERS TO DATE.....	(\$72,665.00)
CONTRACT SUM TO DATE.....	\$433,684.00
TOTAL COMPLETED & STORED TO DATE.....	\$275,461.00
TOTAL RETAINAGE.....	\$21,684.20
TOTAL EARNED LESS RETAINAGE.....	\$253,776.80
LESS PREVIOUS APPLICATIONS FOR PAYMENT.....	\$72,970.20
CURRENT PAYMENT DUE.....	\$180,806.60

State of Wisconsin, County of Racine
 Subscribed and sworn to before me this 22-Feb-11
 Notary Public: *Stephanie L. Day*
 My Commission expires: May 29, 2011

SCHERRER CONSTRUCTION COMPANY, INC.

By: *[Signature]* Date: 22-Feb-11
 GREGORY E. ODDEN
 ACCOUNT MANAGER

REVIEWED BY ARCHITECT: MCCORMACK + ETEN ARCHITECTS, LLP
 By: _____ Date: _____ \$ _____

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

Page **1** of **2**

TO OWNER:
City of Lake Geneva
626 Geneva St.
Lake Geneva, WI 53147

PROJECT: Geneva Lake Museum

APPLICATION NO: 6 Final

Distribution to:

- OWNER
- ARCHITECT
- CONTRACTOR

PERIOD TO: 02/15/11

FROM CONTRACTOR:

Big Foot Construction & Consulting, Inc
859 Odsila Way
Fontana, WI 53125

PROJECT NO: 2010-23-001

CONTRACT FOR: Additions & Alterations to The Geneva Lake Museum of History

CONTRACT DATE: October 25, 2010

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

1. ORIGINAL CONTRACT SUM		\$124,500.00
2. Net change by Change Orders		\$0.00
3. CONTRACT SUM TO DATE (Line 1 + 2)		\$124,500.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)		\$124,500.00
5. RETAINAGE:		
a. 10 % of Completed Work	\$	\$12,300.00
(Column D + E on G703)		
b. % of Stored Material	\$	0
(Column F on G703)		
Total Retainage (Lines 5a + 5b or Total in Column I of G703)		\$12,300.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	→	\$112,200.00
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	→	\$112,200.00
8. CURRENT PAYMENT DUE		19,800
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)		(1500)

CONTRACTOR:

By: [Signature] Date: 2/22/11

State of: _____ County of: _____

Subscribed and sworn to before me this 22 day of February, 2011

Notary Public:

My Commission expires [Signature] 1-29-12

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED

AMOUNT CERTIFIED \$ 19,800.00

(Attach explanation if amount certified differs from the amount applied. If the figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By: [Signature] Date: 2-24-11

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

APPROVED BY _____

ACCOUNT #(S) _____

DESCRIPTION _____

PO # _____

2-24-2011
DEJ

**City of Lake Geneva
Council Meeting
2/28/2011**

Prepaid Checks - 2/10/11 through 2/23/11

\$43,958.76

**CITY OF LAKE GENEVA
ACCOUNTS PAYABLE ITEMS OVER \$1,000
FOR THE COUNCIL MEETING DATED 2/28/11**

BREAKDOWN PREPAID A/P COUNCIL MEETING DATE:	2/28/2011
TOTAL UNPAID ACCOUNTS PAYABLE - 2/20/11 through 2/23/11	43,958.76
ITEMS > \$1,000:	
Badger High School - COPS - secure Our Schools Grant	-41,448.00
AT&T - Various Dept Telephone Bills	-2,290.76
BALANCE OF OTHER ITEMS	220.00

DATE: 02/24/2011
 TIME: 09:21:49
 ID: AP450000.WOW

CITY OF LAKE GENEVA
 PAID INVOICE LISTING

FROM 02/10/2011 TO 02/14/2011

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
AT&T81	AT&T								
	RE021011			01/16/11		50602	02/10/11	2,290.76	2,290.76
		01 262-R428188663-1 - CITY HALL	1116105221						328.76
		02 262-R428188663-1 - POLICE	1121005221						328.76
		03 262-R428188663-1 - COURT	1112005221						82.20
		04 262-R428188663-1 - METER	4234505221						82.20
		05 262-2484715125-4 - CITY HALL	1116105221						168.17
		06 262-2484715125-4 - COURT	1112005221						36.06
		07 262-2480403367-7 - POLICE MAIN	1121005221						114.36
		08 262-2484567367-1 - POLICE	1121005221						562.01
		10 262-2482264368-9 - FIRE	1122005221						258.99
		11 262-2484913601-4 - STREET SHOP	1132105221						121.08
		12 262-2495299313-5 - 7 LIB LINES	9900005221						80.96
		13 262-2495299313-5 - 1 ST LINE	1132105221						11.56
		14 262-2495299313-5 - 4 CH LINES	1116105221						46.26
		15 262-2495299313-5 - 2 LOWER RIV	4055205221						23.13
		16 262-2495299313-5 - 1 UPPER RIV	4055105221						11.56
		17 262-2495299313-5 - 2 POLICE	1121005221						23.13
		18 262-2495299313-5 - 1 FIRE LINE	1122005221						11.57
								VENDOR TOTAL:	2,290.76
BADGERHS	BADGER HIGH SCHOOL								
	COPS			02/09/11		50603	02/10/11	41,448.00	41,448.00
		01 COPS-SECURE OUR SCHOOLS GRANT	1121005735						41,448.00
								VENDOR TOTAL:	41,448.00
PIASW	PLUMBING INSP ASSOC OF SE WISC								
	CONT ED-2011			02/04/11		50604	02/10/11	40.00	40.00
		01 2/18/11 CONT ED	1124005332						40.00
								VENDOR TOTAL:	40.00
WAWP	WI ASSOC OF WOMEN POLICE								
	REGISTRATION			02/03/11		50605	02/10/11	180.00	180.00
		01 CONFERENCE-WAY, NELSON	1121005410						180.00
								VENDOR TOTAL:	180.00
								TOTAL --- ALL INVOICES:	43,958.76

DATE: 02/24/2011
TIME: 09:22:13
ID: AP450000.WOW

CITY OF LAKE GENEVA
PAID INVOICE LISTING

FROM 02/16/2011 TO 02/23/2011

VENDOR #	INVOICE #	ITEM DESCRIPTION	ACCOUNT NUMBER	INV. DATE	P.O. NUM	CHECK #	CHK DATE	CHECK AMT	INVOICE AMT/ ITEM AMT
								TOTAL --- ALL INVOICES:	0.00

**City of Lake Geneva
Council Meeting
2/28/2011**

Accounts Payable Checks - through 2/23/11

1. General Fund	<u>\$ 38,282.07</u>
2. Debt Service	<u>\$ -</u>
3. TID #4	<u>\$ 212,725.53</u>
4. Lake Front	<u>\$ 2,127.09</u>
5. Capital Projects	<u>\$ -</u>
6. Parking Meter	<u>\$ 348.40</u>
7. Library Funds	<u>\$ 70.12</u>
8. Impact Fees	<u>\$ 1,784.00</u>
9. Tax Agency Fund	<u>\$ -</u>
Total All Funds	<u><u>\$255,337.21</u></u>

**CITY OF LAKE GENEVA
 ACCOUNTS PAYABLE ITEMS OVER \$1,000
 FOR THE COUNCIL MEETING DATED 2/28/11**

BREAKDOWN REGULAR A/P COUNCIL MEETING DATE:	2/28/2011
TOTAL UNPAID ACCOUNTS PAYABLE - THROUGH 2/23/11	\$ 255,337.21
ITEMS > \$1,000:	
Scherrer Const Co - Riviera Remodel - Draw 2	-180,806.60
Scherrer Direct LLC - Riviera Remodel Materials	-20,962.06
Big Foot Construction Inc - Museum Remodel - Draw 6	-10,800.00
Walworth County Public Works - 1/11 Sand, Salt	-14,966.19
Rote Oil Company - Dyed/Undyed Diesel	-5,391.62
Jerry Willkomm Inc - Unleaded Gas	-4,286.83
George Schroeder Trucking - 2/2-3/11 Snow Hauling	-4,068.75
Botts Welding & Truck Service - Spring Repairs - Trucks 21 and 26	-3,317.95
Lake Geneva Utility Commission - 1201 Wilmot Blvd Sewer Impact Fee	-1,784.00
Sun Life Financial - 3/11 Various Dept Disability	-1,067.03
Balance of Other Items	7,886.18

DATE: 02/24/11
 TIME: 12:18:03
 ID: AP441000.WOW

CITY OF LAKE GENEVA
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 03/01/2011

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
AT&TO AT&T ONENET SERVICE							
RE022111	02/01/11	01	CHARGES-2/11	11-21-00-5221		03/01/11	23.22
				PD TELEPHONE EXPENSE			
		02	CHARGES-2/11	11-22-00-5221			9.53
				FIRE DEPT TELEPHONE EXPENS			
		04	CHARGES-2/11	11-12-00-5221			6.17
				MUNICIPAL CT TELEPHONE			
		05	CHARGES-2/11	11-16-10-5221			21.66
				CITY HALL TELEPHONE EXPENS			
		06	CHARGES-2/11	11-32-10-5221			7.04
				ST DEPT TELEPHONE EXPENSE			
		07	CHARGES-2/11	99-00-00-5221			9.59
				LIBRARY TELEPHONE/PAGER			
		08	CHARGES-2/11	42-34-50-5221			5.06
				TELEPHONE EXPENSE			
						INVOICE TOTAL:	82.27
						VENDOR TOTAL:	82.27
BFCONST BIG FOOT CONSTRUCTION INC.							
DRAW 6	02/24/11	01	MUSEUM REMODEL-DRAW 6	34-30-00-9120		03/01/11	10,800.00
				MUSEUM REMODEL			
						INVOICE TOTAL:	10,800.00
						VENDOR TOTAL:	10,800.00
BOE BADGER OIL EQUIPMENT CO INC							
086359	02/11/11	01	FUEL PUMP REPAIR	11-00-00-1391		03/01/11	99.92
				A/R BILL OUTS			
		02	FUEL PUMP REPAIR	11-32-10-5250			199.83
				ST DEPT EQUIPMENT REPAIRS			
						INVOICE TOTAL:	299.75
						VENDOR TOTAL:	299.75
BOTTTS BOTTTS WELDING & TRK SERV, INC.							

DATE: 02/24/11
TIME: 12:18:03
ID: AP441000.WOW

CITY OF LAKE GENEVA
DETAIL BOARD REPORT

PAGE: 2

INVOICES DUE ON/BEFORE 03/01/2011

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
BOTTTS BOTTTS WELDING & TRK SERV, INC.							
505869	02/09/11	01	SPRING REPAIR-TRK 21	11-32-10-5250		03/01/11	1,850.90
				ST DEPT EQUIPMENT REPAIRS			
						INVOICE TOTAL:	1,850.90
506286	02/16/11	01	REAR SPRING REPAIR-TRK 26	11-32-10-5250		03/01/11	1,467.05
				ST DEPT EQUIPMENT REPAIRS			
						INVOICE TOTAL:	1,467.05
						VENDOR TOTAL:	3,317.95
BRADENB BARBARA BRADEN							
2/15/11	02/15/11	01	2/15/11 ELECTION INSPECTOR	11-14-30-5190		03/01/11	102.00
				POLL WORKERS FEES			
						INVOICE TOTAL:	102.00
						VENDOR TOTAL:	102.00
BRENT DOLLEEN BRENTON							
2/15/11	02/15/11	01	2/15/11 ELECTION INSPECTOR	11-14-30-5190		03/01/11	102.00
				POLL WORKERS FEES			
						INVOICE TOTAL:	102.00
						VENDOR TOTAL:	102.00
BUMPL BUMPER TO BUMPER AUTO PARTS							
662-194096	02/09/11	01	HEAD LIGHT BULB-TRK 15	11-32-10-5351		03/01/11	16.99
				VEHICLE/EQUIPMENT MAINTENA			
						INVOICE TOTAL:	16.99
						VENDOR TOTAL:	16.99
BURLGL BURLINGTON GLASS INC							
146459	02/09/11	01	REPL DOOR GLASS-LOADER	11-32-10-5350		03/01/11	190.95
				BLDG MAINT SUPPLIES-STR DE			
						INVOICE TOTAL:	190.95
						VENDOR TOTAL:	190.95

DATE: 02/24/11
TIME: 12:18:03
ID: AP441000.WOW

CITY OF LAKE GENEVA
DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 03/01/2011

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
CDW	CDW GOVERNMENT INC.						
WKP8111	02/09/11	01	SERVER BATTERY BACKUP	11-15-10-5450		03/01/11	130.36
				ACCTG & DP PROGRAMMING			
						INVOICE TOTAL:	130.36
						VENDOR TOTAL:	130.36
CONNE	MARYON CONNELLY						
2/15/11	02/15/11	01	2/15/11 ELECTION INSPECTOR	11-14-30-5190		03/01/11	102.00
				POLL WORKERS FEES			
						INVOICE TOTAL:	102.00
						VENDOR TOTAL:	102.00
DAILE	NANCY DAILEY						
2/15/11	02/15/11	01	2/15/11 ELECTION INSPECTOR	11-14-30-5190		03/01/11	102.00
				POLL WORKERS FEES			
						INVOICE TOTAL:	102.00
						VENDOR TOTAL:	102.00
DENIS	MARGE DENISON						
2/15/11	02/15/11	01	2/15/11 ELECTION INSPECTOR	11-14-30-5190		03/01/11	102.00
				POLL WORKERS FEES			
						INVOICE TOTAL:	102.00
						VENDOR TOTAL:	102.00
EBC	EMPLOYEE BENEFITS CORPORATION						
991244	02/14/11	01	3/11 FLEX ADMIN	11-10-20-5132		03/01/11	118.75
				HEALTH AND DENTAL ADMIN CH			
						INVOICE TOTAL:	118.75
991245	02/14/11	01	3/11 COBRA ADMIN	11-10-20-5132		03/01/11	78.10
				HEALTH AND DENTAL ADMIN CH			
						INVOICE TOTAL:	78.10

DATE: 02/24/11
 TIME: 12:18:03
 ID: AP441000.WOW

CITY OF LAKE GENEVA
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 03/01/2011

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
EBC EMPLOYEE BENEFITS CORPORATION							
991246	02/14/11	01	3/11 BENNYCARD ADMIN	11-10-20-5132		03/01/11	36.00
				HEALTH AND DENTAL ADMIN CH			
						INVOICE TOTAL:	36.00
						VENDOR TOTAL:	232.85
GIOVA BARBARA GIOVANNONI							
2/15/11	02/15/11	01	2/15/11 ELECTION INSPECTOR	11-14-30-5190		03/01/11	102.00
				POLL WORKERS FEES			
						INVOICE TOTAL:	102.00
						VENDOR TOTAL:	102.00
HASLE MAILFINANCE							
H1837528	08/17/10	01	POSTAGE METER-4TH QTR	11-16-10-5532		09/14/10	744.81
				CH POSTAGE METER RENT & EX			
		02	POSTAGE METER-4TH QTR	11-16-10-5532			-744.81
				CH POSTAGE METER RENT & EX			
						INVOICE TOTAL:	0.00
						VENDOR TOTAL:	0.00
ITU ITU INC							
5229723	11/12/10	01	FRAGRANCE,MOPS,MATS	40-55-20-5350		03/01/11	60.12
				BLDG. MAINTENANCE SUPPLIES			
						INVOICE TOTAL:	60.12
5275940	02/04/11	01	MOPS,MATS,FRAGRANCE	40-55-20-5350		03/01/11	60.12
				BLDG. MAINTENANCE SUPPLIES			
						INVOICE TOTAL:	60.12
						VENDOR TOTAL:	120.24
JACOB WILMA JACOBSON							
2/15/11	02/15/11	01	2/15/11 ELECTION INSPECTOR	11-14-30-5190		03/01/11	102.00
				POLL WORKERS FEES			
						INVOICE TOTAL:	102.00
						VENDOR TOTAL:	102.00

DATE: 02/24/11
TIME: 12:18:03
ID: AP441000.WOW

CITY OF LAKE GENEVA
DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 03/01/2011

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

LARSO	LOIS LARSON						
2/15/11	02/15/11	01	2/15/11 ELECTION INSPECTOR	11-14-30-5190		03/01/11	102.00
				POLL WORKERS FEES			
						INVOICE TOTAL:	102.00
						VENDOR TOTAL:	102.00
LGREG	LAKE GENEVA REGIONAL NEWS						
114-2011	02/15/11	01	3 YR SUBSCRIPTION	11-14-30-5399		03/01/11	105.00
				CITY CLERK MISCELLANEOUS E			
						INVOICE TOTAL:	105.00
						VENDOR TOTAL:	105.00
LGUTI	LAKE GENEVA UTILITY COMMISSION						
1201 WILMOT RD	02/22/11	01	1201 WILMOT BLVD-SEWER	45-00-00-2453		03/01/11	1,784.00
				SEWER IMPACT FEES			
						INVOICE TOTAL:	1,784.00
						VENDOR TOTAL:	1,784.00
MAGEE	VERN MAGEE						
2/15/11	02/15/11	01	2/15/11 ELECTION INSPECTOR	11-14-30-5190		03/01/11	102.00
				POLL WORKERS FEES			
						INVOICE TOTAL:	102.00
						VENDOR TOTAL:	102.00
MONROE	MONROE TRUCK EQUIPMENT						
5183854	01/20/11	01	PLOW BOLTS	11-32-12-5250		03/01/11	110.52
				SNOW & ICE CONTROL-REPAIRS			
						INVOICE TOTAL:	110.52
						VENDOR TOTAL:	110.52
MTAW	MUNICIPAL TREASURERS ASSOC. WI						

DATE: 02/24/11
 TIME: 12:18:03
 ID: AP441000.WOW

CITY OF LAKE GENEVA
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 03/01/2011

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

MTAW	MUNICIPAL TREASURERS ASSOC. WI						
DUES-2011	02/15/11	01	DUES-5/1/11-4/30/12	11-15-30-5332		03/01/11	40.00
				TREASURER CONFERENCES & DU			
						INVOICE TOTAL:	40.00
						VENDOR TOTAL:	40.00
NAPAE	NAPA AUTO PARTS-ELKHORN						
786142	01/26/11	01	AIR FILTER	11-32-10-5351		03/01/11	26.04
				VEHICLE/EQUIPMENT MAINTENA			
						INVOICE TOTAL:	26.04
787704	02/08/11	01	BELTS RETURNED	11-32-10-5351		03/01/11	-17.18
				VEHICLE/EQUIPMENT MAINTENA			
						INVOICE TOTAL:	-17.18
788708	02/16/11	01	OIL FILTERS	11-32-10-5351		03/01/11	35.98
				VEHICLE/EQUIPMENT MAINTENA			
						INVOICE TOTAL:	35.98
						VENDOR TOTAL:	44.84
NAPAR	NAPA AUTO PARTS						
191201	02/10/11	01	BULBS FOR TRUCKS	11-32-10-5351		03/01/11	4.80
				VEHICLE/EQUIPMENT MAINTENA			
						INVOICE TOTAL:	4.80
						VENDOR TOTAL:	4.80
NOVA	NOVA PLUMBING COMPANY						
3587	02/11/11	01	THAW-OUT WATER PIPE	40-55-10-5360		03/01/11	287.34
				UPPER RIVIERA MAINTENANCE			
						INVOICE TOTAL:	287.34
3596	02/11/11	01	TOILET-2ND FLOOR	34-30-00-9115		03/01/11	156.87
				RIVIERA RENOVATIONS			
						INVOICE TOTAL:	156.87
						VENDOR TOTAL:	444.21

DATE: 02/24/11
 TIME: 12:18:03
 ID: AP441000.WOW

CITY OF LAKE GENEVA
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 03/01/2011

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
OFFICE OFFICE DEPOT							
551018209001	02/04/11	01	WALL CALENDAR,HIGHLIGHTERS	11-12-00-5310		03/01/11	10.63
				MUNICIPAL CT OFFICE SUPPLI			
						INVOICE TOTAL:	10.63
551405640001	02/08/11	01	PRINTER TONER	11-15-30-5310		03/01/11	105.68
		02	PLATES,FORKS	11-16-10-5399			7.86
				CITY HALL MISC EXP			
						INVOICE TOTAL:	113.54
						VENDOR TOTAL:	124.17
PALMER PALMER COMPANY							
130389-00	02/04/11	01	FILTER BAGS	11-16-10-5350		03/01/11	28.28
		02	DISCOUNT EARNED	11-00-00-4819			-0.23
				DISCOUNTS EARNED			
						INVOICE TOTAL:	28.05
130542-00	02/11/11	01	TP,CLEANERS,AIR FRESHNER	11-16-10-5350		03/01/11	468.75
		02	DISCOUNT EARNED	11-00-00-4819			-4.64
				DISCOUNTS EARNED			
						INVOICE TOTAL:	464.11
130667-00	02/16/11	01	DUST BAGS RETURNED	11-16-10-5350		03/01/11	-16.95
				CITY HALL BLDG MAINT SUPPL			
						INVOICE TOTAL:	-16.95
						VENDOR TOTAL:	475.21
QUILL QUILL CORPORATION							
2432094	02/17/11	01	COPY PAPER	11-16-10-5310		03/01/11	119.60
				CITY HALL OFFICE SUPPLIES			
						INVOICE TOTAL:	119.60
						VENDOR TOTAL:	119.60

DATE: 02/24/11
 TIME: 12:18:03
 ID: AP441000.WOW

CITY OF LAKE GENEVA
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 03/01/2011

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
ROEN ARTIS ROENSPIES							
2/11 ELECTION	02/17/11	01	NURSING HOMES/FIRE STA-MILEAGE	11-14-30-5311		03/01/11	3.57
				BALLOTS/OTHER ELECTION EXP			
						INVOICE TOTAL:	3.57
						VENDOR TOTAL:	3.57
ROTE ROTE OIL COMPANY							
105775	02/03/11	01	236.2 GAL UNDYED DIESEL	11-32-10-5341		03/01/11	762.22
				VEHICLE-FUEL & OIL			
		02	399.5 GAL DYED DIESEL	11-32-10-5341			1,165.74
				VEHICLE-FUEL & OIL			
						INVOICE TOTAL:	1,927.96
105783	02/04/11	01	216.6 GAL UNDYED DIESEL	11-32-10-5341		03/01/11	698.97
				VEHICLE-FUEL & OIL			
		02	83.5 GAL DYED DIESEL	11-32-10-5341			243.65
				VEHICLE-FUEL & OIL			
						INVOICE TOTAL:	942.62
105805	02/09/11	01	590.5 GAL UNDYED DIESEL	11-32-10-5341		03/01/11	1,906.13
				VEHICLE-FUEL & OIL			
		02	14.7 GAL DYED DIESEL	11-32-10-5341			42.91
				VEHICLE-FUEL & OIL			
						INVOICE TOTAL:	1,949.04
235078	02/15/11	01	OIL-55 GAL	11-32-10-5341		03/01/11	572.00
				VEHICLE-FUEL & OIL			
						INVOICE TOTAL:	572.00
						VENDOR TOTAL:	5,391.62
SAPPI CAROLE SAPPINGTON							
2/15/11	02/18/11	01	2/15/11 ELECTION INSPECTOR	11-14-30-5190		03/01/11	102.00
				POLL WORKERS FEES			
						INVOICE TOTAL:	102.00
						VENDOR TOTAL:	102.00

DATE: 02/24/11
 TIME: 12:18:03
 ID: AP441000.WOW

CITY OF LAKE GENEVA
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 03/01/2011

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
SCHERDIR SCHERRER DIRECT LLC							
10-737-03	02/22/11	01	CASEWORK	34-30-00-9115	00000038	03/01/11	6,500.00
		02	TOILET COMPARTMENTS	34-30-00-9115			5,965.00
		03	PROJECTION SCREEN	34-30-00-9115			30.26
		04	ELECTRICAL	34-30-00-9115			8,466.80
						INVOICE TOTAL:	20,962.06
						VENDOR TOTAL:	20,962.06
SCHERR SCHERRER CONST CO INC							
DRAW 2	02/25/11	01	RIV REMODEL-DRAW 2	34-30-00-9115		03/01/11	180,806.60
				RIVIERA RENOVATIONS			
						INVOICE TOTAL:	180,806.60
						VENDOR TOTAL:	180,806.60
SCHNE KEN SCHNEIDER							
2/15/11	02/15/11	01	2/15/11 ELECTION INSPECTOR	11-14-30-5190		03/01/11	102.00
				POLL WORKERS FEES			
						INVOICE TOTAL:	102.00
						VENDOR TOTAL:	102.00
SHEPS GRACE SHEPSTONE							
2/15/11	02/15/11	01	2/15/11 ELECTION INSPECTOR	11-14-30-5190		03/01/11	48.75
				POLL WORKERS FEES			
						INVOICE TOTAL:	48.75
						VENDOR TOTAL:	48.75
SHERIFF WALWORTH COUNTY SHERIFF							
1/11	01/31/11	01	1/11 PRISONER CONFINEMENT	11-12-00-5290		03/01/11	735.00
				CARE OF PRISONERS			
						INVOICE TOTAL:	735.00
						VENDOR TOTAL:	735.00

DATE: 02/24/11
 TIME: 12:18:03
 ID: AP441000.WOW

CITY OF LAKE GENEVA
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 03/01/2011

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

SKILL	DEBRA SKILLING						
2/15/11	02/15/11	01	2/15/11 ELECTION INSPECTOR	11-14-30-5190		03/01/11	102.00
				POLL WORKERS FEES			
						INVOICE TOTAL:	102.00
						VENDOR TOTAL:	102.00
STARK	H.E. STARK AGENCY INC						
6089COURT-2/11/11	02/21/11	01	2/11/11 INTEREST	11-12-00-4811		03/01/11	112.28
		02	2/11/11 COLLECTION FEES	11-12-00-5214			183.96
				COLLECTION FEES			
						INVOICE TOTAL:	296.24
6089PARK-G-2/11/11	02/11/11	01	2/11/11 METER COLLECTIONS	42-34-50-5216		03/01/11	313.32
				PROFESSIONAL SERVICES			
						INVOICE TOTAL:	313.32
						VENDOR TOTAL:	609.56
STELT	NORMA STELTENPOHL						
2/15/11	02/15/11	01	2/15/11 ELECTION INSPECTOR	11-14-30-5190		03/01/11	102.00
				POLL WORKERS FEES			
						INVOICE TOTAL:	102.00
						VENDOR TOTAL:	102.00
STS	GEORGE SCHROEDER TRUCKING						
349689	02/05/11	01	SNOW HAULING-2/2-3/11	11-32-12-5220		03/01/11	4,068.75
				CONTRACT HAULING SERVICES			
						INVOICE TOTAL:	4,068.75
						VENDOR TOTAL:	4,068.75
SUN	SUN LIFE FINANCIAL						
RE022111	02/20/11	01	CEMETERY DISABILITY-3/11	11-00-00-1634		03/01/11	26.84
				OUTSIDE DEPT DISABILITY			

DATE: 02/24/11
 TIME: 12:18:03
 ID: AP441000.WOW

CITY OF LAKE GENEVA
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 03/01/2011

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
SUN SUN LIFE FINANCIAL							
RE022111	02/20/11	02	CITY HALL DISABILITY-3/11	11-10-20-5134		03/01/11	128.87
		03	LIBRARY DISABILITY-3/11	99-00-00-5137			60.53
		04	POLICE DISABILITY-3/11	11-10-20-5134			452.28
		05	STREET DISABILITY-3/11	11-10-20-5134			189.68
		06	WATER DISABILITY-3/11	11-00-00-1634			121.06
		07	WWTF DISABILITY-3/11	11-00-00-1634			87.77
						INVOICE TOTAL:	1,067.03
						VENDOR TOTAL:	1,067.03
T0000350 LISA SUKALA AND JOE BROWN							
REFUND	02/17/11	01	SUKALA-FLAT IRON CANC-8/6/11	11-00-00-2353		03/01/11	100.00
		02	SUKALA-FLAT IRON CANC-8/6/11	11-52-00-4675			75.00
						INVOICE TOTAL:	175.00
						VENDOR TOTAL:	175.00
T0000351 DAVID SPIEGELHOFF							
REFUND	02/22/11	01	SPIEGELHOFF-CANCEL-8/19/11	40-55-10-2353		03/01/11	-100.00
		02	SPIEGELHOFF-CANCEL-8/19/11	40-55-10-4674			1,000.00
						INVOICE TOTAL:	900.00
						VENDOR TOTAL:	900.00
TAPCO TAPCO							

DATE: 02/24/11
 TIME: 12:18:03
 ID: AP441000.WOW

CITY OF LAKE GENEVA
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 03/01/2011

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

TAPCO	TAPCO						
360079	02/10/11	01	FLASHERS	11-34-10-5260		03/01/11	487.41
				REPAIRS-TRAFFIC SIGNALS, E			
						INVOICE TOTAL:	487.41
						VENDOR TOTAL:	487.41
UNITED	UNITED LABORATORIES						
03284	02/08/11	01	TOILET CLEANER	40-55-20-5350		03/01/11	803.21
				BLDG. MAINTENANCE SUPPLIES			
						INVOICE TOTAL:	803.21
						VENDOR TOTAL:	803.21
USCELL	U.S. CELLULAR						
RE022111	02/12/11	01	HARBORMASTER CELL 2/12-3/11	40-55-10-5221		03/01/11	11.81
		02	MAYOR'S CELL 2/12-3/11	TELEPHONE EXPENSE 11-16-10-5221			23.77
		03	BLDG INSP CELL 2/12-3/11	CITY HALL TELEPHONE EXPENS 11-24-00-5262			22.66
		05	CITY ADMIN CELL 2/12-3/11	TELEPHONE EXPENSE 11-16-10-5221			51.96
		06	CITY CLERK CELL 2/12-3/11	CITY HALL TELEPHONE EXPENS 11-16-10-5221			45.60
		07	BEACH CELL 2/12-3/11	CITY HALL TELEPHONE EXPENS 40-54-10-5221			4.49
		08	PARKING MTR 1 CELL 2/12-3/11	BEACH TELEPHONE 42-34-50-5221			4.59
		09	PARKING MTR 2 CELL 2/12-3/11	TELEPHONE EXPENSE 42-34-50-5221			6.51
		10	CITY HALL MAINT CELL 2/12-3/11	TELEPHONE EXPENSE 11-16-10-5221			8.23
		11	CEMETERY CELL 2/12-3/11	CITY HALL TELEPHONE EXPENS 11-00-00-1391			8.63
				A/R BILL OUTS			

DATE: 02/24/11
TIME: 12:18:03
ID: AP441000.WOW

CITY OF LAKE GENEVA
DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 03/01/2011

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	DUE DATE	ITEM AMT
USCELL U.S. CELLULAR							
RE022111	02/12/11	12	PARKING SUPERVISOR 2/12-3/11	42-34-50-5221		03/01/11	18.92
				TELEPHONE EXPENSE			
						INVOICE TOTAL:	207.17
						VENDOR TOTAL:	207.17
WALCOP WALWORTH COUNTY PUBLIC WORKS							
012090265	02/07/11	01	1/11 SAND, SALT	11-32-12-5340		03/01/11	14,966.19
				OPERATING SUPPLIES-SNOW &			
						INVOICE TOTAL:	14,966.19
						VENDOR TOTAL:	14,966.19
WILLK JERRY WILLKOMM INC							
166330	02/02/11	01	1489 GAL UNLEADED GAS	11-32-10-5341		03/01/11	4,286.83
				VEHICLE-FUEL & OIL			
						INVOICE TOTAL:	4,286.83
						VENDOR TOTAL:	4,286.83
WINKL SHIRLEY WINKLEY							
2/15/11	02/15/11	01	2/15/11 ELECTION INSPECTOR	11-14-30-5190		03/01/11	48.75
				POLL WORKERS FEES			
						INVOICE TOTAL:	48.75
						VENDOR TOTAL:	48.75
						TOTAL ALL INVOICES:	255,337.21